



The City of Riviera Beach

600 W. Blue Heron Blvd.
Riviera Beach, FL 33404
Telephone: (561)845-4019

Certificate of Use [checked]
Business Tax Receipt [checked]

Certificate of Use/Business Tax Receipt Application

Warning: this application is not a Certificate of Use or Business Tax Receipt

PCN# (REQUIRED) 5 6 - - - - -

BUSINESS NAME:
BUSINESS ADDRESS: SUITE # CITY: ST: ZIP:
BUSINESS PHONE: E-MAIL ADDRESS
MAILING ADDRESS: SUITE # CITY: ST: ZIP:
DESCRIBE NATURE OF BUSINESS IN DETAIL:

MANAGER/APPLICANT'S NAME (If a corporation attach a list of all officers)

OWNER TITLE

DATE OF BIRTH DRIVER'S LICENSE# ST:

PLEASE INCLUDE ANY APPLICABLE INFORMATION BELOW

STATE LICENSE OR FLORIDA BAR CARD #
SQ. FT. INVENTORY AMOUNT \$ # OF EMPLOYEES # OF SEATS
# OF MACHINES # OF VEHICLES # OF AMUSEMENT DEVICES/POOL TABLES

ARE YOU APPLYING FOR A MOBILE VENDOR LICENSE? YES OR NO (PLEASE CIRCLE ONE)
HAVE YOU BEEN ISSUED A NOTICE OF VIOLATIONS? YES OR NO (PLEASE CIRCLE ONE)
IS THIS A RENTAL PROPERTY? YES OR NO (PLEASE CIRCLE ONE) IF YES, PLEASE COMPLETE AFFIDAVIT FOR RENTAL UNIT
HAS THIS BUSINESS BEEN TAXED WITHIN THE CITY BEFORE? YES OR NO (PLEASE CIRCLE ONE)

WHERE? WHEN?

IS THE PROPOSED BUSINESS LOCATION VACANT? YES OR NO (PLEASE CIRCLE ONE) IF YES, HOW LONG HAS THE LOCATION BEEN VACANT IF NO, WHAT IS THE CURRENT USE?

IS BUSINESS A HOME OCCUPATION? YES OR NO (PLEASE CIRCLE ONE) IF YES, PLEASE COMPLETE HOME OCCUPATION AFFIDAVIT

- 1. THE PLACE OF BUSINESS MUST BE OPEN TO ALL INSPECTORS.
2. IT IS THE APPLICANT'S RESPONSIBILITY TO FOLLOW UP ON THIS PROCESS.
3. DO NOT OPERATE A BUSINESS WITHOUT A CERTIFICATE OF USE AND BUSINESS TAX RECEIPT.

\*\*IMPORTANT INFORMATION\*\*

YOUR FIRST STEP IN OBTAINING A CERTIFICATE OF USE IS TO RECEIVE ZONING VERIFICATION TO DETERMINE THAT THE LOCATION IS PROPERLY ZONED FOR THE PROPOSED BUSINESS ACTIVITY. AFTER RECEIVING ZONING VERIFICATION YOU MUST OBTAIN CODE ENFORCEMENT AND FIRE INSPECTIONS AND APPROVAL FROM THE POLICE DEPARTMENT.

I certify that all the above information is true and correct, and I understand that any false statements constitute a violation of Florida State Statutes § 831.01 and will result in the revocation or denial of Certificate of Use and prosecution in accordance with the law. I hereby agree to operate the above-described business in accordance with all the laws of the State of Florida and the laws and ordinances of the City of Riviera Beach. Furthermore, I understand that the issuance of this Certificate of Use is conditioned upon the compliance with all ordinances and the results of any investigations of the above described business.

APPLICANT'S SIGNATURE: DATE:

PRINTED NAME:

- SIGNATURES MUST BE ORIGINAL
APPLICATION MAY NOT BE FAXED