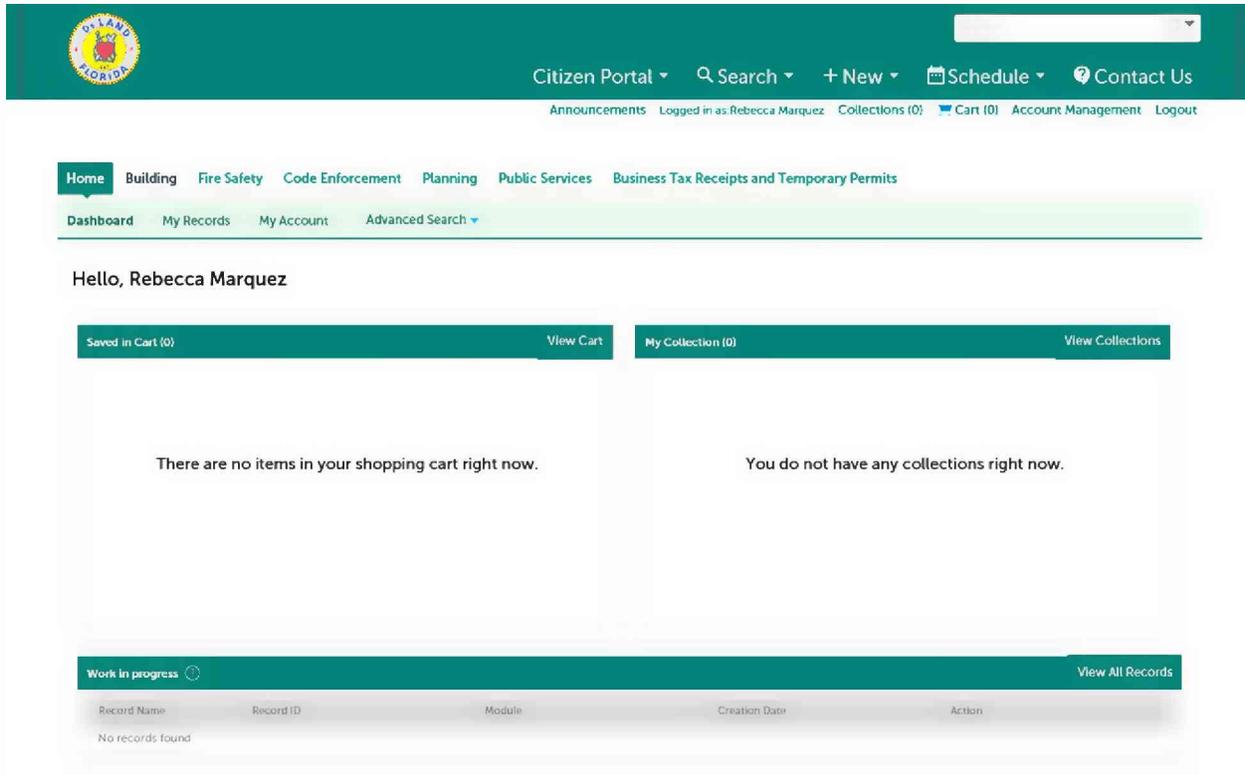


Creating A Garage Sale Permit

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



You will then need to select the **Business Tax Receipts** module.

[Apply for a Tax Receipt or Temporary Permit](#)
Search Tax Receipts or Temporary Permits

Records

Show on Map

Showing 1-4 of 4 | [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"/>	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		

Search for Business Tax Receipts or Temporary Permits

Enter information below to search for records.

- Site Address
- Tax Receipt or Temporary Permit Information
- Parcel Number
- Record Information
- Contact Information

Select the search type from the drop-down list.

General Search

Enter your Business License search criteria below. Use the Start Date and End Date fields to enter parameters for the date the license was first issued.

- Search my records only
- Search All Records

Record Number:

Record Type: --Select--

Project Name:

Under the Business Tax Receipts module, you will then select the subheader **Apply for a Tax Receipt or Temporary Permit**.

[Apply for a Tax Receipt or Temporary Permit](#)
Search Tax Receipts or Temporary Permits

Online Tax Receipt or Temporary Permit Application

Welcome to our Online Business Tax Receipt System. Using this system you can submit information, pay fees, and track the status of your application all from the convenience of your home or office, 24 hours a day.

Please "Allow Pop-ups from This Site" before proceeding. You must accept the General Disclaimer below before beginning your application.

General Disclaimer

While the City of DeLand attempts to keep its Web information accurate and timely, the City of DeLand neither warrants nor makes representations as to the functionality or condition of this Web site, its suitability for use, freedom from interruptions or from computer virus, or non-infringement of proprietary rights. Web materials have been compiled from a variety of sources and are subject to change without notice from the City of DeLand as a result of updates and corrections.

I have read and accepted the above terms.

Continue Application »

Read the General Disclaimer and select the check box beneath the disclaimer stating that you have read and accepted the terms. Once this has been done, you can select **Continue Application** to proceed.

The screenshot shows the top navigation bar of the Citrus County Florida Citizen Portal. The header includes the Citrus County logo, a search bar, and navigation links for Citizen Portal, Search, New, Schedule, and Contact Us. Below the header, the user is logged in as Rebecca Marquez. The main navigation menu includes Home, Building, Fire Safety, Code Enforcement, Planning, Public Services, and Business Tax Receipts and Temporary Permits. The 'Business Tax Receipts and Temporary Permits' section is active, showing options to 'Apply for a Tax Receipt or Temporary Permit' and 'Search Tax Receipts or Temporary Permits'. Below this, there is a section titled 'Select a Tax Receipt or Temporary Permit Record Type' with a search box and a 'Search' button. A dropdown menu is open, showing 'Tax Receipts and Temporary Permits' with a 'Continue Application' button.

Under the search box are options for the types of Business Tax Receipts you may select. Select **Garage Sale Permit**.

This screenshot shows the same 'Business Tax Receipts and Temporary Permits' section as the previous image. The search box is empty, and the 'Search' button is visible. Below the search box, a dropdown menu is open, showing a list of record types: Business Tax Receipt New Application, Food Truck Permit, Garage Sale Permit (which is selected with a radio button), and Tent and Seasonal Sales Permit. At the bottom of the dropdown, there is a 'Continue Application' button.

Once you have selected the type, click the **Continue Application** button.

1 Location & People	2 Business Information	3 Review	4 Pay Fees	5 Record Issuance
---------------------	------------------------	----------	------------	-------------------

Step 1: Location & People > Location Information

Please select the address where your business is located from the list of valid agency addresses. The Owner information section is for the property owner, not the business owner.

* Indicates a required field.

Address

Enter your business address and click Search to find the address record in the agency database.

*Street No.: Direction: --Select-- *Street Name: Street Type: --Select--

Unit No.: Unit Type: --Select--

City: State: --Select-- Zip: Country: United States

On this page you will insert the full street number and street name for your business address and select **Search**

Or

You may enter the parcel number and select **Search**.

Parcel

* Parcel Number:

Once the business location has been selected, the remainder of the information will automatically upload from the Volusia County Property Appraiser's database.

Owner

Owner Name: CITY OF DELAND

Address Line 1: 120 S FLORIDA AVE

Address Line 2:

City: State: Zip: Country: --Select--

Once the information has been entered and verified, select **Continue Application** to proceed.

Garage Sale Permit

1 Location & People	2 Business Information	3 Review	4 Pay Fees	5 Record Issuance
---------------------	------------------------	----------	------------	-------------------

Step 1: Location & People > Contact Information * indicates a required field.

Applicant

To add new contacts, click the Select from Account or Add New button. To edit a contact, click the Edit link.

You will select the **Applicant**, or primary contact person, for the Garage Sale Permit. You may do so by adding a completely new applicant or by selecting from account and having the information entered based on the provided information on the account.

Once this section has been filled out, proceed to select **Continue Application**.

Garage Sale Permit

1 Location & People	2 Business Information	3 Review	4 Pay Fees	5 Record Issuance
---------------------	------------------------	----------	------------	-------------------

Step 2: Business Information > Business Details * indicates a required field.

Custom Fields

GARAGE SALE

First day of garage sale:

Last day of garage sale:

Number of Houses Participating in Sale:

When was the last time you held a garage sale at this address/location?:

If you have had more garage sales, please enter the date before the previous garage sale listed above.:

Fill out all fields applicable to your garage sale. Some fields are required. Be sure to read over each section carefully to ensure that you are providing accurate information. Please note that you may only have 2 garage sales in a revolving year at each location.

Once this has been completed, select the **Continue Application** button to proceed.