HENDRY COUNTY
TAX COLLECTOR
AMY COLLINS

NEW BUSINESS TAX APPLICATION CHECKLIST

Welcome New Business Owners! We're glad you've chosen to do business in Hendry County. Our Business Tax Receipt application process is designed to be simple and convenient through our online application system. You can complete everything securely from your computer or mobile device. Just be sure to have everything ready before submitting your application. To begin, visit our online portal at: http://hendry.floridatax.us.

GETTING STARTED

1. Have all your required licenses and permits available.
2. Visit: https://hendry.floridatax.us.
3. Register: Create your account as a new user.
4. Apply: Complete your online Business Tax Receipt Application.
5. Upload: Attach copies of all required documents, including:
    - City or State licenses
    - Zoning and building approvals
    - Fire inspection or health permits, if applicable.

Once your application is submitted, a member of our team will review your information and contact you if any additional details are needed before issuance.

LOCAL & STATE AGENCY CONTACT INFORMATION

DEPARTMENT	ADDRESS	PHONE
Hendry County Planning & Zoning	640 S. Main St., LaBelle, FL 33935 www.hendryfla.net/planning.php	863•675•5240
Hendry County Building Department	640 S. Main St., LaBelle, FL 33935 https://www.hendryfla.net/building_code_enforcement/	863•675•5245
City of LaBelle	80 Euclid Ave., LaBelle, FL 33935 https://citylabelle.com/how_do_i/apply_for/index.php	863•675•6355
LaBelle Fire Department	280 S. Main St., LaBelle	863•675•1537
City of Clewiston	121 Central Ave., Clewiston, FL 33440 https://www.clewiston-fl.gov/community-development/page/business-tax-receipts	863•983•1500
Clewiston Fire Department	121 Central Ave., Clewiston, FL 33440	863•983•1499
Hendry County Health Department Environmental Health	1140 Pratt Blvd., LaBelle, FL 33935	863•674•4041 Ext. 6047

DEPARTMENT	WEB ADDRESS	PHONE
FL Dept of Business & Professional Regulations	https://www2.myfloridalicense.com/	850•487•1395
FL Dept of Agriculture & Consumer Services	www.fdacs.gov	800•435•7352
Division of Corporations, FL Dept of State	www.sunbiz.org	800•245•6000

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HELPFUL TIPS AND INFORMATION

- Verify all zoning and licensing requirements have been completed before applying
- Save your uploaded documents for your records.
- Once submitted, you'll receive confirmation and one of our team members will contact you.
- All business tax receipts expire September 30 of each year and can be renewed on or after July 1.

NEW BUSINESSES

New businesses must obtain their Local Business Tax Receipt prior to engaging in their enterprise. The tax period is from Oct 1 to Sept 30 of the next year. Businesses seeking a new Local Business Tax Receipt between April 1st and June 30th will be issued a tax receipt at a half year rate.

The information needed to obtain a Local Business Tax Receipt includes, but is not limited to the following items:

- Business name (Proof of Fictitious Name Registration with the Dept. of state, where applicable.)
- Mailing Address
- Physical Location of Business
- Social Security or Federal ID Number
- Type of Business
- Supporting Licensure Documentation, if applicable.

REGULATED BUSINESSES

Businesses regulated by the State of Florida or County Agencies and applying for an initial local business tax receipt may be required to submit a copy of the documents provided by the state or county, as proof of compliance with their application.

STATE & LOCAL AGENCY RESOURCES

- Florida Department of Business & Professional Regulations https://www2.myfloridalicense.com/ (850-487-1395)
- Florida Department of Agriculture & Consumer Services https://www.fdacs.gov/ or https://www.followfreshfromflorida.com/ (800-435-7352) for food outlets, auto repair, health and dance studios, telemarketers and travel agencies must provide permit, registration or exemption.
- Restaurateurs and mobile food unit operators must provide a copy of approved inspection report from the Division of Hotel & Restaurants https://www.myfloridalicense.com/intentions2.asp?chBoard=true&boardid=200 (850-487-1395)
- Banks, mortgage brokers, finance companies, and stockbrokers must be registered with the State of Florida Office of Financial Regulation https://flofr.gov/regulation/apply-for-a-license (850-410-9805).

This list is not all inclusive; if unsure as to whether your business has imposed state regulations, please contact our office at 863•675•5280.