



OFFICE OF THE TAX COLLECTOR

STAN COLIE NICHOLS
TAX COLLECTOR

6495 CAROLINE STREET STE E
MILTON FL 32570

FIRE AND GOING-OUT-OF-BUSINESS SALES PERMIT CHECKLIST

1. Completed application, signed and notarized.
2. \$50 payment. Cash, money order or certified check made payable to the Tax Collector.
3. Complete listing of inventory. (Dollar amount will not be accepted). A daily list of inventory must be kept indicating items sold and quantity remaining unsold as of each day's close of business and the closing date of the sale. These records shall be available for inspection by a representative of the Tax Collector's Office. No additions, changes or deletions can be made the period of the sale.
4. Copy of the proposed advertisement
5. All taxes must be paid and current, including Real Estate, Tangible Personal Property, Tourist Development, and Public Service taxes, if applicable.
6. Must surrender Local Business Tax Receipts and any other local licenses or permits for Going Out of Business Sales permits. Fire Sale permits may retain these documents.
7. The permit only authorizes one type of sale at the location shown on the permit.
8. The permit shall not be transferred.
9. The permit can be issued for a period of not more than 60 consecutive days including Sundays and holidays.



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STAN COLIE NICHOLS
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PO BOX 7100
MILTON FL 32572-7100

APPLICATION FOR PERMIT FIRE AND GOING-OUT-OF-BUSINESS SALES AND AUCTIONS

Chapter 559, Part III, Florida Statutes

Application is hereby made by the undersigned for a permit to conduct a _____
_____ sale beginning ____/____/20____ and ending
_____ (type of sale) _____ (date)
____/____/20____. As required by law, the applicant submits the following information:
(date)

Name of Business _____
Location of Sale _____
Applicant's relationship to business (check one)
☐ CEO, ☐ President, ☐ Vice President, ☐ Other (explain) _____
Nature of occupancy (check one) ☐ own ☐ lease ☐ sublease ☐ other (explain) _____
Date of termination of occupancy ____/____/20____
(Attach notice of termination, contract for sale, etc.)
This sale will be noticed or advertised by means of _____

All advertisements shall be in accordance with the purpose of the sale stated in this application and each such advertisement shall contain the exact following statement:

Sale held pursuant to Santa Rosa County, _____ Sale,
(type of sale)
Permit No. _____ granted the ____ day of _____, 20____.

A complete inventory of the goods, wares, and merchandise to be offered for sale is attached to and made a part of this application. All items that are reported on tangible personal property returns filed with the Santa Rosa County Property Appraiser shall also contain the tangible personal property account or folio number. Only those items as are contained on this attached inventory will be advertised, offered for sale, and/or sold. No additions to inventory are allowed.

As required by law, an itemized list must be kept of all sales as they are made, summarized daily, and entered at the close of each day's business on a copy of the inventory list attached to this application in such a manner as to provide the following information:

1. The inventory (itemized) at the beginning date of the sale.
2. The quantity of each item sold each day, revising the inventory list, marking those items disposed of during the day.
3. The quantity of each item remaining unsold at the close of each day's business.
4. The quantity of each item remaining unsold at the closing date of the sale.
5. A copy of each purchase invoice for each item on the inventory list.

Such books and records as required by the Tax Collector shall be maintained and shall be made available during business hours upon request.

[Applies to Going-Out-of-Business sales only] Permittee hereby surrenders to the Tax Collector for cancellation the following business licenses and tax receipts:

TYPE	LICENSE/RECEIPT NO.	ISSUED BY
_____	_____	_____
_____	_____	_____
_____	_____	_____

The permit issued shall be prominently displayed near the entrance to the business.

Enclosed with the application is a non-refundable \$50 fee for a single location sale. The fee must be in the form of a money order or certified check made payable to the Tax Collector.

The undersigned acknowledges that a person who violates Chapter 559, Part III, is guilty of a misdemeanor of the second degree and that a violation of any provision of Chapter 559, Part III, may result in revocation of permit.

The undersigned certifies that all ad valorem taxes, both real property and tangible personal property, are paid through the current taxing year.

The undersigned acknowledges that this permit shall expire the 60th consecutive day following the day of issuance, including weekends and legal holidays, that this permit is not renewable, assignable or transferable, and that the sale must cease upon expiration of the permit.

The undersigned represents that the undersigned has the authority to sign on behalf of the applicant seeking this permit.

Under penalties of perjury, I declare that I have read the foregoing and that the facts stated in it are true.

Signature

Printed name

Title

Notary Public, State of Florida at Large _____

(FOR TAX COLLECTOR'S OFFICE USE ONLY)

This application ☐ approved on _____ (date of approval), ☐ denied: Reason: _____

Fee paid _____

Permit No. _____

Authorized by _____ **Date** _____

Approved by _____ **Date** _____

Signature

(printed name/title)

Office of the Santa Rosa County Tax Collector

Signature

(printed name/title)

Office of the Santa Rosa County Tax Collector

**THIS PERMIT IS NOT ASSIGNABLE OR TRANSFERABLE AND SHALL
NOT BE EXTENDED BEYOND THE ORIGINAL PERIOD FOR WHICH ISSUED.**