



Michael A. Etienne, Esquire
North Miami Elected City Clerk



City of North Miami Office of the City Clerk
776 NE 125 Street | North Miami | Florida | 33161
Office: 305.895.9815 Fax: 305.899.0497

Business Tax Receipt Application Checklist

**The following documentation must be submitted
PRIOR to the issuance of a Business Tax Receipt.**

- Certificate of Use (Community Planning and Development)
 - Must be COMPLETED before applying for Business Tax Receipt
- Business tax Receipt Application
- Articles of Incorporation/ Fictitious Name Registration (www.Sunbiz.org all business must be registered with the State of Florida)
- State License if applicable this includes all state and county certifications and registrations
 - Department of Business Regulation / Hotel and Restaurant Commission
(Please call 850-487-1395)
 - Department of Agriculture & Consumer Services
(Please call 850-410-3800)
 - Division of Food Safety
(Please call 850-245-5520)
 - Alcoholic Beverage License
(Please call 305-470-6783)
 - Must be COMPLETED before applying for Business Tax Receipt

**Must apply for Miami-Dade County Business Tax Receipt as well.
Miami-Dade County Local Business Tax Receipt**

305-270-4949

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