



Town of Indialantic, 216 Fifth Avenue, Indialantic, Florida 32903
Application for Local Business Tax Receipt
Fiscal Year October 1st – September 30th

All businesses located in the Town of Indialantic are required by 2020 Florida Statutes Chapter 205 and Chapter's 12 and 30 of the Town's Code of Ordinances to apply for a Local Business Tax Receipt on an annual basis.

205.0535 Reclassification and rate structure revisions.—

(6) A receipt may not be issued unless the federal employer identification number or social security number is obtained from the person to be taxed.

History.—s. 8, ch. 93-180; s. 60, ch. 98-419; s. 12, ch. 2006-152; s. 2, ch. 2007-97; s. 7, ch. 2014-38.

205.023 Requirement to report status of fictitious name registration.—As a prerequisite to receiving a local business tax receipt under this chapter or transferring a business license under s. 205.033(2) or s. 205.043(2), the applicant or new owner must present to the county or municipality that has jurisdiction to issue or transfer the receipt either:

(1) A copy of the applicant's or new owner's current fictitious name registration, issued by the Division of Corporations of the Department of State; or

(2) A written statement, signed by the applicant or new owner, which sets forth the reason that the applicant or new owner need not comply with the Fictitious Name Act.

History.—s. 1, ch. 94-87; s. 3, ch. 2006-152.

New Name Change Change of Location Transfer of Ownership

Applicant Name (name of person filling out application) _____

Business Name _____

Street Number and Street Name _____ Indialantic, Florida 32903

* (Mailing address if preferred, other than business address) _____

* City _____ * State _____ * Zip _____

Business Phone: _____

Email address: _____

Website address: _____

Type of Business (describe in detail): _____

Number of Employees: _____

Type of Business: Individual Partnership Corporation

INDIVIDUAL OR BUSINESS SOLE OWNER: and/or CORPORATION/LLC/LP/P.A.: and/or PARTNERS/CO-OWNERS OR CORPORATE OFFICERS:

Name _____

Phone _____

Home Address _____

City _____ State _____ Zip _____

Date of Birth (MM/DD/YYYY) _____

Drivers License Number _____ State _____

Corporate Name _____

Phone _____

Address _____

City _____ State _____ Zip _____

Sec. 30-20. - When business tax receipts sold and due; partial-year receipts; definitions; classification.

- (a) The definitions set forth in F.S. § 205.022 are hereby incorporated into this section and shall apply throughout this article. In addition, the term "tax year" means the period beginning October 1 of any calendar year and ending on the next succeeding September 30.
- (b) All business tax receipts required by this article shall be sold by the town clerk beginning on July 1 of each year, are due and payable on or before September 30 of each year, and shall expire on September 30 of the succeeding year. If September 30 falls on a weekend or holiday, the tax is due and payable on or before the first working day following September 30. No business tax receipt shall be issued for more than one year, and any receipt issued after October 1 of any tax year shall expire on September 30 of the tax year. Any receipt applied for after October 1, but prior to April 1, of any tax year shall be issued upon payment of the full rate for a one-year receipt. Any receipt issued after April 1 of any tax year shall be issued at a rate equal to one-half the amount of the annual business tax hereinafter prescribed.
- (c) Wherever a specific classification of a business is established herein, the specific classification shall govern over any general classification which would in the absence of the specific classification appear to apply.

(Code 1993, § 9-2; Ord. No. 143, § 3, 9-19-1972; Ord. No. 93-6, § 1, 9-21-1993; Ord. No. 02-06, § 1, 3-19-2002; Ord. No. 06-14, § 3, 10-17-2006; Ord. No. 16-03, § 1, 1-13-2016)

State Law reference— Similar provisions, F.S. § 205.053(1).

Sec. 30-23. - Delinquency penalty.

All existing receipts not renewed by October 1 of each year shall be considered delinquent and are subject to a delinquency penalty of ten percent for the month of October plus an additional five percent penalty for each month of delinquency thereafter until paid, provided that the total delinquency penalty shall not exceed 25 percent of the business tax fee.

(Code 1993, § 9-6; Ord. No. 143, § 8, 9-19-1972; Ord. No. 06-14, § 7, 10-17-2006)

State Law reference— Similar provisions, F.S. § 205.053(1).

Sec. 12-20. - Permits required; fee; renewal.

- (a) It shall be unlawful for any person subject to business tax regulation to operate an alarm system in the town without a valid permit, regardless of whether said operator is also the owner or merely the user of such alarm system in a rental or lease situation. Operation of an alarm system without a permit shall be grounds for a hearing before the code enforcement board.
- (b) An annual permit fee in the amount established by resolution from time to time shall be levied on each and every business alarm system installed and in use within the town. If a business has one or more alarm systems protecting two or more separate structures having different addresses, a separate permit shall be required for each structure.
- (c) All alarm permits will expire on September 30 of each year and must be renewed not later than October 1 of each year. Renewal permits for businesses will be issued at the same time that business tax receipts are issued.

(Code 1993, § 6-169; Ord. No. 83-333, § 1, 12-20-1983; Ord. No. 07-12, § 1, 7-17-2007; Ord. No. 11-07, § 2, 4-19-2011)

Yes, there is an alarm located inside the business that I am responsible for.
(There is an additional form needed for permit)

No, there is not an alarm located inside the business and/or no I am not responsible for the alarm.

_____ (initial) Operation of a business within the Town of Indialantic requires compliance with zoning regulations and other ordinances and laws. A Local Business Tax Receipt represents the payment of a tax. It does not grant a vested right or other right to operate any use at the business location listed that is inconsistent with Town zoning regulations or other ordinances or laws. The zoning, building, and fire safety requirements for the reported or actual use has not necessarily been verified by the Town prior to the issuance of the Local Business Tax Receipt.

_____ (initial) I understand that issuance of a Local Business Tax Receipt does not grant a vested right or other right to operate a use at the business location that is inconsistent with Town zoning regulations or other ordinances or laws.

Signature of Applicant _____ Date _____
(TO BE SIGNED IN FRONT OF A NOTARY)

STATE OF _____ COUNTY OF _____

The foregoing instrument was sworn to (or affirmed), subscribed, and acknowledged before me by means of
 physical presence or online notarization, this _____ day of _____,
20_____, by _____, who is personally
known to me or has produced _____ as identification.

Notary: _____
(Print Name)

Notary Signature: _____ NOTARY PUBLIC, STATE OF FLORIDA
My Commission Expires: _____
Commission #: _____

FOR OFFICE USE ONLY

Date Application Submitted: _____ Log Number: _____

R-P C C-1 T SC C-2

Property Search Printout
 Addendum for Waste Management

TOWN OF INDIALANTIC
Brevard County, Florida 32903
ADDENDUM TO LOCAL BUSINESS TAX RECEIPT APPLICATION

Local Business Tax Receipt will not be issued until the Waste Management representative has signed this addendum.

Provide completed form with application. Application will not be accepted until all forms are completed and attached.

This is to verify that the below referenced business has complied with Town of Indialantic Code Section 26-23(b)(c)(d). Duty to use contract collector; fees, by obtaining commercial garbage and trash pick up effective.

Waste Management Account Number _____

Applicant Name (name of person filling out application) _____

Name of Business _____

Street Number and Street Name _____ Indialantic, Florida 32903

Contact Number(s) _____

Contact Tom Bolgioni at tbolgion@wm.com **for new accounts only**

Sec. 26-23. - Duty to use contract collector; fees.

- (b) *Commercial.* All occupants of premises used for commercial purposes shall be required to have accumulations of garbage and trash removed and disposed of by the franchised collector and shall pay to him such fees and charges as are authorized for commercial collection in the franchise agreement with the town. Each occupant shall contract with the franchised collector and either provide a garbage container or utilize the dumpster that is provided for the building in which the occupant is located.
- (c) *Evidence of accumulation.* The fact that any place of abode or any place of business is occupied shall be prima facie evidence that garbage or trash or both is being produced and accumulated upon such premises, and that charges and fees for the collection and disposal thereof are due the collector.
- (d) *Construction and demolition debris.* The collector shall have exclusive right to provide service for the collection of construction and demolition debris materials generated in the construction of buildings and structures or the clearing of land and preparation of sites for construction.

(Code 1962, § 16-29; Code 1993, § 8-5; Ord. No. 04-04, § 2, 1-20-2004; Ord. No. 09-12, § 2, 6-16-2009)

For Office Use Only:

Signature of Waste Management Representative _____ Date _____

Required Support Documents and Frequently Asked Questions

<https://www.bcpao.us/PropertySearch/#/nav/Search>

Taxing District: will advise the correct municipality to contact concerning the address.

A Local Business Tax Receipt is required for any business performing services or selling goods, advertising goods for sale or advertising the performance of services for a fee. A separate Local Business Tax Receipt is required for each place of business.

If you are a professional or in a business that requires a license from any Division of the State, you must first obtain your State license before applying for your Town of Indialantic Local Business Tax Receipt.

A Local Business Tax Receipt must be obtained *before* the business begins operation. If you operate a business prior to obtaining the Local Business Tax Receipt, you are subject to a penalty as provided by Town of Indialantic Code Section 9-7 (a-d)

For commercial businesses, “Addendum to Business Tax Receipt Application” form must be completed.

All businesses must meet additional requirements (meaning after application is submitted), which include compliance with zoning codes, inspections through the Building Official/Code Enforcement Officer and Fire Department.

If a business uses any name other than the full legal name of the owner or a corporation uses a name other than its legal corporate name, a fictitious name (also referred to as a D/B/A) must be registered with the State. Forms and additional information are available from the *Florida Department of State, Fictitious Name Registration* at 850-487-6058.

Any entity that transacts business as a corporation is required to file documents of incorporation or authorization with the State Division of Corporations. Proof of *active* status must be submitted with your application for a Town of Indialantic Local Business Tax Receipt. Contact the *Florida Department of State, Division of Corporations* at 850-488-9000.

FIRE SAFETY INSPECTIONS

Approval of your Local Business Tax Receipt requires that a fire safety inspection be conducted on the building and/or space that your business will be occupying.

Florida Statute 633.202 establishes the Florida Fire Prevention Code. State and local governments are required to conduct or contract to have fire safety inspections conducted on all commercial and multi-family buildings.

Building occupancy and therefore the fire codes applicable to your business is determined by the type of business or activity that will be conducted in the building or portion of building that you will be occupying. Occupancy types include assembly, day care, educational, health care, detention, multi-family, hotels, mercantile, and business. A single building could have multiple occupancies types under the same roof.

When we conduct your fire safety inspections, we ask that the owner/occupants remain with us at all times.

Common safety items that the Inspector will be looking for:

Fire Extinguishers – Are there extinguishers present, are they mounted properly and accessible, adequate number, proper type of extinguisher, do they have a current inspection tag by a licensed extinguisher company. Fire extinguishers must be of the type that are serviceable.

Exit Signs – Access to exits shall be marked by approved, readily visible signs in all cases where the exit or way to reach the exit is not readily apparent to the occupants. These signs are required to be illuminated unless operations or processes require low lighting levels.

Emergency Lights – Illumination of means of egress shall be required in stairs, aisles, corridors, ramps, escalators, and passageways leading to an exit.

Fire Protection Systems – Buildings which have automatic smoke/fire detection systems, sprinkler systems or a standpipe system are required to be inspected by a licensed contractor on an annual basis. During our annual inspections, we will ensure these inspections have been conducted and that the system is operational. We will also ensure items are not stored too close to sprinkler heads.

GFCI Plugs – Ground Fault Circuit Interrupter plugs must be installed in commercial buildings whenever that plug is within 6 ft 6 inches of a water source, ie sinks, shower, spigot etc.

At the conclusion of the inspection, the inspector will detail any code violations if any, and provide a time frame, generally no more than two weeks, for the owner/occupant to correct the violation(s).

Your business tax receipt will not be issued until this inspection has determined that all applicable fire safety codes have been satisfied.