



# APPLICATION TO COLLECT AND/OR REPORT TAX IN FLORIDA

DR-1  
R. 01/06

## Who must apply?

You may be required to register to collect, accrue, and remit the taxes or fees listed below if you are engaged in any of the activities listed beneath each tax or fee.

### Sales Tax

Complete Sections A, B, and H	Pay \$5 fee (in-state only)*
<ul style="list-style-type: none"> <li>Sales, leases, or licenses to use certain property or goods (tangible personal property).</li> <li>Sales and rentals/admissions, amusement machine receipts, or vending machine receipts for all taxable items.</li> <li>Repair or alteration of tangible personal property.</li> <li>Leases or licenses to use commercial real property (includes management companies).</li> <li>Rental of transient (six months or less) living or sleeping accommodations (includes management companies). A local tourist development tax (bed tax) may also apply. Contact the taxing authority in the county where the property is located.</li> <li>Sales or rental of self-propelled, power-drawn, or power-driven farm equipment.</li> <li>Sales of electric power or energy.</li> <li>Sales of prepaid telephone calling cards.</li> <li>Sales of commercial pest control services, nonresidential building cleaning services, commercial/residential burglary and security services, or detective services.</li> <li>Sales of secondhand goods. A secondhand dealer registration (Form DR-1S) may also be required.</li> </ul>	

\*Note: If you are registering an in-state business or property location, you must submit a \$5 fee with this application. Online registration is free.

### Documentary Stamp Tax

Complete Sections A, F, and H	NO fee
<ul style="list-style-type: none"> <li>Entering into written financing agreements (five or more transactions per month).</li> <li>Making title loans.</li> <li>Self-financing dealers (buy here – pay here).</li> <li>Banks, mortgage companies, and consumer finance companies.</li> <li>Promissory notes.</li> </ul>	

### Use Tax

Complete Sections A, B, and H	NO fee
<ul style="list-style-type: none"> <li>Any taxable purchases that were not taxed by the seller at the time of purchase.</li> <li>Repeated untaxed purchases through the Internet or from out-of-state vendors.</li> <li>Any purchases originally for resale, but later used or consumed by your business or for personal use.</li> <li>Use of dyed diesel fuel for off-road purposes.</li> </ul>	

### Unemployment Tax

Complete Sections A, D, and H	NO fee
<ul style="list-style-type: none"> <li>Paid wages of \$1,500 in any quarter or employed at least one worker for 20 weeks in a calendar year. (Payments made to corporate officers are wages.)</li> <li>Applicant is a governmental entity, Indian tribe or tribal unit.</li> <li>Hold a section 501(c)(3) exemption from federal income tax and employ four or more workers for 20 weeks in a calendar year.</li> <li>Agricultural employer with a \$10,000 cash quarterly payroll, or who employs five or more workers for 20 weeks in a calendar year.</li> <li>Private home or college club that paid \$1,000 cash in a quarter for domestic services.</li> <li>Acquired all or part of the organization, trade, business, or assets of a liable employer.</li> <li>Liable for federal unemployment taxes.</li> <li>Previously liable for unemployment tax in the State of Florida.</li> </ul>	

### Gross Receipts Tax New for 2006

Complete Sections A, E, and H	NO fee
<ul style="list-style-type: none"> <li>Sales or delivery of electricity or gas.</li> <li>Importation /severance of electricity or natural gas for one's own use where gross receipts tax has not been paid.</li> </ul>	

## Register Online

It's FREE,  
fast, easy,  
and secure



You can file this application online, via the Department's Internet site at [www.myflorida.com/dor/eservices/apps/register](http://www.myflorida.com/dor/eservices/apps/register). There is no fee for Internet registration. See instructions, next page.

### Communications Services Tax

Complete Sections A, G, and H	NO fee
<ul style="list-style-type: none"> <li>Sales of communications services (telephone, paging, certain facsimile services, videoconferencing).</li> <li>Sales of cable services.</li> <li>Sales of direct-to-home satellite services.</li> <li>Resellers (for example, pay telephones and prepaid calling arrangements).</li> <li>Seeking a direct pay permit.</li> </ul>	

### Solid Waste Fees and Pollutants Tax

Complete Sections A, B, C, and H	Pay \$30 fee (drycleaning only)*
<ul style="list-style-type: none"> <li>Sales of new tires for motor vehicles.</li> <li>Sales of new or remanufactured lead-acid batteries.</li> <li>Rental or lease of motor vehicles to others.</li> <li>Sales of dry-cleaning services (plants or drop-off facilities). *Note: You must submit a \$30 fee with this application. Online registration is free.</li> </ul>	

### How can I register online?

The DR-1 application is on the Department's web site at [www.myflorida.com/dor/eservices/apps/register](http://www.myflorida.com/dor/eservices/apps/register). An interactive wizard will guide you through an application from start to finish. Before you begin, gather specific information about your business activities, location, and beginning dates.

### There are no fees for online registration.

Sales and use tax certificate numbers will be issued within three business days of your online submission. After that time, you can return to the site and retrieve your certificate number.

### How can I be sure that the information I submit online is secure?

The Department's Internet registration site uses 128-bit secure socket layer technology and has been certified by VeriSign, an industry leader in data security.

### If a husband and wife jointly operate and own a business, what type of ownership must we indicate?

Normally, when a husband and wife jointly own and operate a business, the ownership is a "partnership." We suggest you contact the Internal Revenue Service for more information on partnership reporting requirements.

### What will I receive from the Department once I register?

1. A *Certificate of Registration* or notification of liability for the tax(es) for which you registered.
2. Personalized returns or reports for filing, with instructions.

3. For active sales tax and communications services tax dealers, an *Annual Resale Certificate* will accompany the *Certificate of Registration*.

### What is an Annual Resale Certificate?

The Department issues *Annual Resale Certificates* to active, registered sales tax dealers and communications services tax dealers. The *Annual Resale Certificate* allows businesses to make tax-exempt purchases from their suppliers, provided the item or service is purchased for resale. A copy of a current *Annual Resale Certificate* must be extended to the supplier; otherwise, tax must be paid on the transaction at the time of purchase. Tax Information Publication (TIP) 99A01-34 explains the resale provisions for sales and use tax. TIP 01BER-01 explains the resale provisions for communications services tax. Consult the Department's Internet site for further information. **Misuse of the *Annual Resale Certificate* will subject the user to penalties as provided by law.**

### What are my responsibilities?

1. You must register for all taxes for which you are liable before beginning business activities, otherwise you may be subject to penalties. For more information, visit our Internet site or contact Taxpayer Services.
2. Complete and return this application to the Florida Department of Revenue with the applicable registration fee. **IF MAILING, DO NOT SEND CASH. SEND CHECK OR MONEY ORDER.**
3. Collect and/or report tax appropriately, maintain accurate records, post your certificate (if required), and file returns and reports timely. **A return/report must be filed even if no tax is due.**

4. Notify the Department if your address changes, your business entity or activity changes, you open additional locations, or you close your business.
5. Provide your certificate or account number on all returns, remittances, and correspondence.

### What if my business has more than one location?

**Sales tax:** You must complete a separate application for each location. **Gross receipts tax on electric power or gas:** You have the option of registering all locations under one account number or separately registering each location. **Documentary stamp tax:** You must register each location where books and records are maintained. **Communications services tax and unemployment tax:** You must register each entity that has its own Federal Employer Identification Number (FEIN).

**Solid waste fees and pollutants tax (rental car surcharge):** You must register for each county where you have a rental location.

### What if I am managing commercial or residential rental property for others?

For sales tax, commercial property managers must use this application; residential property managers may use Form DR-1C, *Application for Collective Registration for Rental of Living or Sleeping Accommodations*. Contact Central Registration at 850-488-9750 for assistance.

### Are educational seminars offered?

Yes. To get a schedule of upcoming seminars or to register for one, visit us online at [www.myflorida.com/dor](http://www.myflorida.com/dor) or call the service center nearest you.

## FLORIDA DEPARTMENT OF REVENUE SERVICE CENTERS

CT—Central Time  
ET—Eastern Time

**Alachua Service Center**  
14107 US Highway 441 Ste 100  
Alachua FL 32615-6390  
386-418-4444 (ET)

**Fort Myers Service Center**  
2295 Victoria Ave Ste 270  
Fort Myers FL 33901-3871  
239-338-2400 (ET)

**Lake City Service Center**  
1401 W US Highway 90 Ste 100  
Lake City FL 32055-6123  
386-758-0420 (ET)

**Miami Service Center**  
8175 NW 12th St Ste 119  
Miami FL 33126-1828  
305-470-5001 (ET)

**Port Richey Service Center**  
6709 Ridge Rd Ste 300  
Port Richey FL 34668-6842  
727-841-4407 (ET)

**Clearwater Service Center**  
Arbor Shoreline Office Park  
19337 US Highway 19 N Ste 200  
Clearwater FL 33764-3149  
727-538-7400 (ET)

**Fort Pierce Service Center**  
Benton Building  
337 N US Highway 1 Ste 207-B  
Fort Pierce FL 34950-4255  
772-429-2900 (ET)

**Lakeland Service Center**  
230 S Florida Ave Ste 101  
Lakeland FL 33801-4625  
863-499-2260 (ET)

**Naples Service Center**  
3073 Horseshoe Dr S Ste 110  
Naples FL 34104-6145  
239-434-4858 (ET)

**Sarasota Service Center**  
Sarasota Main Plaza  
1991 Main St Ste 240  
Sarasota FL 34236-5940  
941-361-6001 (ET)

**Cocoa Service Center**  
2428 Clearlake Rd Bldg M  
Cocoa FL 32922-5731  
321-504-0950 (ET)

**Hollywood Service Center**  
Taft Office Complex  
6565 Taft St Ste 300  
Hollywood FL 33024-4044  
954-967-1000 (ET)

**Leesburg Service Center**  
1415 S 14th St Ste 103  
Leesburg FL 34748-6686  
352-315-4470 (ET)

**Orlando Service Center**  
AmSouth Bank Building  
5401 S Kirkman Rd 5th Floor  
Orlando FL 32819-7911  
407-903-7350 (ET)

**Tallahassee Service Center**  
2410 Allen Rd  
Tallahassee FL 32312-2603  
850-488-9719 (ET)

**Coral Springs Service Center**  
Florida Sunrise Tower  
3111 N University Dr Ste 501  
Coral Springs FL 33065-5090  
954-346-3000 (ET)

**Jacksonville Service Center**  
921 N Davis St A250  
Jacksonville FL 32209-6829  
904-359-6070 (ET)

**Maitland Service Center**  
Ste 160  
2301 Maitland Center Parkway  
Maitland FL 32751-4192  
407-475-1200 (ET)

**Panama City Service Center**  
703 W 15th St Ste A  
Panama City FL 32401-2238  
850-872-4165 (CT)

**Tampa Service Center**  
Ste 100  
6302 E Martin Luther King Blvd  
Tampa FL 33619-1166  
813-744-6344 (ET)

**Daytona Beach Service Center**  
1821 Business Park Blvd  
Daytona Beach FL 32114-1230  
386-274-6600 (ET)

**Key West Service Center**  
3118 Flagler Ave  
Key West FL 33040-4602  
305-292-6725 (ET)

**Marianna Service Center**  
4230 Lafayette St Ste D  
Marianna FL 32446-8231  
850-482-9518 (CT)

**Pensacola Service Center**  
3670C N L St  
Pensacola FL 32505-5217  
850-595-5170 (CT)

**West Palm Beach Service Center**  
2468 Metrocentre Blvd  
West Palm Beach FL 33407-3105  
561-640-2800 (ET)

### Account Management

5050 W Tennessee St  
Tallahassee, FL 32399-0100  
850-488-9750

### Taxpayer Services

800-352-3671 or  
850-488-6800  
**TDD:** 800-367-8331

### Unemployment Tax Employer Information Center

800-482-8293

### Internet Site

[www.myflorida.com/dor](http://www.myflorida.com/dor)  
**Tax Law Library**  
[www.myflorida.com/dor/law](http://www.myflorida.com/dor/law)

Before returning application, remove this page and retain for future reference.

# APPLICATION TO COLLECT AND/OR REPORT TAX IN FLORIDA

## SECTION A — BUSINESS INFORMATION



Please use **BLACK** or **BLUE** ink **ONLY** and type or print clearly.

Answer **ALL** questions in the section(s) that apply to your business.

### 1. This application is for (check all that apply):

✓	Tax Type	Fee Due	Complete Sections
<input checked="" type="checkbox"/>	Sales and Use Tax	\$5.00 *	A, B, H
	Use Tax Only	No fee	A, B, H
	Solid Waste Fees and Pollutants Tax	\$30.00**	A, B, C, H
	Unemployment Tax	No fee	A, D, H
	Gross Receipts Tax on Electric Power and Gas	No fee	A, E, H
	Documentary Stamp Tax	No fee	A, F, H
	Communications Services Tax	No fee	A, G, H

\*The \$5 registration fee does not apply if:  
 • Your business location is outside the State of Florida.  
 • Your business is moving from one Florida county to another.  
 • You register online.

\*\*The \$30 registration fee applies to drycleaning only. There is no fee for online registration.

### 2. Indicate whether this is a new registration (never before registered with the Florida Department of Revenue) or a change to an existing registration.

#### New Registration

A.  New business entity    B.  New business location    C.  New tax obligation at existing location

Provide certificate number if you checked B or C:  
  -           -

**Beginning date of business activity:**  
  /   /

month                      day                      year

Provide the date this business location or entity became or will become liable for Florida tax(es). Do not use your incorporation date unless that is the date your business became liable for tax. **If you have been in business longer than 30 days prior to registering, contact the DOR service center nearest you.**

#### Change to Existing Registration

D.  Change of county location (Business is moving from one Florida county to another)    E.  Change of legal entity    F.  Change of ownership

If you have checked Box D, E, or F, the Department will cancel your existing certificate(s) and issue a new one. Provide the certificate number(s) to be canceled. (Attach additional sheet if necessary.)  
  -           -

If your business is relocating within the same county, do not use this application. Contact the Department to change your address.

**This change is effective (enter date):**  
  /   /

month                      day                      year

### 3. If this is a seasonal business (not open year-round), list the months of your open season.

Beginning date:   /   /        Ending date:   /   /

month                      day                      year                      month                      day                      year

<b>4. Legal name of corporation, individual owner (last, first, middle) limited liability company, partnership, or other:</b>	<b>Owner telephone number:</b>
<b>5. Trade or fictitious name (d/b/a) (if different than #4 above):</b>	<b>Business telephone number:</b>
<b>6. Complete physical address of business or real property.</b> Home-based businesses and non-permanent flea market/craft show vendors must use their home addresses. Listing a post office box, private mailbox, or rural route number is not permitted.	<b>Fax number:</b>
<b>City/State/ZIP:</b>	<b>County:</b>
<b>7. Mailing address (if different than physical address):</b>	
<b>Mailing address:</b>	
<b>City/State/ZIP:</b>	<b>E-mail address:</b>

8. If you have a **Consolidated Sales Tax Number** and want to include this business location, please complete the following:

\_\_\_\_\_ 8 0 -            -

Consolidated registration name on record with the Florida Department of Revenue. Consolidated registration number  
 If you want to obtain a new consolidated number, contact the Department and request Form DR-1CON.

### 9. Business Entity Identification Number. If you are registering for unemployment tax or have employees, you must provide and FEIN. If an FEIN is not required for your business entity, the social security number of the owner is required. Social security numbers are used by the Department as unique identifiers for the administration of Florida's tax laws. They are confidential under sections 119.0721 and 213.053, Florida Statutes, and are not subject to disclosure as public records.

a. Federal Employer Identification Number (FEIN):   -

or

b. Social Security Number (SSN) of owner:    -   -

(If you are required to have an FEIN, but have not yet been assigned one you may call the Internal Revenue Service at 800-829-4933 to request one.)

**\*\* PLEASE TYPE OR PRINT CLEARLY \*\***

## SECTION A — BUSINESS INFORMATION (CONT'D.)

10. Identify proprietors or owners, partners, officers, members, or trustees. Include the person whose social security number is listed under Question 9. **Without this information, processing of your application may be stopped.**

Name Title	Social security number and Driver license number and state	Home address City/State/ZIP	Telephone number
-----	-----	-----	( --- ) --- - ----
-----	-----	-----	( --- ) --- - ----
-----	-----	-----	( --- ) --- - ----
-----	-----	-----	( --- ) --- - ----

11. **Type of ownership** - Check the box next to the exact entity structure of your business.

- |  |   |
|--|---|
| <p><input type="checkbox"/> <b>Sole proprietorship</b> - An unincorporated business that is owned by one individual.</p> <p><input type="checkbox"/> <b>Partnership</b> - The relationship existing between two or more entities or individuals who join to carry on a trade or business. This includes a business jointly owned/operated by a husband and wife.</p> <p>Check one: <input type="checkbox"/> General partnership    <input type="checkbox"/> Limited partnership<br/> <input type="checkbox"/> Joint venture    <input type="checkbox"/> Married couple</p> <p><input type="checkbox"/> <b>Corporation</b> - A person or group of people who incorporate by receiving a charter from their state's Secretary of State (includes professional service corporations).</p> <p>Check one: <input type="checkbox"/> C-corporation    <input type="checkbox"/> S-corporation<br/> <input type="checkbox"/> Not-for-profit corporation</p> <p><input type="checkbox"/> <b>Limited liability company</b> - Two or more entities (or individuals) who file articles of organization with their state's Secretary of State.</p> <p>Check one: <input type="checkbox"/> Single-member LLC    <input type="checkbox"/> Multi-member LLC</p> <p><input type="checkbox"/> Check here if you elected to be treated as a corporation for federal income tax purposes.</p> | <p><input type="checkbox"/> <b>Business trust</b> - An entity created under an agreement of trust for the purpose of conducting a business for profit (includes real estate investment trusts).</p> <p><input type="checkbox"/> <b>Non-business trust/Fiduciary</b> - An entity created by a grantor for the specific benefit of a designated entity or individual.</p> <p><input type="checkbox"/> <b>Estate</b> - An entity that is created upon the death of an individual, consisting of that individual's real or personal property.</p> <p style="padding-left: 40px;">Date of death: _____</p> <p><input type="checkbox"/> <b>Government agency</b> - A legal government body formed by governing constitutions, statutes, or rules.</p> <p><input type="checkbox"/> <b>Indian tribe or Tribal unit</b> - Any Indian tribe, band, nation, or other organized group or community which is recognized as eligible for the special programs and services provided by the United States to Indians because of their status as Indians (includes any subdivision, subsidiary, or business enterprise wholly owned by such an Indian tribe).</p> |
|--|---|

12. If a partnership, corporation, or limited liability company, provide your fiscal year ending date:   /

month                      day

13. If incorporated, chartered or otherwise registered to do business in Florida, provide your document/registration number from the Florida Secretary of State: \_\_\_\_\_

Provide the date of incorporation, charter, or authorization to do business in Florida:

/   /

month                      day                      year

**Note:**

If not incorporated, chartered or registered to do business in Florida, you may be required to do so. Call the Florida Department of State, Division of Corporations at 850-488-9000 for more information.

14. Is your business location rented from another person or entity? Yes  No

If yes, and you **do not operate from your home**, provide the following information.

Owner or landlord's name \_\_\_\_\_ Telephone number \_\_\_\_\_

Address \_\_\_\_\_ City/State/ZIP \_\_\_\_\_

15. a. What is your primary business activity? \_\_\_\_\_

b. What are your taxable business activities? \_\_\_\_\_

c. If known, enter your North American Industry Classification System (NAICS) Code: \_\_\_\_\_  
 To determine your NAICS code, go to <http://www.naics.com/search.htm>



**SECTION B — SALES AND USE TAX ACTIVITY — \$5 FEE (IN-STATE ONLY)**

16. Does your business activity include (check all that apply):
- |   |   |  |
|---|---|--|
| a. <input type="checkbox"/> Sales of property or goods at retail (to consumers)?                            | h. <input type="checkbox"/> Renting/leasing motor vehicles to others?   | n. <input type="checkbox"/> Providing any of the following services? (Check all that apply.)   |
| b. <input type="checkbox"/> Sales of property or goods at wholesale (to registered dealers)?                | i. <input type="checkbox"/> Repair or alteration of tangible personal property?   | n1. <input type="checkbox"/> Pest control for nonresidential buildings   |
| c. <input type="checkbox"/> Sales of secondhand goods?  | j. <input type="checkbox"/> Charging admission or membership fees?  | n2. <input type="checkbox"/> Cleaning services for nonresidential buildings  |
| d. <input type="checkbox"/> Rental of commercial real property to individuals or businesses?                | k. <input type="checkbox"/> Placing and operating coin-operated amusement machines at business locations belonging to others? | n3. <input type="checkbox"/> Detective services  |
| e. <input type="checkbox"/> Rental of transient living or sleeping accommodations (for six months or less)? | l. <input type="checkbox"/> Placing and operating vending machines at business locations belonging to others?                 | n4. <input type="checkbox"/> Protection services   |
| f. <input type="checkbox"/> Management of transient living or sleeping accommodations belonging to others?  | m. <input type="checkbox"/> Purchasing items to be included in a finished product assembled or manufactured for sale?         | n5. <input type="checkbox"/> Security alarm system monitoring  |
| g. <input type="checkbox"/> Rental of equipment or other property or goods to individuals or businesses?    |   | o. <input type="checkbox"/> Purchasing items that were not taxed by the seller at time of purchase (includes, but is not limited to, purchases through the Internet, from catalogs, or from out-of-state sellers)? |
|   |   | p. <input type="checkbox"/> Using dyed diesel fuel for off-road purposes?  |
|   |   | q. <input type="checkbox"/> Operating vending machine(s) owned by you at your business location?   |
17. What products or services do you purchase for resale? \_\_\_\_\_

**COIN-OPERATED AMUSEMENT MACHINES**

18. Are coin-operated amusement machines being operated at your business location? If yes, answer question 19. ....  Yes  No
19. Do you have a written agreement that requires someone other than yourself to obtain amusement machine certificates for any of the machines at your location? If yes, provide their information below. ....  Yes  No

Name \_\_\_\_\_ Address \_\_\_\_\_ Telephone number \_\_\_\_\_

Note: You must complete an *Application for Amusement Machine Certificate* (Form DR-18) if you answered YES to question 18 and NO to question 19.

**CONTRACTORS**

20. Do you improve real property as a contractor? If yes, answer questions 21-23. ....  Yes  No
21. Do you sell tangible personal property at retail? .....  Yes  No
22. Do you purchase materials or supplies from vendors located outside of Florida? .....  Yes  No
23. Do you fabricate or manufacture any building component at a location other than contract sites? .....  Yes  No

**MOTOR FUEL**

24. Do you sell any type of fuel or use off-road, dyed, diesel fuel? If yes, answer questions 25 and 26. ....  Yes  No
25. a. Do you make retail sales of gasoline, diesel fuel, or aviation fuel at posted retail prices? .....  Yes  No
- b. If yes to #25a, does this business exist as a marina? .....  Yes  No
- c. If yes to #25a, do you expect to sell more diesel fuel than gasoline? .....  Yes  No
- d. If yes to #25a, provide your Florida Department of Environmental Protection facility identification number for this location.
26. Do you use dyed diesel fuel for off-road purposes that was not taxed at the time of purchase? .....  Yes  No

**SECTION C — SOLID WASTE FEES AND POLLUTANTS TAX — \$30 FEE FOR DRYCLEANING ONLY**

27. Do you sell tires or batteries, or rent/lease motor vehicles to others? If yes, answer questions 28-30. ....  Yes  No
28. Do you make retail sales of new tires for motorized vehicles (either separately or as a part of a vehicle)? .....  Yes  No
29. Do you make retail sales of new or remanufactured lead-acid batteries sold separately or as a component part of another product such as new automobiles, golf carts, boats, etc.? .....  Yes  No
30. Are you in the business of renting or leasing vehicles that transport fewer than nine passengers to individuals or businesses? .....  Yes  No
31. Do you own or operate a dry-cleaning dry drop-off facility or plant in Florida? If yes, enclose the \$30 dry-cleaning registration fee. ....  Yes  No
32. Do you produce or import perchloroethylene? If yes, you must complete an *Application for Florida License to Produce or Import Taxable Pollutants* (Form DR-166). ....  Yes  No



**SECTION E — GROSS RECEIPTS TAX — NO FEE**

42. Do you sell, deliver, or transport electricity or gas? If yes, check the items below that apply:.....  Yes  No
- a. Electricity .....  Yes  No
- b. Natural or manufactured gas? .....  Yes  No
43. Do you import into this state, natural or manufactured gas for your own use as a substitute for purchasing taxable utility or transportation services?.....  Yes  No

**SECTION F — DOCUMENTARY STAMP TAX — NO FEE**

44. Do you make sales, finalized by written agreements, that do not require recording by the Clerk of the Court, but do require documentary stamp tax to be paid? If yes, answer questions 45-47.....  Yes  No
45. Do you anticipate five or more transactions subject to documentary stamp tax per month?.....  Yes  No
46. Do you anticipate your average monthly documentary stamp tax remittance to be less than \$80 per month? .....  Yes  No
47. Is this application being completed to register your **first** location to collect documentary stamp tax?.....  Yes  No  
**If no, and this application is for additional locations, please list name and address of each additional location.**  
 (Attach additional sheets if needed.)
- Location name \_\_\_\_\_ Telephone number \_\_\_\_\_
- Physical address \_\_\_\_\_ City/State/ZIP \_\_\_\_\_

**SECTION G — COMMUNICATIONS SERVICES TAX — NO FEE**

48. Do you sell communications services? If yes, check the items below that apply.....  Yes  No
- a. Telephone service (local, long distance, or mobile).....  Yes  No
- b. Paging service .....  Yes  No
- c. Facsimile (fax) service (not in the course of advertising or professional services).....  Yes  No
- d. Cable service .....  Yes  No
- e. Direct-to-home satellite service .....  Yes  No
- f. Pay telephone service .....  Yes  No
- g. Reseller (only sales for resale; no sales to any retail customers).....  Yes  No
- h. Other services; please describe: \_\_\_\_\_  Yes  No
49. Do you purchase communications services to integrate into prepaid calling arrangements?.....  Yes  No
50. Are you applying for a direct pay permit for communications services? .....  Yes  No
51. Check the appropriate box(es) for the method(s) you **intend** to use for determining the local taxing jurisdictions in which service addresses for your customers are located. If you use multiple databases, check all that apply. If you **only** sell pay telephone or direct-to-home satellite services, provide prepaid calling arrangements, are a reseller, or are applying for a direct pay permit, skip questions 51 and 52.
1. An electronic database provided by the Department.  3. ZIP+4 and a methodology for assignment when ZIP codes overlap jurisdictions.
- 2a. A database developed by this company that will be certified. To apply for certification of your database, complete an *Application for Certification of Communications Services Database* (Form DR-700012).  4. ZIP+4 that does not overlap jurisdictions. Example: a hotel located in one jurisdiction.
- 2b. A database supplied by a vendor. Provide the vendor's name: \_\_\_\_\_  5. None of the above.

Two collection allowance rates are available.

- Dealers whose databases meet the criteria in items 1, 3, or 4 above are eligible for a .75 percent (.0075) collection allowance.
- Dealers whose databases meet the criteria in item 5 are eligible for a .25 percent (.0025) collection allowance.
- Dealers meeting the criteria in item 2a are eligible for a .25 percent (.0025) collection allowance until the database is certified. Upon certification, the dealer will receive the .75 percent (.0075) collection allowance.
- Dealers meeting the criteria in 2b are eligible for the .75 percent (.0075) collection allowance if the vendor's database has been certified. If not, the .25 percent collection allowance (.0025) will apply.

Dealers with multiple databases may need to file two separate returns in order to maximize their collection allowances.

- If all databases are certified or a ZIP+4 method is used, then the dealer is entitled to the .75 percent (.0075) collection allowance.
- If some databases are certified or a ZIP+4 method is used, and some are not, the dealer has two options for reporting the tax. One is to file a single return for all taxable sales from all databases and receive a .25 percent (.0025) collection allowance. The second option is to file two returns: one reporting taxable sales from certified databases (.75 percent allowance) and a separate return for the taxable sales from non-certified databases (.25 percent allowance).
- If no databases are certified, the dealer will receive a .25 percent (.0025) collection allowance on all tax collected.

52. If you wish to be eligible for both collection allowances, check the box below to indicate that you will file two separate returns.

- I will file two separate communications services tax returns in order to maximize my collection allowance.

53. Provide the name of the managerial representative who can answer questions regarding filed tax returns.

Name \_\_\_\_\_

Telephone \_\_\_\_\_

E-Mail Address \_\_\_\_\_

Street Address \_\_\_\_\_

## SECTION H — APPLICANT DECLARATION AND SIGNATURE

**This application will not be accepted if not signed by the applicant.**

If the applicant is a sole proprietorship, the proprietor or owner must sign; if a partnership, a partner must sign; if a corporation, an officer of the corporation authorized to sign on behalf of the corporation must sign; if a limited liability company, an authorized member or manager must sign; if a trust, a trustee must sign; if applicant is represented by an authorized agent for unemployment tax purposes, the agent may sign (attach executed power of attorney). **THE SIGNATURE OF ANY OTHER PERSON WILL NOT BE ACCEPTED.**

Please note that any person (including employees, corporate directors, corporate officers, etc.) who is required to collect, truthfully account for, and pay any taxes and willfully fails to do so shall be liable for penalties under the provisions of section 213.29, Florida Statutes. All information provided by the applicant is confidential as provided in s. 213.053, F.S., and is not subject to Florida Public Records Law (s. 119.07, F.S.).

**Under penalties of perjury, I attest that I am authorized to sign on behalf of the business entity identified herein, and also declare that I have read the information provided on this application and that the facts stated in it are true to the best of my knowledge and belief.**

**SIGN  
HERE**

Title \_\_\_\_\_

Print name \_\_\_\_\_

Date \_\_\_\_\_

Amount enclosed: \$ \_\_\_\_\_

- **\$5 fee** – Sales tax registration for business/property located in Florida.
- **\$30 fee** – Solid waste registration for dry cleaners.

### USE THIS CHECKLIST TO ENSURE FAST PROCESSING OF YOUR APPLICATION.

- ✓ Complete the application in its entirety.
- ✓ Make sure that you have provided your FEIN or SSN.
- ✓ Sign and date the application.
- ✓ Attach check or money order for appropriate registration fee amount. **DO NOT SEND CASH.**

- ✓ Mail to: **FLORIDA DEPARTMENT OF REVENUE  
5050 W TENNESSEE ST  
TALLAHASSEE FL 32399-0100**

**You may also mail or deliver your application to any service center listed on the inside front cover.**

#### FOR DOR USE ONLY

PM/Delivery

		/			/		
--	--	---	--	--	---	--	--

Contract Object (MO)

--	--	--	--	--	--	--	--

NAICS Code(s):

B.P. No.

--	--	--	--	--	--	--	--

Contract Object (LO)

--	--	--	--	--	--	--	--

UT Acct. No..

								-	
--	--	--	--	--	--	--	--	---	--

Contract Object (other)

--	--	--	--	--	--	--	--
