



CITY OF LONGWOOD

Fostering citizen trust and cultivating a prosperous community

HOW TO OBTAIN A BUSINESS TAX RECEIPT FOR THE TEMPORARY OUTDOOR SALES OF FIREWORKS

PLEASE READ

CITY OF LONGWOOD OFFICE PROCEDURES

Pursuant to the limitations established by § 10(5), Chapter 2007-67, Laws of Florida, the City of Longwood will issue only two Business Tax Receipts (BTR) for the temporary outdoor sale of fireworks during the upcoming fiscal year (*i.e.*, October 1, 2011 through September 30, 2012). The Business Tax Receipts will be awarded annually via a lottery system to two separate qualified applicants. The issuance of a BTR does not guarantee approval of a Temporary Use Permit, and the Temporary Use Permit application(s) will need to meet all applicable regulations, including limitations on the duration of temporary sales events. The issuance of a temporary outdoor sale of fireworks Business Tax Receipt for this upcoming fiscal year does not authorize or allow its renewal for future fiscal years.

To be considered for the Lottery, the City must receive a complete and compliant Business Tax Receipt application signed by both the entity legally authorized to act on behalf of the applicant and the property owner of record for the temporary business location proposed by the applicant. Each business is limited to only one Business Tax Receipt application submittal and one eligible temporary business location per application. To be eligible for the lottery drawing, the applications must be hand-delivered to the City in person on July 1st, 2011 between the hours of 8:00 a.m. and 11:30 a.m. - there will be no exceptions. A lottery number will be issued to the applicant or his/her/its representative when the application is received and determined complete.

Lottery Procedure

- 1. Applicant hand delivers a complete Business Tax Receipt application to the City of Longwood Financial Services Department on July 1, 2011 between 8:00 am and 11:30 am.**
- 2. The Accounting Clerk will conduct a preliminary review of the application for completeness. If found complete and facially compliant, a ticket (unique number) will be issued to the applicant.** All applications found complete and compliant during this period shall be entered into the lottery. Submittal date or time during this period does not impact your chances.
- 3. On July 1, 2011 at approximately 12:00 p.m., the City will open their chamber doors and hold a drawing.** This drawing is open to the public. The City will draw all tickets and they will be ranked as to eligibility in the order they are drawn. The first two tickets drawn will be eligible to receive a Business Tax Receipt and apply for Temporary Use Permit(s).



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4. **If an application is drawn in the lottery but later found to be inaccurate or non-compliant, such application shall be voided and deemed no longer eligible to receive a Business Tax Receipt or to apply for Temporary Use permit(s).** Thereafter, the next subsequent applicant whose application was drawn during the lottery and whom meets all eligibility requirements will become eligible to receive a Business Tax Receipt and apply for Temporary Use Permit(s).

5. **Within 60 days after the lottery drawing the two applicants must submit complete Temporary Use Permit(s) and the required non-refundable fees** for all intended temporary sales periods planned during the City's upcoming fiscal year, beginning on October 1st and ending September 30th, these sales periods are limited to the Fourth of July and New Year's Eve, at the location listed on the original BTR application. The application(s) must be found in compliance with all applicable City Codes before final issuance of a Business Tax receipt and Temporary Use Permit(s).

The City reserves the right to make and act upon interpretations of the aforementioned policy.