

City of Tampa

Business Tax Online Payment System



T&I Change Management | 2019

What can you do on the Business Tax Online Payment System?

1

PAY Business Tax Online



2

PRINT Business Tax Receipt

Receipt # 2019001988		Control No. 639999 NEW	
For Period Commencing JULY 1ST, 2018		and ending September 30, 2019	
Total: \$444.10	Dated 05/22/2019	Application No.	
<small>This Business Tax Receipt does not permit the holder to operate in violation of any City Law or Ordinance including, but not limited to, zoning and other land use regulations. If in doubt, the holder should verify that he or she has the appropriate zoning by calling the Office of Land Development Coordination at 274-3100. This Business Tax Receipt must be conspicuously posted in place of business.</small>			
Classification	Description	Amount	
993000	ADMIN HANDLING FEE	10.00	2019 CITY OF TAMPA TAX RECEIPT BUSINESS TAX DIVISION
3012	ADM OFFICE-OVER 10 WORKERS	434.10	
By: JB			
Business Name and Address CITY OF TAMPA BUSINESS TAX PO BOX 2200 TAMPA FL 33601		Business Name and Location CITY OF TAMPA BUSINESS TAX 4900 W LEMON ST TAMPA FL 33609	

How to pay your Business Tax Online

Step 1a:

Locate Record.

- In Search bar select **Business Tax**

The screenshot shows the City of Tampa Citizen Access Portal. At the top, there is a navigation bar with links for Home, Search, New, Request, Help, and Return to 1ampagov.net. On the right side of the navigation bar, there are links for Register for an Account and Login. Below the navigation bar is a search bar with the text "You do not have to be logged in to search" and "Search by Address or Record". The main content area is divided into several sections: Welcome to the City of Tampa Citizen Access Portal, General Information, Building, Planning, Enforcement, and Business Tax. The Business Tax section is circled in red and includes a link for Search Applications. On the right side, there is a Login section with fields for User Name or E-mail and Password, a Remember me checkbox, and links for I've forgotten my password and New Users: Register for an Account.

How to pay your Business Tax Online

Step 1b:

Enter either:

- **Control Record** or
- **Business Address**

Search for Records

Enter information below to search for records.

- Control Number (7 Digits XXXXXXXX)
 - Legacy 6 Digits Should add a 0 or wildcard(%) to the beginning (0XXXXXX or %XXXXXX)
- Business Address

Select the search type from the drop-down list.

General Search

General Search ▼

1 Control Number:

2 Street No.:

From

-

To

Direction: ⓘ

--Select-- ▼

Street Name: ⓘ

Street Type:

--Select-- ▼

Unit No.: ⓘ

City:

State:

Zip:

Search

Clear

How to pay your Business Tax Online

Step 2:

Select **Payments** Tab.
Select **Taxes**.

Record [REDACTED]:
Tax Receipt Merchant Renewal
Record Status: Unpaid
Record Info ▾ Payments ▾
Taxes
Work Location
Record Details
Project Description:
More Details
Related Contacts
Tax Mailing Address information
Taxpayer information
Application Information
BUSINESS INFORMATION
Business Name:
EIN:
Application Information Table

How to pay your Business Tax Online

Step 3: Select **Pay**.

Taxes

EFFECTIVE JULY 1, 2011, CHAPTER 205.194 (1) Florida Statutes was amended to require taxpayers renewing a local business tax receipt to practice any profession or engage in any business or occupation regulated by the Florida Department of Business and Professional Regulation, the Florida Supreme Court, or any other state regulatory agency, including any board or commission thereof, must exhibit an active state certification, registration, or license, or proof of copy of the same. If paying on line you are certifying that you meet this requirement. Online payments do not require that you submit a copy of your licensure.

Outstanding:

Date	Invoice Number	Amount
<u>07/01/2019</u>	1691134	\$115.76
<u>07/01/2019</u>	1691134	\$86.81
<u>07/01/2019</u>	1691134	\$10.00
Total outstanding: \$212.57		



How to pay your Business Tax Online

Step 4: Select **Continue**.

Listed below are preliminary fees based upon the information you've entered. Some fees are based on the quantity of work items installed or repaired. Enter quantities where applicable. The following screen will display your total fees.

Business Taxes

Fees	Qty.	Amount
087585 - RETAIL STORE	1	\$115.76
087620 - INVENTORY	1	\$86.81
993000 - ADMIN HANDLING FEE	1	\$10.00

TOTAL TAXES: \$212.57

Note: This does not include additional taxes which may be assessed later.

[Continue »](#)

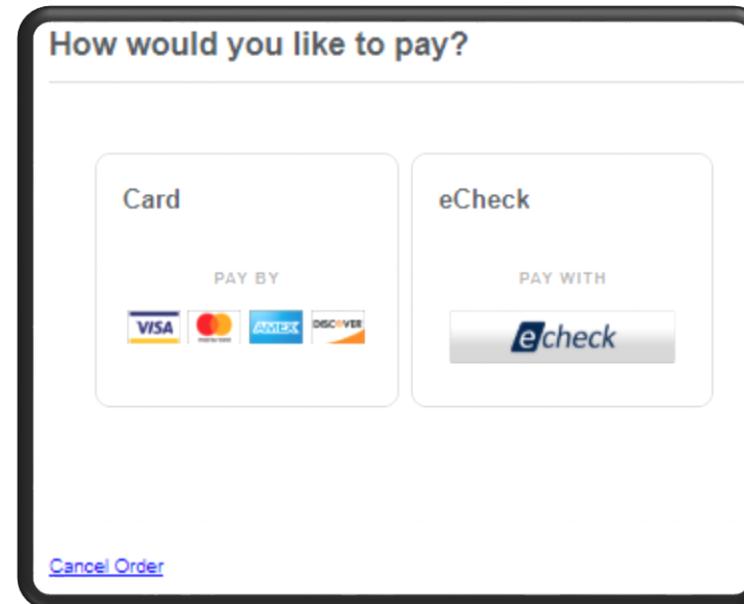
[Continue »](#)

How to pay your Business Tax Online

Step 5:

Select either

- **Pay with Credit/Debit Card** or
- **Pay with Bank Account (aka eCheck).**



The screenshot shows a payment selection interface titled "How would you like to pay?". It features two main options: "Card" and "eCheck".

- Card:** Labeled "PAY BY", it includes logos for VISA, Mastercard, AMEX, and DISCOVER.
- eCheck:** Labeled "PAY WITH", it features the echeck logo.

A "Cancel Order" link is visible at the bottom left of the interface.

How to pay your Business Tax Online

Step 5a:

Selection of

- **Pay with Credit/Debit Card.**

Billing Information

* Required field

First Name *

Last Name *

Address *

City *

Country/Region *

State/Province *

Zip/Postal Code *

Phone Number *

Email *

Your Order

Total amount **\$212.57**

Card selected: [Change payment method](#)

Payment Details

Card Type *

Visa Mastercard

Amex Discover

Card Number *

Expiration Date *

CVN *

This code is a three or four digit number printed on the back or front of credit cards.

How to pay your Business Tax Online

Step 5b:

Selection of

○ **Pay with Bank Account (eCheck).**

1. Enter Billing Information
2. Enter Account Information (routing number and bank account number)
3. Click Pay.

Billing Information

* Required field

First Name *

Last Name *

Address *

City *

Country * United States of America ▼

State/Province * Florida ▼

Zip/Postal Code *

Phone Number *

Email *

Payment Details

Routing Number *

Account Number *

Check Number *

Account Type * ▼

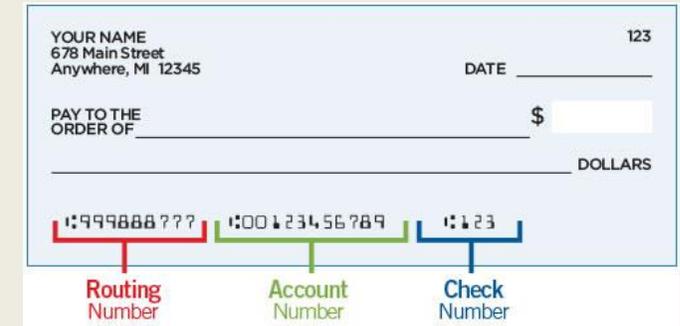
Driver License Number

Driver License State ▼

Company Tax ID

By clicking Pay, I agree to the [Electronic Check Terms & Conditions](#)

ABA Routing Example



Please enter your banking information as shown in the example above.

- **Routing number** – always comes first and is exactly 9 digits.
- **Account number** – varies in length. Include any leading numbers but omit spaces and non-numeric characters.
- **Check number** – is not needed. Do not include the check number.

It is number to enter your banking account information accurately, or your payment cannot be successfully completed.

Payment Confirmation

Step 6:



Receipt Date: 23-08-2019
Order Number: 158855

Billing Information

[Blurred Billing Information]

Payment Details	Order Total
Visa xxxxxxxxxxxx1111	Total amount [Blurred]

Please keep a copy of this receipt for your records

Please keep a copy of this receipt for your records

Print/View Business Tax Receipt

Step 7:

You can print your Business Tax Receipt via:

- **View Receipt or**
- **Print View Receipt**

Receipt

Your application and/or payment has been successfully processed.

[Print/View Receipt](#)

11607 N 15TH ST, TAMPA FL 33612

BTM-R-20-0000666 [View Receipt](#)

[Print/View Receipt](#)

Receipt # 1796578		Control No. 0000666	
For Period Commencing JULY 1ST, 2019		and ending September 30, 2020	
Total: 212.57		Dated 10/22/2019	
		Application No. 0000666	
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Classification	Description	Amount	
087585	RETAIL STORE	\$115.76	2020 CITY OF TAMPA TAX RECEIPT BUSINESS TAX DIVISION By: ACA
087620	INVENTORY	\$86.81	
993000	ADMIN HANDLING FEE	\$10.00	
Business Name and Address		Business Name and Location	

Business Tax Receipt

Forgot to print your Business Tax Receipt?

Log back into your account and click **View Details**.

You can print your receipt.

Record BTM-R-20-0000666:
Tax Receipt Merchant Renewal
Record Status: Unpaid

Record Info ▾ Payments ▾

Taxes

EFFECTIVE JULY 1, 2011, CHAPTER 205.194 (1) Florida Statutes was amended to require taxpayers renewing a local business tax to engage in any business or occupation regulated by the Florida Department of Business and Professional Regulation, the Florida State regulatory agency, including any board or commission thereof, must exhibit an active state certification, registration, or license. By paying on line you are certifying that you meet this requirement. Online payments do not require that you submit a copy of your

Paid:

Date	Invoice Number	Amount	
07/01/2019	1691134	\$115.76	View Details
07/01/2019	1691134	\$86.81	View Details
07/01/2019	1691134	\$10.00	View Details

Total paid fees: \$212.57

Home Search ▾ + New ▾ Request ▾ Help Return to Tampagov.net

Register for an Account **Reports (1) ▾** Login

Reports (1):
 Tax Receipt ACA
 Search by Address or Record Online

Receipt

✔ Your application and/or payment has been successfully processed.

Print/View Receipt

11607 N 15TH ST, TAMPA FL 33612

BTM-R-20-0000666 [View Receipt](#)

Print/View Receipt

Didn't pay your Business Tax yet?

If you log into your account and have NOT paid your Business Tax, your receipt will display as follows.

Receipt # 0		Control No. 0022831	
For Period Commencing JULY 1ST, 2019		and ending September 30, 2020	
Total:		Dated 10/21/2019	
		Application No. 0022831	
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Classification	Description	Amount	
<h1 style="color: red; font-size: 4em; margin: 0;">UNPAID RECEIPT</h1>		<p>2020 CITY OF TAMPA TAX RECEIPT BUSINESS TAX DIVISION</p>	
Business Name and Address		Business Name and Location	

Need more help?

**Call the Business
Tax Team
(813) 274-8751**