

City Clerk's Office
405 Larue Avenue, Edgewood, FL 32809
PH: 407-851-2920 * FAX: 407-8517361

bmeeks@edgewood-fl.gov

HOME BUSINESS AFFIDAVIT

BUSINESS OWNER INFORMATION	PROPERTY OWNER INFORMATION (IF DIFFERENT THAN Business Owner)
Name:	Name:
Street:	Street:
City/State/Zip:	City/State/Zip:
Telephone:	Telephone:
Proposed Name of Business:	
Description of Proposed Business: <hr/> <hr/> <hr/>	

Regulations for Home Business Tax Receipt (Sec. 134-518)

Home Business shall be conducted entirely within a dwelling, provided that all of the following conditions are met:

Procedural requirement.

Business Tax Receipt required. All home occupations shall be required to obtain a Business Tax Receipt prior to the start of such use. In addition to any other submittals required for a Business Tax Receipt, the applicant shall also submit the following:

- Location of dwelling unit where the home occupation will be conducted.
- Total floor area of the dwelling unit.
- Area of room or rooms to be utilized in the conduct of the home occupation.
- A sketch with dimensions showing the floor plan and the area to be utilized for the conduct of the home occupation. (*See Attached Illustration*)
- The exact nature of the home occupation.
- Notarized letter of approval for the home occupation from the property owner and/or property manager.

Business shall be conducted in accordance with City Code, Chapter 34 – Licenses and Business Regulations

I, the undersigned, do hereby swear and affirm that I am a resident of Edgewood, Florida, that I am the person responsible for the operation and conduct of the business named herein. I have read and understand the REGULATIONS FOR HOME BUSINESS TAX RECEIPT, and hereby agree to abide fully by said regulations.

I understand an Orange County Business Tax Receipt must be obtained after the City Business Tax Receipt is issued.

I understand that it is the applicant’s responsibility to secure the Business Tax Receipt prior to conducting business in the City of Edgewood.

I understand that a Notice letter shall be sent to abutting property owners within 30 days after the issuance of the Business Tax Receipt for the home occupation. The letter will advise the abutting property owners of the purpose of my home occupation.

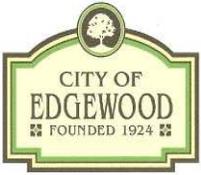
I further understand that if this home occupation is not being conducted in accordance with the requirements of the city Code, the City Clerk has the authority to initiate revocation of the permit for it.

Business Owner Signature

Date

CITY OF EDGEWOOD

405 Larue Avenue, Edgewood, FL 32809 * PH: 407-851-2920 * FAX: 407-851 7361



HOME BUSINESS TAX RECEIPT APPLICATION
(Section 134-518 Edgewood City Code)

Date _____ Zoning _____ Fee \$ _____

Filing this application and remitting the business tax fee for a city business tax receipt does not allow the applicant to operate or engage in any type of business, occupation or profession until a business tax receipt is issued to the applicant.

Business Information	Mailing Address (If different than business address)
Name:	Name:
Address:	Address:
Shopping Center:	City/State/Zip:
City/State/Zip:	Phone: Fax:
Phone: Fax:	Email Address:
Email Address:	

.....

Business Description (In Detail):

Federal Tax ID Number (FEI#) _____ **OR** Social Security Number: _____

Fictitious Name Registration# _____ **OR** Exemption Status: _____
(Attach a Copy) (Licensed Professional, First & Last Name Used, Incorporated, Attorney)

Regulatory License/Certification # _____ Corporate Doc# _____

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Accounting

Full Fiscal Year Fee: \$ _____ Half Year Fee: \$ _____ Transfer Fee: \$ _____

Classification Code	Bus. Tax Fee	Other Fee	Penalty	Total	Bus Tax Number

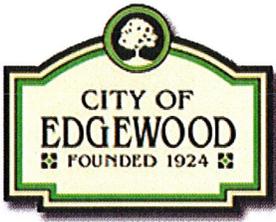
Notes: _____

Date Paid: _____ Date Issued: _____ Issued By: _____

Total Business Tax Paid: _____ Cash Check # _____

The City of Edgewood's Code of Ordinances can be found at:

<http://library.municode.com/index.aspx?clientId=13880>



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**CITY OF EDGEWOOD
SOCIAL SECURITY NUMBER COLLECTION POLICY NOTICE**

STATEMENT OF POLICY

In compliance with Section 119.071(5) of *Florida Statutes* The City of Edgewood may collect individual social security numbers when specifically authorized by law to do so or when it is imperative for the performance of the City's duties. If you do not provide your social security number, the City may not be able to provide the services or employment that you request without it. The City only collects your social security number for the following purposes:

- Classification of Accounts
- Identification and Verification
- Credit Worthiness
- Billing and Payments
- Bank Draft Authorizations
- Data Collection
- Reconciliation
- Benefit Processing
- Business Tax Receipt Applications (per FS 205.0535(5))
- Tax Reporting
- Benefit Processing
- Vendor Registration Applications
- Volunteer Contracts for Background Checks
- Police Statements and Arrests for Verification of Identity

Social security numbers are also used as a unique numeric identifier and may be used for search purposes.