



Tax Collector

Noelle Branning

Business Tax

CHECKLIST

To apply or update for a Business Tax Receipt, visit county-taxes.net/fl-lee/business-tax to complete the application process or make an appointment at our Downtown Fort Myers location.

CHECK ONE: ☐ Original ☐ Transfer

Business Name:

If your business is operating and/or advertising under a name other than your full legal name, a corporate name, LLC, LLP, Partnership or Trademark, attorney, regulated by Department of Business & Professional Regulation, or the Department of Health, a Fictitious Name Registration is required.

Zoning Approval:

Prior to the issuance of the Lee County Business Tax Receipt, the business location must be properly zoned.

City Locations:

- ☐ If the business is located within city limits, a city business tax receipt or city zoning approval must be obtained before applying for a county business tax receipt.

Contact the appropriate agency:

Bonita Springs	239-444-6150
Cape Coral	239-574-0430
Fort Myers	239-321-7990
Fort Myers Beach	239-765-0202
Sanibel	239-472-9615
Village of Estero	239-221-5035

Unincorporated Lee County:

- ☐ If the business is operating from a residential location and the type of business is on the [Zoning Exemption List](#), complete the [Home/Truck affidavit](#) and submit the signature page with your application.
- ☐ If the business is operating in a commercial location, contact [Lee County Community Development](#) for zoning requirements and approval at 1500 Monroe St., Ft. Myers, 239-533-8329.
- ☐ If the business is located outside Lee County, provide a copy, if issued, of the current city or county business tax receipt.

EIN or Social Security #:

- ☐ An Employer ID Number (EIN) or Social Security Number is required.

Tangible Taxes:

- ☐ After issuance of your Business Tax Receipt contact the [Property Appraiser's office](#) at 239.533.6100.

Regulated Certificates or Licenses:

A copy of the current Lee County or State of Florida certification is required. Contact the appropriate agency to obtain the required certificate or license.

<input type="checkbox"/> Auto repair, paint and body shop, health, or physical fitness Department of Agriculture and Consumer Services (DACS)	800-435-7352
<input type="checkbox"/> Contractor - State certified Department of Business and Professional Regulation (DBPR)	850-487-1395
<input type="checkbox"/> Pest Control Company Bureau of Entomology and Pest Control (BEPC)	850-617-7997
<input type="checkbox"/> Professional Landscaping Company Best Management Practices (BMP) / University of Florida (IFAS)	239-533-7503
<input type="checkbox"/> Professional such as a doctor, nurse, therapist, etc. Department of Health (DOH)	850-488-0595
<input type="checkbox"/> State Certified Business or Professional such as a certified public accountant, hotel, restaurant, cosmetology, pawnbroker, etc. Department of Business and Professional Regulation (DBPR)	850-487-1395

License Transfers:

- ☐ Complete a new Business Tax Application.
- ☐ Submit the current Lee County Business Tax Receipt.
- ☐ Provide a copy of the bill of sale or other documentation of ownership changes.

Miscellaneous Maintenance:

- ☐ A business operating under category property maintenance or miscellaneous maintenance or repair service, etc. is very restrictive in nature. The owner must submit a signed [Miscellaneous Maintenance Affidavit](#). This form may be obtained from any Lee County Tax Collector's office or by visiting our official website www.leetc.com/forms-and-documents/



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For more information, visit:
LeeTC.com/businesses