



CITY OF ZEPHYRHILLS

"City of Pure Water"

Building Department

5335 Eighth Street • Zephyrhills, Florida 33542-4312
(813) 780-0020 • Fax (813) 780-0021

July 2023

W. A. "Bill" Burgess

Director of Building
Licensing & Zoning

Re: **City of Zephyrhills Business Tax Receipt Renewal 2023/2024**
(formerly called Occupational License)

Dear Business Person(s):

City of Zephyrhills Business Tax Receipt (BTR) for fiscal year 2023/2024 is due **renewal by September 30, 2023**. Any payments received **AFTER** October 1, 2023 will accrue the following penalties:

October	2 - 31 st - 10%
November	1 - 30 th - 15%
December	1 - 31 st - 20%
January	1 - After - 25%

Delinquent Business Tax Receipts are subject to fines of up to \$80 per day according to City Resolution #498-01.

****Before validating your City Business Tax Receipt, we MUST have updates included with check, see list for updates needed if no updates the check will be returned which may cause penalties:**

- **State Certified License or State Registered License with County Competency**
 - **Business Tax Receipt (County)**
- **Fictitious Name (Exempt for LLC, dba, Inc)**
- **General Liability**
- **Worker's Compensation or Exemption**

All payments received by mail will be credited according to the postmark date **if** only all the above information has been supplied. Please return your renewal notice along with your payment **reference your BTR # on your check**. Notate any changes, corrections on your renewal notice if needed.

Checks are made payable to: City of Zephyrhills

**Mail to: City of Zephyrhills - Building Department-Business Tax Receipt Division
5335 8th Street, Zephyrhills, FL 33542**

Thank you for your cooperation in complying promptly in renewal.

City of Zephyrhills
Building Department – Business Tax Receipt Division