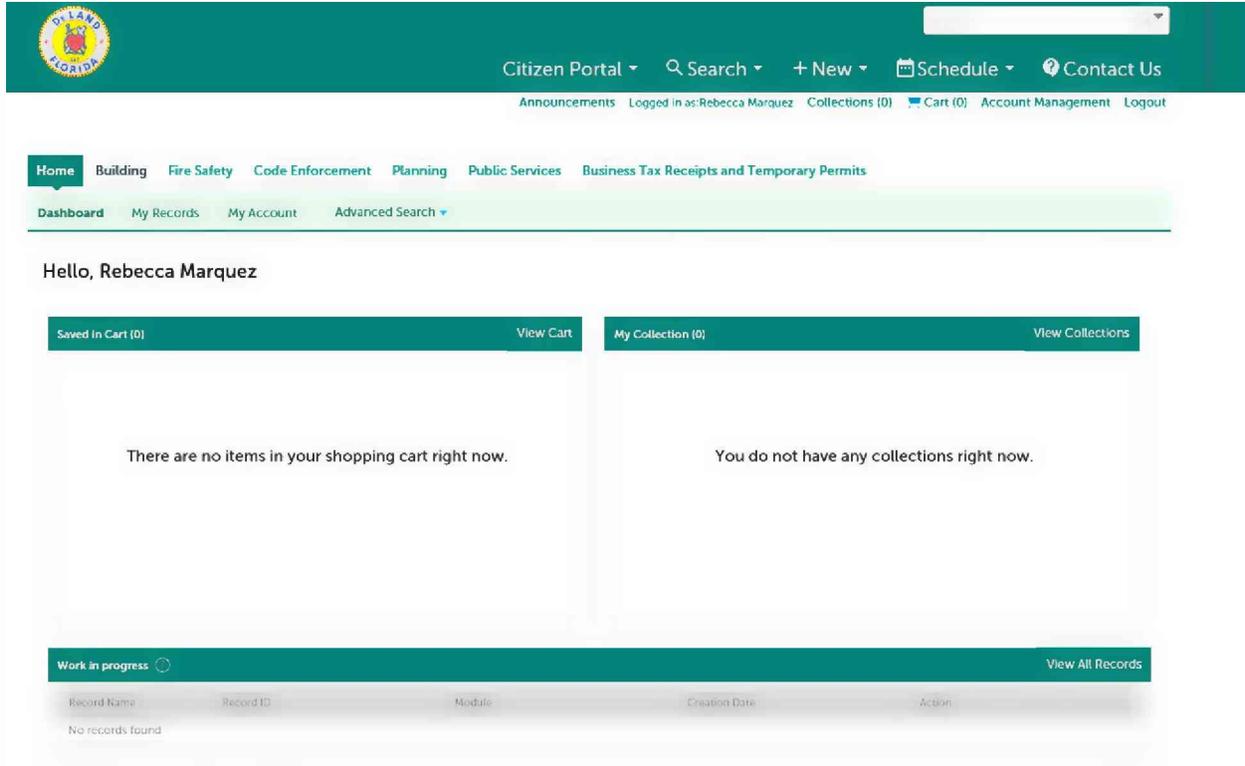


Checking the Status of a Business Tax Receipt Application

Once logged in, you will reach the **Home** page module under **Dashboard**.



Select the subheader next to **Dashboard** titled **My Records**.



At the start of the section is a carrot.



Select this carrot to show the records you have under this section.

- Business Tax Receipts and Temporary Permits

Showing 1-6 of 6 | [Download results](#) | [Add to collection](#) | [Add to cart](#)

<input type="checkbox"/>	Record Number	Record Type	DBA Name	Address	Expiration Date	Status	Action	Short Notes
<input type="checkbox"/>	BTA19-087	Business Tax Receipt New Application		120 S FLORIDA AV, DELAND FL 32720		Pending		
<input type="checkbox"/>	BTC19-024	Business Tax Receipt Change	Rebecca			Pending		
<input type="checkbox"/>	BTR19-0060	Business Tax Receipt		120 S FLORIDA AV, DELAND FL 32720	09/30/2019	Declarations Due	Amendment	
<input type="checkbox"/>	SEP19-010	Tent and Seasonal Sales Permit		120 S FLORIDA AV, DELAND FL 32720		Pending		
<input type="checkbox"/>	BTC19-023	Business Tax Receipt Change	Rebecca's New Business			Pending		
<input type="checkbox"/>	BTD19-007	Business Tax Receipt Declaration			09/30/2019	Pending		

You can view the status on this screen or you can choose to select the hyperlink of the appropriate record number.

Home Building Fire Safety Code Enforcement Planning Public Services **Business Tax Receipts and Temporary Permits**

Apply for a Tax Receipt or Temporary Permit Search Tax Receipts or Temporary Permits

Record [BTA19-087](#):
Business Tax Receipt New Application
Record Status: Pending [Add to cart](#)
[Add to collection](#)
[Tweet](#)

Record Info ▾ Payments ▾

Business Address

120 S FLORIDA AV
DELAND FL 32720



Record Details

Once you select the hyperlink of the record number, you can once more see the record status or you may select the drop down where it is titles **Record Info**.

Record BTA19-087:
Business Tax Receipt New Application
Record Status: Pending

Add to cart
Add to collection
[Tweet](#)

Record Info Payments

Record Details
Processing Status
Related Records
Attachments
Inspections

Record Details

When you select the **Record Info** drop down, you will see the option to select **Processing Status**. Select this option.

Record BTA19-087:
Business Tax Receipt New Application
Record Status: Pending

Add to cart
Add to collection
[Tweet](#)

Record Info Payments

Processing Status

- Application Submittal
- Zoning Review
- Fire Review
- Building Review
- Receipt Issuance

A screen will appear showing the status of each review. You may click the carrot next to any of the status sections to view more details.

Record **BTA19-087**:
Business Tax Receipt New Application
Record Status: Pending

[Add to cart](#)
[Add to collection](#)
[Tweet](#)

Record Info ▾	Payments ▾
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Processing Status

 Application Submittal Due on 07/17/2019, assigned to TBD Marked as TBD on TBD by TBD
Zoning Review
Fire Review
Building Review
Receipt Issuance

This screen will show the dates of approval and by whom.