

Miami-Dade County

Local Business Tax Receipt Application Form

Apply On-line at: www.miamidade.county-taxes.com/btexpress In person at: The Tax Collector's Office 200 NW 2nd Avenue, Miami Mail to: Miami-Dade Tax Collector Local Business Tax Section 200 NW 2nd Ave Miami, FL 33128 Fax: (305) 372-6368 Info-line: (305) 270-4949	OFFICE USE ONLY Local Business Tax Receipt #: Section/Sub-code: ☐ Unincorporated ☐ Municipality ☐ State License ☐ Corp/Fict. Name Clerk: _____ Date: _____
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1. BUSINESS INFORMATION: (Additional instructions found at bottom of page.)

a. Business Name/Fictitious Name/ D/B/A: _____

b. Business Address: _____ **Phone # : () -** _____

Description of location: ☐ Office ☐ Store ☐ Warehouse ☐ Home Office

c. Owner's/Corporation name (incl. President): _____

d. Mailing/Owner's Address: _____ **Phone # : () -** _____

e. Federal Employer ID: _____ **or Social Security #:** _____

f. Business Start Date: ____ / ____ / ____ **g. E-mail Address:** _____

2. NATURE OF BUSINESS: _____

Maximum number of Employees ☐ Machines/Equipment ☐ Seats ☐ Rooms/Apts. ☐

3. SURVEY: Please provide your business NAICS code _____ This North American Industrial Classification System codes can be found at www.census.gov/naics.

4. IDENTIFICATION:

Applicant's Name (Please print)

Applicant's Title

Applicant's Signature

Driver's License Number and State

- 1a.** Applicants not using full legal name must present proof of their Fictitious Name (see www.sunbiz.org).
1b. If the business is located within a City, a City Business Tax Receipt is also required; businesses located in the unincorporated area must also obtain a certificate of use from Planning & Zoning Division (305) 315-2666.
1c. A copy of the certificate of registration of the corporation must be submitted (see www.sunbiz.org)
1e. Submit a copy of documentation showing a Federal Employer Identification Number or Tax ID Number. If not applicable, then a copy of a Social Security Card is required.
2. If your business is regulated by a State or County Agency, you must present a copy of an active license. View requirements at www.miamidade.gov/taxcollector/business-taxes.asp.

Social Security numbers are solely for compliance with Florida Statute 205.0535: "A (Local Business Tax) receipt may not be issued unless the federal employer identification number or social security number is obtained from the person to be taxed."

All information provided will become part of the public records; however, Social Security Numbers have protections under confidentiality laws of the State of Florida. [Rev. 9/3/2014]