



Business Tax /Certificate of Use Application

Check one: New business Transfer of Address Transfer of Ownership Other

Occupancy Date Are you using an Executive Suite Service? Yes/No If Yes, name

Business Name (Attach a copy of Sunbiz for Corporation, Partnership, Limited Liability, etc.)

Doing Business As (Division of Corporation requires registration as a Fictitious Name; attach a copy)

Federal Employment Identification Number or Social Security Number

Business address, include suite Boca Raton, FL Zip

Mailing address (if different) Street City State Zip Code

Business Telephone Number Secondary Telephone Number

Email address:

Describe in detail the Nature of the Business: (Attach of copy of each: Business Professional/Regulation/State Agency/Individual Licenses)

Approximate Square Footage of Business Location Number of Employees, including Self

Were you issued a Notice of Violation from the City of Boca Raton? Yes/No If Yes, please attach a copy of the Notice.

Any interior/exterior alterations requiring permits? Yes/No Building permit number Sign Permit number

Restaurants must submit a floor plan with the total square foot, customer service area (inside and outside) and linear feet of bar.

Is valet parking provided? Yes/No Valet business name Business tax account

Is this business engaged in telemarketing? Yes/No If yes, attach a copy of license or exemption as per F.S. Ch 501

I (name of professional/authorized representative) confirm that the information is true and correct.

Signature of Professional/Authorized Representative

For Office Use Only

Date received application Specialist's name Business tax receipt number Inspection scheduled date Old account number Reason for denial
Prior fiscal year(s) Current fiscal year Penalty Transfer Application Certificate of Use (total) Renewal Total fee due