

**Certified Florida Collector
Admission and Certifications
Committee Meeting**

Agenda and Meeting Materials
February 23, 2022

Notice of Meeting/Workshop Hearing

DEPARTMENT OF REVENUE Property Tax Oversight Program

The Department of Revenue announces a public meeting to which all persons are invited.

DATE AND TIME: February 23, 2022, 3:00 pm EDT

PLACE: 2450 Shumard Oak Boulevard, Building 2, Room 1221, Tallahassee, Florida 32399.

The meeting will be conducted using communications media technology. Persons interested in attending by computer, tablet or smartphone audio may do so using this link:

<https://us02web.zoom.us/j/86011311662?pwd=N1YrdkNBUjZpZ2NaNU80STlIM3hXdz09>. Person interested in attending by phone may do so by calling 1-786-635-1003 and entering the meeting ID 860 1131 1662 and passcode 595266. The public point of access to the meeting is 2450 Shumard Oak Blvd., Building 2, Room 1221, Tallahassee, Florida 32399.

GENERAL SUBJECT MATTER TO BE CONSIDERED:

The Department will present applications for the Certified Florida Collector and Certified Florida Collector Assistant designations. Please refer to the Certified Florida Collector Admissions and Certifications Committee meeting agenda and materials on the Department's website at <https://floridarevenue.com/opengovt/Pages/meetings.aspx> before attending the meeting.

A copy of the meeting agenda may be obtained by contacting: Kelly McLane, Property Tax Oversight program, Department of Revenue, PO Box 3294, Tallahassee, FL 32315-3294, 850-941-6024, kelly.mclane@floridarevenue.com. Parties may also submit written materials they intend to offer during the meeting to Kelly McLane.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 48 hours before the workshop/meeting by contacting Kelly McLane at 850-941-6024 or kelly.mclane@floridarevenue.com. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1-800-955-8771 (TDD) or 1-800-955-8770 (voice).

If any person decides to appeal any decision made by the Board with respect to any matter considered at this meeting or hearing, he/she will need to ensure that a verbatim record of the proceeding is made, which record includes the testimony and evidence from which the appeal is to be issued.

For more information, you may contact: Kelly McLane, Property Tax Oversight program, Department of Revenue, PO Box 3294, Tallahassee, FL 32315-3294, 850-941-6024, kelly.mclane@floridarevenue.com.

**CERTIFIED FLORIDA COLLECTOR
ADMISSIONS AND CERTIFICATIONS COMMITTEE**



MEETING

**Florida Department of Revenue – Property Tax Oversight
February 23, 2022 3:00 p.m., EDT***

2450 Shumard Oak Boulevard, Building 2, Room 1221
Tallahassee, Florida 32399

Connect to the meeting audio via computer, tablet or
smartphone:

<https://us02web.zoom.us/j/86011311662?pwd=N1YrdkNBUjZpZ2NaNU80STlM3hXdz09>

Connect to the meeting audio via phone: 1-786-635-1003

Meeting ID: 860 1131 1662

Passcode: 595266

Committee Members:

Rene Lewis, Chair, Deputy Program Director, Property Tax Oversight, Florida Department of Revenue

Rhonda Skipper, C.F.C., President, Florida Tax Collectors Association

Lisa Cullen, C.F.C.

Dennis Hollingsworth, C.F.C.

Sharon Jordan, C.F.C.

Vickie Potts, C.F.C.

Becky Smith, C.F.C.

Celeste Watford, C.F.C.

Eric Zwayer, C.F.C.

Vacant

AGENDA

Welcome: Chair (5 minutes)

Roll call: Secretary (3 minutes)

December 9, 2021 meeting minutes review and approval: Chair/Committee Members (5 minutes)

Presentation of applicants: Chair/Committee Members (30 minutes)
Discussion of applicants' credentials

Public comment on applicants' credentials (3 minutes each)

Vote to recommend the applicant list: Chair/Committee Members (5 minutes)

Adjourn: Chair (2 minutes)

***This is a public meeting.** Anyone wishing to participate should call in to 1-786-635-1003 and when prompted supply the Meeting ID 860 1131 1662 and Participant Passcode 595266. The public point of access to the meeting is 2450 Shumard Oak Blvd., Building 2, Room 1221, Tallahassee, Florida 32399.

Members of the public also may send written comments pertaining to the material being presented via email. **To ask a question or submit a written comment, send an email to PTOTraining@floridarevenue.com. In the subject line of your email, please use “February 23, 2022 Committee Meeting.”** We will monitor this mailbox during the meeting and read all comments aloud. The court reporter will enter the comments into the transcript.

STATE OF FLORIDA
DEPARTMENT OF REVENUE

CERTIFIED FLORIDA COLLECTOR
ADMISSIONS AND CERTIFICATIONS COMMITTEE
MEETING

DATE: December 9, 2021

TIME: 3:00 p.m. to 3:10 p.m.

PLACE: Telephonic Teleconference

This meeting came on to be heard at the time and place
aforesaid, when and where the following proceedings were
reported by:

Peggy L. Ward, Court Reporter
For The Record Reporting, Inc.
1500 Mahan Drive, Suite 140
Tallahassee, Florida 32308

P R O C E E D I N G S

- - -

THE CHAIR: Good afternoon, everyone. Welcome to the Certified Florida Collector Admissions and Certifications committee. My name is Rene Lewis. I am the Deputy Director of the Property Tax Oversight Program and the Chair for today's proceeding.

The committee, as a public board, is subject to the Government in the Sunshine laws, and therefore the committee's meetings are required to be open to the public and properly noticed. This applies to any gathering of two or more committee members when there is discussion about a matter that could come before the committee for action.

Staff from the Property Tax Oversight program of the Department of Revenue are attending on-site or on the telephone. Will our staff members please introduce themselves by stating their names and titles?

MS. HARPER: Jenna Harper, Compliance Assistance Process Manager.

MS. MILLER: Meghan Miller, Intradepartmental Projects Administrator.

MS. McLEAN: Kelly McLean, Intradepartmental

1 Projects Administrator.

2 MS. GOLDSTEIN: Rachel Goldstein, Chief Legal
3 Counsel for Property Tax Oversight Operations.

4 MALE SPEAKER: Chris (inaudible).

5 THE CHAIR: If you are part of the public
6 participating by telephone and want to submit a
7 written comment pertaining to the material being
8 presented today, please send an email to
9 ptotraining@floridarevenue.com.

10 In the subject line of your email, please use
11 "December 9 Committee Meeting." We are monitoring
12 that email account during the meeting and will read
13 aloud all comments we receive during the meeting.

14 If you prefer to speak, please state that in
15 your email, and we will unmute the telephone and
16 recognize you for comment.

17 Before calling roll, I would like to take a
18 moment and congratulate Honorable Rhonda Skipper as
19 the newest Florida Tax Collectors Association
20 President. Miss Skipper has been serving on this
21 committee for several years and is now serving in
22 conjunction with her term as the FTCA President.

23 We are in the process of filling her previous
24 committee seat and have it currently marked as
25 "vacant" on the agenda.

1 Now, Meghan Miller, secretary of the committee,
2 will you please call the roll?

3 MS. MILLER: Yes. Rene Lewis?

4 THE CHAIR: Here.

5 MS. MILLER: Rhonda Skipper?

6 MS. SKIPPER: Here.

7 MS. MILLER: Lisa Cullen?

8 (No response.)

9 MS. MILLER: Dennis Hollingsworth?

10 MR. HOLLINGSWORTH: Here.

11 MS. MILLER: Sharon Jordan?

12 MS. JORDAN: Here.

13 MS. MILLER: Vickie Potts?

14 MS. POTTS: Here.

15 MS. MILLER: Becky Smith?

16 MS. SMITH: Here.

17 MS. MILLER: Celeste Watford?

18 MS. WATFORD: Here.

19 MS. MILLER: Eric Zwayer?

20 MR. ZWAYER: Here.

21 THE CHAIR: According to Rule 12D-19.002(6)
22 Florida Administrative Code, five members of the
23 Admissions and Certifications Committee constitute
24 a quorum. Meghan, do we have a quorum?

25 MS. MILLER: Yes.

1 THE CHAIR: Great. Our first order of business
2 today is the approval of the September 9, 2021,
3 Certified Florida Collector Admissions and
4 Certifications committee meeting minutes.

5 Do I have a motion to approve the September 9,
6 2021, committee meeting minutes? Please state your
7 name if you make a motion.

8 MS. JORDAN: I make a motion -- this is Sharon
9 Jordan -- to accept the minutes.

10 THE CHAIR: Thank you. I have a motion by
11 Sharon Jordan. Do I have a second?

12 MR. ZWAYER: Second. Eric Zwayer.

13 THE CHAIR: Great. I have a second by Eric
14 Zwayer. Thank you. All those in favor, indicate
15 by saying "Aye."

16 (Ayes.)

17 THE CHAIR: All opposed, indicate by saying
18 "Nay."

19 (No response.)

20 THE CHAIR: Thank you. Our next item of
21 business is the presentation and recommendation of
22 applicants.

23 The program posted the list of applicants,
24 along with the completed applications, on the
25 Department's website and sent the meeting materials

1 link to each of you.

2 Each application has a checklist at the front
3 to assist you in your review of the applicants.
4 This checklist has the certification criteria as
5 required in Rule Chapter 12D-19, Florida
6 Administrator Code.

7 Meghan, will you please list the requirements
8 of the Certified Florida Collector and Certified
9 Florida Collector Assistant designations?

10 MS. MILLER: Yes. The qualifications for the
11 Certified Florida Collector and Certified Florida
12 Collector Assistant include at least two years of
13 experience with a Florida tax collector's or
14 property appraiser's office or the Florida
15 Department of Revenue, at least 120 hours of
16 approved education, and current employment with a
17 Florida tax collector's or property appraiser's
18 office or the Florida Department of Revenue. The
19 Certified Florida Collector designation is reserved
20 for the county official.

21 THE CHAIR: Thank you, Meghan. Now I need for
22 each Committee Member to individually answer the
23 following question on the record. After I read the
24 question, Meghan will call the name of each member.
25 Please state your answer of yes or no.

1 The question is: Are you aware of any facts,
2 situations, or reasons which you feel may
3 disqualify or otherwise make it improper for you to
4 hear and deliberate on any of the applicants
5 scheduled to be reviewed today?

6 MS. MILLER: Rene Lewis?

7 THE CHAIR: No.

8 MS. MILLER: Rhonda Skipper?

9 MS. SKIPPER: No.

10 MS. MILLER: Lisa Cullen?

11 (No response.)

12 MS. MILLER: Dennis Hollingsworth?

13 MR. HOLLINGSWORTH: No.

14 MS. MILLER: Sharon Jordan?

15 MS. JORDAN: No.

16 MS. MILLER: Vickie Potts?

17 MS. POTTS: No.

18 MS. MILLER: Becky Smith?

19 MS. SMITH: No.

20 MS. MILLER: Celeste Watford?

21 MS. WATFORD: No.

22 MS. MILLER: And Eric Zwayer?

23 MR. ZWAYER: No.

24 THE CHAIR: Thank you. Do any committee
25 members have anything they wish to discuss about

1 the applicants' credentials?

2 (No response.)

3 THE CHAIR: Thank You. Does the public have
4 comments on any of the applicants? If you are
5 attending by telephone, please send us an email so
6 we can recognize you. Again, that email is
7 ptotraining@floridarevenue.com.

8 Kelly, have we received any email comments?

9 MS. McLEAN: No, ma'am.

10 THE CHAIR: Thank you. Hearing no additional
11 comments or discussion of the credentials, the
12 committee will now vote on consideration of the
13 applicant list. Do I have a motion for the
14 recommendation of the applicants? Please state
15 your name when making your motion.

16 MR. HOLLINGSWORTH: Dennis Hollingsworth makes
17 the motion.

18 THE CHAIR: Thank you. We have a motion from
19 Dennis Hollingsworth. Do I have a second?

20 MS. WATFORD: Celeste Watford, second.

21 THE CHAIR: Thank you. We have a second from
22 Celeste Watford. All in favor, indicate by saying
23 "Aye."

24 (Ayes.)

25 THE CHAIR: All opposed, indicate by saying

1 "Nay."

2 (No response.)

3 THE CHAIR: Thank you. Let the record reflect
4 that the committee has recommended all applicants
5 for certification. Congratulations to the new
6 Certified Florida Collectors and Certified Florida
7 Collector Assistants. The professional designees
8 will receive documentation of their certification
9 from the Department.

10 That concludes today's agenda for the Certified
11 Florida Collector Admissions and Certifications
12 committee meeting. Again, thank you all very much
13 for your leadership and your participation. And we
14 wish you very happy holidays and a healthy new
15 year. We are adjourned.

16 (Proceedings concluded at 3:10 p.m.)

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1 CERTIFICATE OF REPORTER

2 STATE OF FLORIDA)

3 COUNTY OF LEON)

4
5 I, Peggy L. Ward, do hereby certify that I was
6 authorized to and did stenographically report the foregoing
7 proceedings, and that the transcript is a true and complete
8 record of my stenographic notes.

9 DATED THIS 13th day of January, 2022, at
10 Tallahassee, Leon County, Florida.

11
12
13 Peggy L. Ward
14 Peggy L. Ward, Court Reporter
15 Commission No. GG957644
16 Expires: February 12, 2024
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25



FEBRUARY 23, 2022
CERTIFIED FLORIDA COLLECTOR ADMISSIONS AND CERTIFICATIONS COMMITTEE
DESIGNATION APPLICANT CONSIDERATIONS

CERTIFIED FLORIDA COLLECTOR ASSISTANT

KRISTINA ANSELM
TAYLOR CHAMBERS
FIDELA DENNY
JOHN EATON
TRACY FRENCH
JAMES GIST
ASHLEY HEPBURN
CHIP HERNDON
AFTON HORSLEY

KAMANIE JAGLAL
JOHN KELLY, JR.
ANTONIA LEZAMA
CYNTHIA MALLARD
JANET MOORE-CASO
JEREMY O'DELL
DEAN OLLIFF
KIRSTINA PALACIOS
DOUG PEAT

DONNA RIVERA
JOY ROBERTS
CAROLINE SKINNER
EUGENIE TERMILUS
JESSICA TREICHEL
SHARON TULLOCH
SARA VOGEL
LUMINITA WILLIAMS



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

Chapter 12D-19, F.A.C.

Name to Appear on Certificate:	Kristina Anselmi		
Previous Name(s)(if applicable):			
Documentation Included:			
County: St. Lucie	Job Title: IT Specials		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	2/1/22		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 9/13/17	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30	Attended Course
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
TCC 001 - Bankruptcy	15	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
Total Hours	120	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes:



**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Kristina Anselmi					
Business email address: kristina.anselmi@tcslc.com			Business phone number: 772-462-1650		
Job title: IT Specialist					
Employed by: St. Lucie County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation: <div style="display: flex; flex-wrap: wrap;"><div style="width: 33%;"><input type="checkbox"/> Certified Florida Appraiser</div><div style="width: 33%;"><input type="checkbox"/> Certified Florida Evaluator</div><div style="width: 33%;"><input type="checkbox"/> Certified Cadastralist of Florida</div><div style="width: 33%;"><input type="checkbox"/> Certified Florida Collector</div><div style="width: 33%;"><input checked="" type="checkbox"/> Certified Florida Collector Assistant</div></div>					
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: St. Lucie County Tax Collector					
Your Title: IT Specialist			Employment Dates: 9-13-17 to Currently Employed		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
501	Duties and Responsibilities	30	504	Collection of Licenses, Taxes and Fees	30
503	Collection and Dist. of Prop Taxes & SPA	30	001	Bankruptcy	15
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: Kristina Anselmi			Date: 01/13/2022		

Digitally signed by Kristina Anselmi
DN: cn=Kristina Anselmi, o=St Lucie County Tax Collector, ou,
email=kristina.anselmi@tcslc.com, c=US
Date: 2022.01.13 09:05:53 -05'00'

Congratulations,

Kristina Anselmi

on completing

TCC 001 - BANKRUPTCY

on

December 20, 2021
15 credit hours



Congratulations,

Kristina Anselmi

on completing

**TCC 002 - EFFECTIVE DECISION-MAKING
IN THE WORKPLACE**

on

January 12, 2022
10 credit hours



Congratulations,

Kristina Anselmi

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

on

January 4, 2022
5 credit hours



The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team



Certifies that

Kristina Anselmi

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

February 22-26, 2021

Congratulations,

Kristina Anselmi

on completing

**TCC 503 - COLLECTION AND
DISTRIBUTION OF PROPERTY TAXES AND
SPECIAL ASSESSMENTS**

on

December 7, 2021
30 credit hours



The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team



Certifies that

Kristina Anselmi

has successfully completed

THE COLLECTION OF LICENSES, TAXES AND FEES

TCC 504, 30 Hours

June 7-10, 2021



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

Chapter 12D-19, F.A.C.

Name to Appear on Certificate:	Taylor Chambers		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Osceola	Job Title: Managment Support		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	10/1/21		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 1/9/17	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30	Attended Course
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
Total Hours	120	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes:

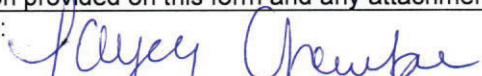


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Taylor Chambers					
Business email address: tchambers@osceola.org				Business phone number: 407-742-3953	
Job title: Management Support					
Employed by: Osceola County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Osceola County Tax Collector					
Your Title: Management Support				Employment Dates: 1/09/2017 - Current	
Employer:					
Your Title:				Employment Dates:	
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TCC501	Duties and Responsibilities of Florida Coll	30	TCC503	Collection and Distribution of Property	30
TCC502	Management of a Florida Tax Collectors	30	TCC504	The Collection of Licenses, Taxes and	30
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 12/2/21	

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certifies that

Taylor Chambers

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

February 22-26, 2021

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certificate of Completion

Taylor Chambers

MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE

TCC 502, 30 Hours

September 13-16, 2021

Congratulations,

TAYLOR CHAMBERS,

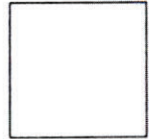
on completing

**TCCO 503 - COLLECTION AND DISTRIBUTION OF PROPERTY
TAXES AND SPECIAL ASSESSMENTS**

course on

Tuesday, April 20, 2021

30.00 credit hours



The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certifies that

Taylor Chambers

has successfully completed

THE COLLECTION OF LICENSES, TAXES AND FEES

TCC 504, 30 Hours

June 7-10, 2021



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

Chapter 12D-19, F.A.C.

Name to Appear on Certificate:	Fidela M. Denny		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Volusia	Job Title: Branch Manager		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input type="checkbox"/>	Reinstatement: <input checked="" type="checkbox"/>		
Certification Date:	2/1/22		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 1/6/22	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 503.01 - Current Ad Valorem Taxes	4	Attended Course
TCC 503.02 - Tangible Personal Property	4	Attended Course
TCC 503.03 - Non-Ad Valorem Assessments	4	Attended Course
TCC 503.04 - Delinquent Taxes	4	Attended Course
TCC 503.05 - Refunds	4	Attended Course
TCC 503.06 - Annual Tax Rolls	4	Attended Course
TCC 503.07 - Tax Deeds	2	Attended Course
TCC 503.08 - Mapping Basics	2	Attended Course
TCC 503.09 - Distribution of Taxes	2	Attended Course
HSMV - DL Transformed: Fraudulent Document Recognition	8	Attended Course
HSMV - Tax Collector Limited Services	32	Attended Course
Total Hours	130	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes:

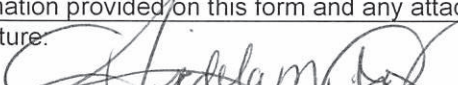


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input checked="" type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): FIDELA M. DENNY					
Business email address: fdenny@vctaxcollector.org			Business phone number: 386-254-4610 x14977		
Job title: Branch Manager - South Daytona Driver License Office					
Employed by: Office of Will Roberts - Volusia County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer:					
Your Title:			Employment Dates: 1/6/2022 to present		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TCC502	-A Management	30	PTO003	Effective Decision Making	15
TCC501	Duties & Responsibilities of Tax Collector	30	TCC503	Various; Seminole FDR & TCLS 40 hrs	30
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 1/27/2022	

From: [Barbara Redline](#)
To: [Melissa Singletary](#)
Subject: Re: [EX] RE: CFCA reinstatement for Fidela Denny
Date: Tuesday, February 1, 2022 12:59:44 PM
Attachments: [IMAGE 10.png](#)
[IMAGE 11.png](#)

She started with us 1/6/2022.

>>> Melissa Singletary <Melissa.Singletary@floridarevenue.com> 2/1/2022 12:55 PM >>>

CAUTION: This email originated from outside Volusia County's email system. DO NOT CLICK links or attachments unless you recognize the sender and/or know the content is safe.

Thank you, Barbara.

What are her employment dates?

From: Barbara Redline <bredline@vctaxcollector.org>
Sent: Tuesday, February 1, 2022 11:29 AM
To: Meghan Miller <Meghan.Miller@floridarevenue.com>; Melissa Singletary <Melissa.Singletary@floridarevenue.com>
Cc: Kelly McLane <Kelly.McLane@floridarevenue.com>; Wanda Lindberg <WLindberg@vctaxcollector.org>
Subject: CFCA reinstatement for Fidela Denny

Thank you for letting me know the deadline. I just went online and paid \$5 with credit card and uploaded the DR-4001 packet.

>>> Melissa Singletary <Melissa.Singletary@floridarevenue.com> 2/1/2022 10:10 AM >>>

CAUTION: This email originated from outside Volusia County's email system. DO NOT CLICK links or attachments unless you recognize the sender and/or know the content is safe.

Good morning Barbara,

I wanted to follow-up with Fidela's reinstatement. Today, at 5:00 p.m. ET, is the deadline for submitting her CFCA application to be considered at the February 23, 2022 committee meeting. I have attached the DR-4001 form and supporting documentation. The signed form, accompanying documentation, and payment should be submitted through the [online registration site](#).

Should she not make this deadline, the next meeting is in June.

Have a great day,
Melissa

From: Meghan Miller <Meghan.Miller@floridarevenue.com>
Sent: Thursday, January 27, 2022 11:55 AM
To: Barbara Redline <bredline@vctaxcollector.org>
Cc: Kelly McLane <Kelly.McLane@floridarevenue.com>; Melissa Singletary <Melissa.Singletary@floridarevenue.com>

Subject: RE: CFCA question regarding Fidela Denny

Hello Barbara. Fidela will need to apply for a re-instatement of her designation using the DR-4001.
I've attached her course information that can be used when submitting the DR-4001.

I have updated our records to show Fidela Denny now as an employee of the Volusia County Tax Collector Office.

Thank you -Meghan

From: Barbara Redline <bredline@vctaxcollector.org>
Sent: Thursday, January 27, 2022 11:35 AM
To: Meghan Miller <Meghan.Miller@floridarevenue.com>
Subject: CFCA question regarding Fidela Denny

Good morning, Meghan,

Fidela Denny is now employed with us as a manager of the South Daytona driver license office. She had the CFCA certification when she worked for Seminole County Tax Collector's office, then she went to work for the State and now she is with us. On her behalf, we would like to know her current status. Does she currently have the CFCA (or any other certifications that you know of)? Any dues outstanding, etc.?

Please call or email me.

Thank you for your help,
Barbara

Barbara Redline, FCRM, RMLO
Executive Assistant
Office of Will Roberts - Tax Collector
123 W. Indiana Ave., Room 103
DeLand FL 32720
Ext. 17036
(386) 943-7036
Web: vctaxcollector.org
Pay online at vctaxcollector.org/pay



Any email or attachment sent to or received from this email address may be considered a "public record" as defined by Chapter 119, Florida Statute and is subject to disclosure as a public record in absence of an exemption established by law.

>>> Meghan Miller <Meghan.Miller@floridarevenue.com> 1/27/2022 7:02 AM >>>

CAUTION: This email originated from outside Volusia County's email system. DO NOT CLICK links or attachments unless you recognize the sender and/or know the content is safe.

Good morning.

Thank you for registering for the CEW 1010.

The workshop begins at 8:30 a.m. ET on Thursday, January 27, 2022. Click [here](#) to access the **workshop via Zoom**.

If you'd like to play "bingo" along with the workshop, please see the information below. This is not a workshop requirement – just something fun to help with learning and engagement.

CEW 1010 Bingo Card Links

Each day use the links below to generate a new Bingo card. You can choose to play online by keeping the window open or bookmarking the card page and clicking off each box as you see it or you can choose to print your card and manually check it off. Either way, be sure to email PTOtraining@floridarevenue.com when you've completed a bingo. Have fun!

Thursday, January 27 – Property Appraisers & Tax Collectors - [Bingo Card Link](#)



Meghan Miller, CMP, CPM, MS

Training Director

Property Tax Oversight

Florida Department of Revenue

(727) 229-1482

Meghan.Miller@floridarevenue.com

How was my customer service? Please take a moment to let us [know](#).

Upcoming Courses

January 24-27, 2022 – Continuing Education Workshop for Property Appraisers and Tax Collectors

February 7-10, 2022 – TCC 501

February 14-17, 2022 – IAAO 402

March 7-10, 2022 – IAAO 102

March 21-24, 2022 – IAAO 300

April 4-7, 2022 – IAAO 400

April 25-28, 2022 – IAAO 600
May 9-12, 2022 – IAAO 201
May 23-26, 2022 – IAAO 332
June 20-23, 2022 – TCC 504
July 25-28, 2022 – IAAO 101
August 8-11, 2022 – IAAO 500
September 28-30, 2022 – IAAO 851
October 24-27, 2022 – IAAO 601
November 8-10, 2022 – IAAO 852
November 16-17, 2022 – IAAO 854

NOTIFICATION TO RECIPIENTS: The subject line of this email may indicate that this email has been sent unsecure. This is a default setting which in no way indicates that this communication is unsafe, but rather that the email has been sent unencrypted in clear text form. Revenue does provide secure email exchange. Please contact us if you need to exchange confidential information electronically.

If you have received this email in error, please notify us immediately by return email. If you receive a Florida Department of Revenue communication that contains personal or confidential information, and you are not the intended recipient, you are prohibited from using the information in any way. All record of any such communication (electronic or otherwise) should be destroyed in its entirety.

Cautions on corresponding with Revenue by email: Under Florida law, emails received by a state agency are public records. Both the message and the email address it was sent from (excepting any information that is exempt from disclosure under state law) may be released in response to a public records request.

Internet email is not secure and may be viewed by someone other than the person you send it to. Please do not include your social security number, federal employer identification number, or other sensitive information in an email to us.

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Internet email is not secure and may be viewed by someone other than the person you send it to. Please do not include your social security number, federal employer identification number, or other sensitive information in an email to us.

***The Department of Revenue
of the State of Florida***

certifies that

Fidela M. Denny

*has fulfilled the requirements for designation as a
Certified Florida Collector Assistant
and has been recommended by
The Admissions and Certifications Committee
for Certified Florida Collectors
and Certified Florida Collector Assistants
and is, therefore, on this day,
the first of June, 2014,
declared to be a*

Certified Florida Collector Assistant

*with all the rights, benefits, and privileges
of this certification.*



Marshall Stranburg
Executive Director
Florida Department of Revenue



Howard Moyes
Interim Director,
Property Tax Oversight



Executive
Director
Marshall Stranburg



The State of Florida
Department of Revenue
certifies that

Fidela M. Denny
is a
Certified Florida Collector Assistant

with certification requirements met
through December 31, 2015.

Marshall Stranburg
Marshall Stranburg, Executive Director
Florida Department of Revenue

Howard Moyes
Howard Moyes, Interim Director
Property Tax Oversight

January 29, 2015

Fidela M. Denny
Office of the Seminole County Tax Collector
Post Office Box 630
Sanford, Florida 32772-0630

Dear Fidela:

The Certified Florida Collector Admissions and Certifications Committee met on January 26, 2015, and reviewed your application. The committee is pleased to inform you that you are receiving the Certified Florida Collector Assistant designation. Congratulations!

The designation, Certified Florida Collector Assistant, is contingent upon employment with a Florida tax collector or the Florida Department of Revenue. If a designee terminates employment for any reason, he or she cannot use or display the Certified Florida Collector Assistant designation. The employer must promptly notify the Florida Department of Revenue of these changes.

I have enclosed your Certified Florida Collector Assistant designation certificate and membership card. You will receive your designation pin separately. Your certification date is June 1, 2014.

Thank you for participating in the Certified Florida Collector Assistant professional designation program. If you have any questions, please contact me at 727-588-6856.

Sincerely,

Meghan Miller, Secretary
Certified Florida Collector Admissions and Certifications Committee

MDM/jk



Executive
Director
Marshall Stranburg

January 27, 2015

Memorandum

To: Fidela M. Denny
Office of the Seminole County Tax Collector

From: Meghan Miller, Secretary
Certified Florida Collector Admissions and Certifications Committee

Re: Certified Florida Collector Assistant Certification Pin

Congratulations! Enclosed please find your Certified Florida Collector Assistant certification membership pin. Your certification date is June 1, 2014.

The successful completion of this certification program is quite an accomplishment.

Best of luck and thank you for your interest in the Certified Florida Collector Assistant certification program.

MM/jk



Application for Certified Florida Collector or Certified Florida Collector Assistant

6/14
DR-410
R. 03/08
Rule 12D-16.002
Florida Administrative Code
Eff. 11/12

Property Tax Oversight Program Florida Department of Revenue

Applications must have the signature of the Program Director,
Tax Collector (or designee) below.

Ray Valdes
Signature

Tax Collector, Seminole County

Title

Received On:

SEP 02 2014

TRAINING SECTION

James McAdams
Chairman

Admissions Committee

Property Tax Oversight
Training Section

Post Office Box 3294

Tallahassee FL 32315-3294

\$25 fee must be enclosed for application to be processed

(Make checks payable to Florida Department of Revenue)

PRINT YOUR FULL NAME AS YOU WOULD LIKE IT TO APPEAR ON THE CERTIFICATE

Name Denny Fidela M.

(Last)

(First)

(Middle)

E-mail Address fdenny@seminoletax.org

Business Phone Number 407-665-7971

Employed By Seminole County Tax Collector

Job Title Assistant Manager

Name of High School Scott Community College, Davenport, IA - GED Graduated? ☒ Yes ☐ No

Name of College Scott Community College, Davenport, IA Graduated? ☐ Yes ☒ No

Professional Organizations (in the collection field) _____

List below all tax collection courses and enclose a copy of the certificate of completion DOR: Management of FTC Office, 30 hrs
Effective Decision-Making, Duties/Responsibilities of TC, Ad Valorem Taxes, DMS: TC 30 hrs
Limited Services, Fraudulent Document Recognition 32 hrs 8 hrs

Professional Designations Certified Public Supervisor through FSU

Please list below your experience with The Florida Department of Revenue and/or Florida County Tax Collector Office

Name of Employer Seminole County Tax Collector

Your Title Asst Manager From Nov. 2010 To Current

Name of Employer Seminole County Tax Collector

Your Title CSR 2006 to 2007; Workleader 2007 to 2008 From Supervisor 2008 to 2010

I hereby certify the statements and documents contained herein are correct, and if qualified for the Certified Florida Collector/ Certified Florida Collector Assistant designation, I agree to subscribe to, and practice, the Certified Florida Collector/Certified Florida Collector Assistant code of ethics. I understand that the professional designation for which this application is made may not be used upon leaving employment with a Florida county property appraiser's office, tax collector's office, or the Florida Department of Revenue.

Signed: *[Signature]* Date: 08/25/2014

Print Form

Check #
030976
\$25.00



Training Team Fee Transmittal Form

Received On:

SEP 02 2014

Please make check(s) payable to:
Mail to:
Attn:

The Florida Department of Revenue
Property Tax Oversight
Training Team
Post Office Box 3294
Tallahassee, Florida 32315-3294

TRAINING SECTION

Submitted By: Seminole County

☐ Property Appraiser

☒ Tax Collector

☐ PTO/DOR

☐ External Company Name:

Check Number:

Amount:

25.00

Remitted For:

Application Fee

Please list individual names (typed) and the purpose of the fee(s) in the space provided.

Name: Fidela Denny

Fee Purpose: CFCA Application

Name:

Fee Purpose:

Name:

Fee Purpose:

Name:

Fee Purpose:

Name:

Fee Purpose:

Name:

Fee Purpose:

Name:

Fee Purpose:

Name:

Fee Purpose:

This form must accompany all remittance submitted for designation purposes.



*The Department of Revenue
of the State of Florida*

certifies that

Fidela Denny

has successfully completed

"Managment"

Course TCC 502A, 30 Contact Hours

Friday, April 24, 2009

A handwritten signature in cursive script, reading "Lisa Echeverri", is written over a horizontal line.

Lisa Echeverri
Executive Director

A handwritten signature in cursive script, reading "James McAdams", is written over a horizontal line.

James McAdams
Chairman
Admissions and Certifications Committee
for Certified Florida Collectors
and Certified Florida Collector Assistants



*The Department of Revenue
of the State of Florida*

certifies that

Fidela Denny

has successfully completed

"Effective Decision Making"

Course PTO-003, 15 Contact Hours

August 15, 2011

A handwritten signature in cursive script, reading "Lisa Vickers", is written over a horizontal line.

Lisa Vickers
Executive Director

A handwritten signature in cursive script, reading "James McAdams", is written over a horizontal line.

James McAdams
Chairman
Admissions and Certifications Committee
for Certified Florida Collectors
and Certified Florida Collector Assistants



*The Department of Revenue
of the State of Florida*

certifies that

Fidela Denny

has successfully completed

"Duties & Responsibilities of a Tax Collector"

Course TCC 501, 30 Contact Hours

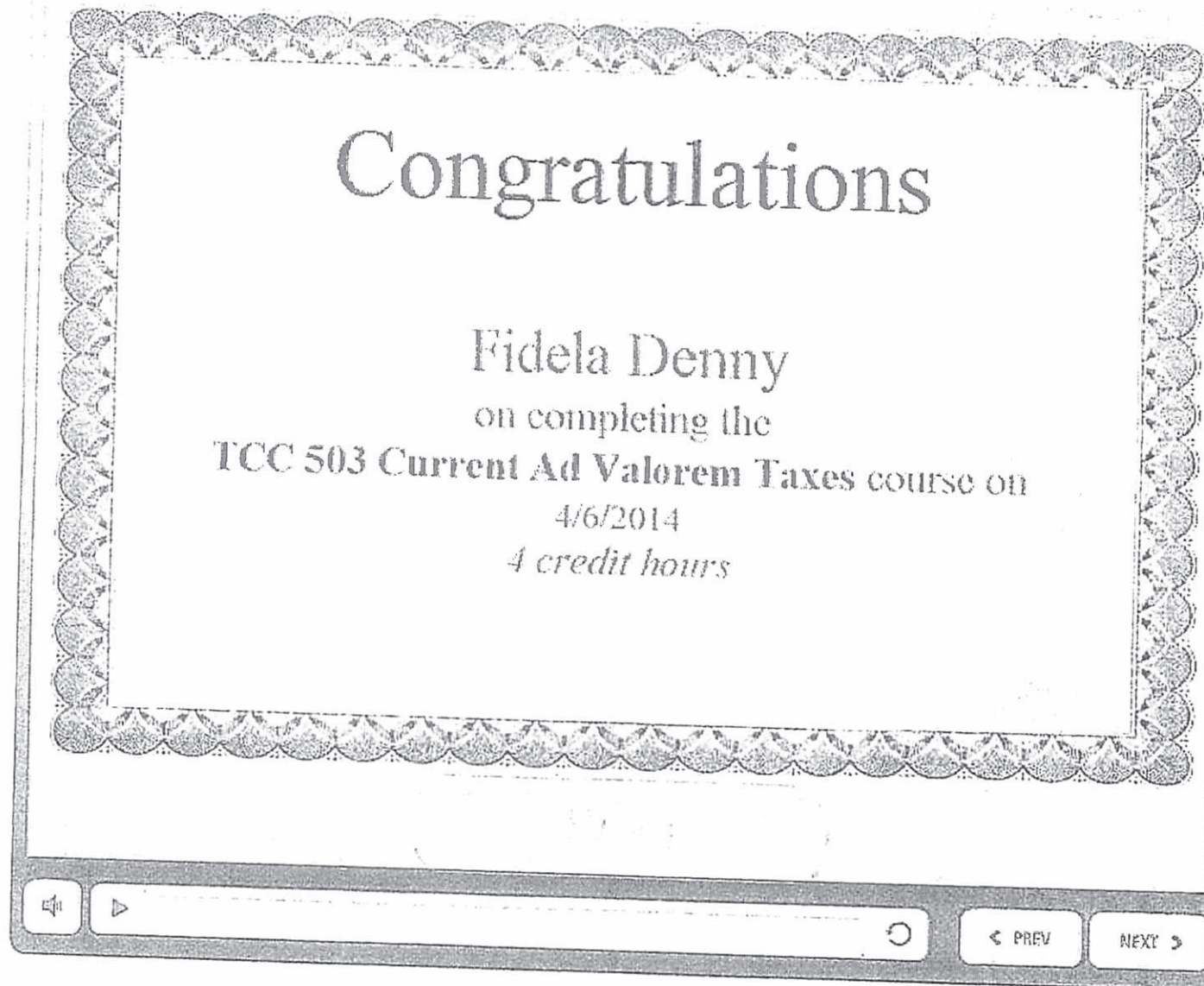
Friday, June 24, 2011

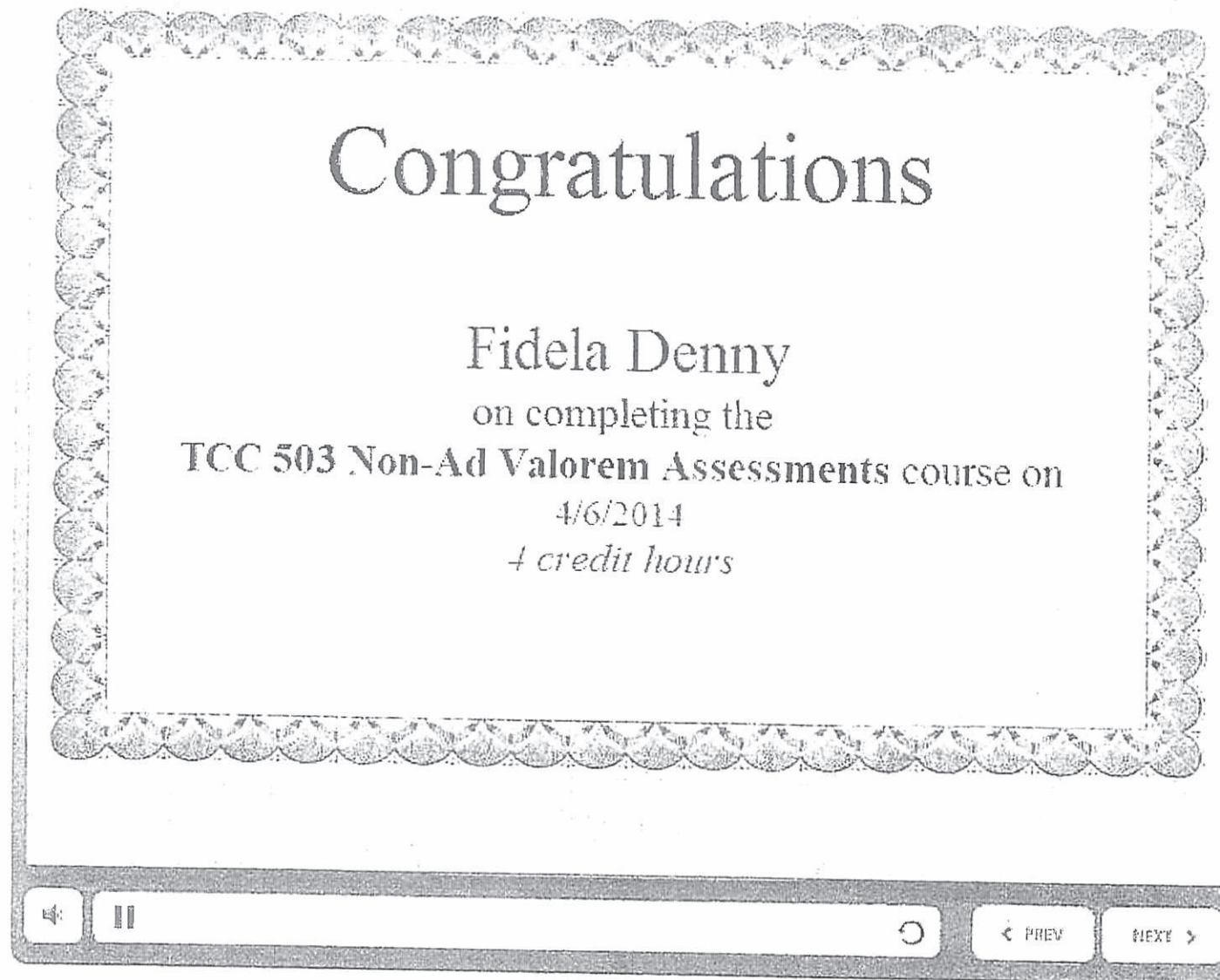
A handwritten signature in cursive script, reading "Lisa Vickers", written over a horizontal line.

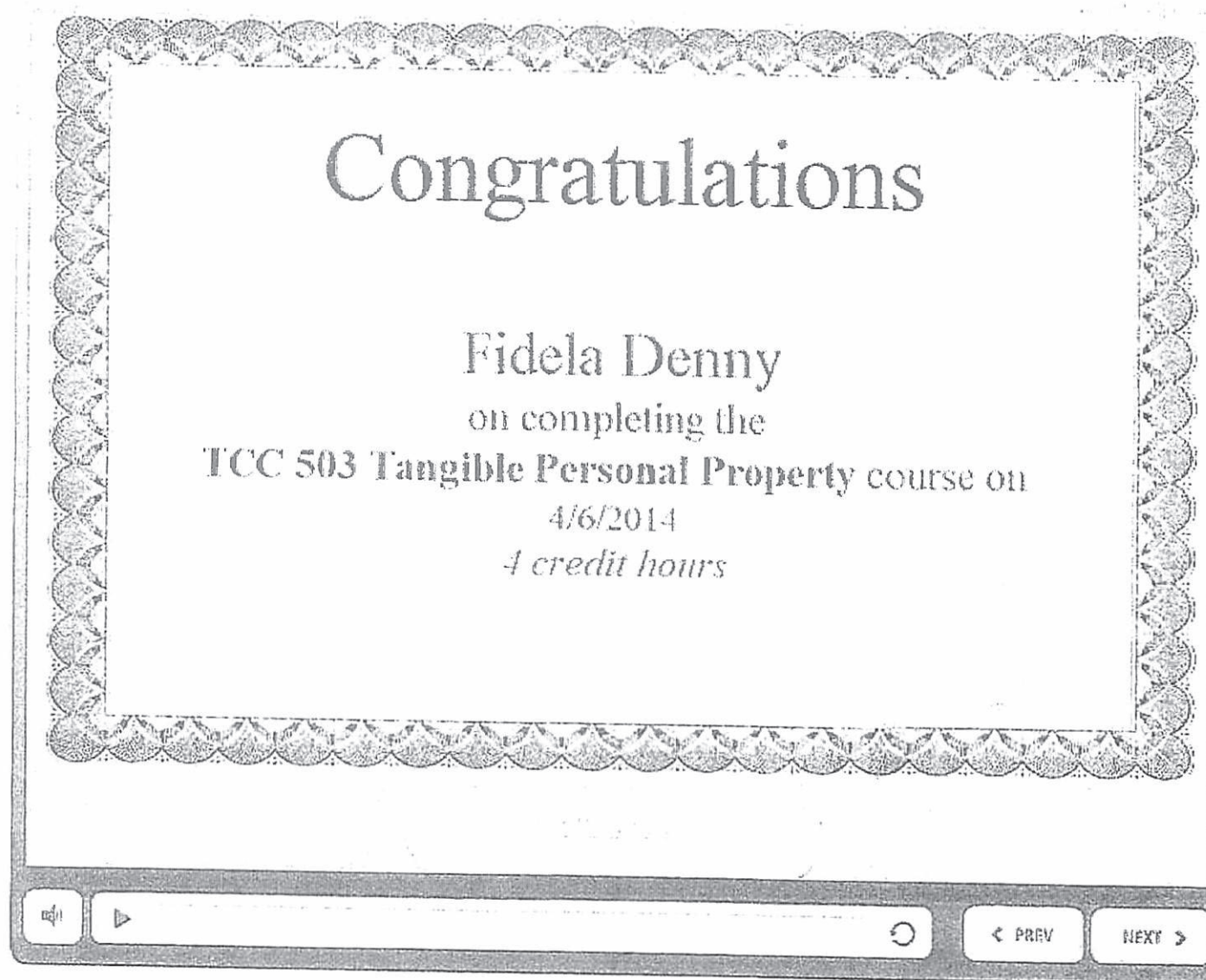
Lisa Vickers
Executive Director

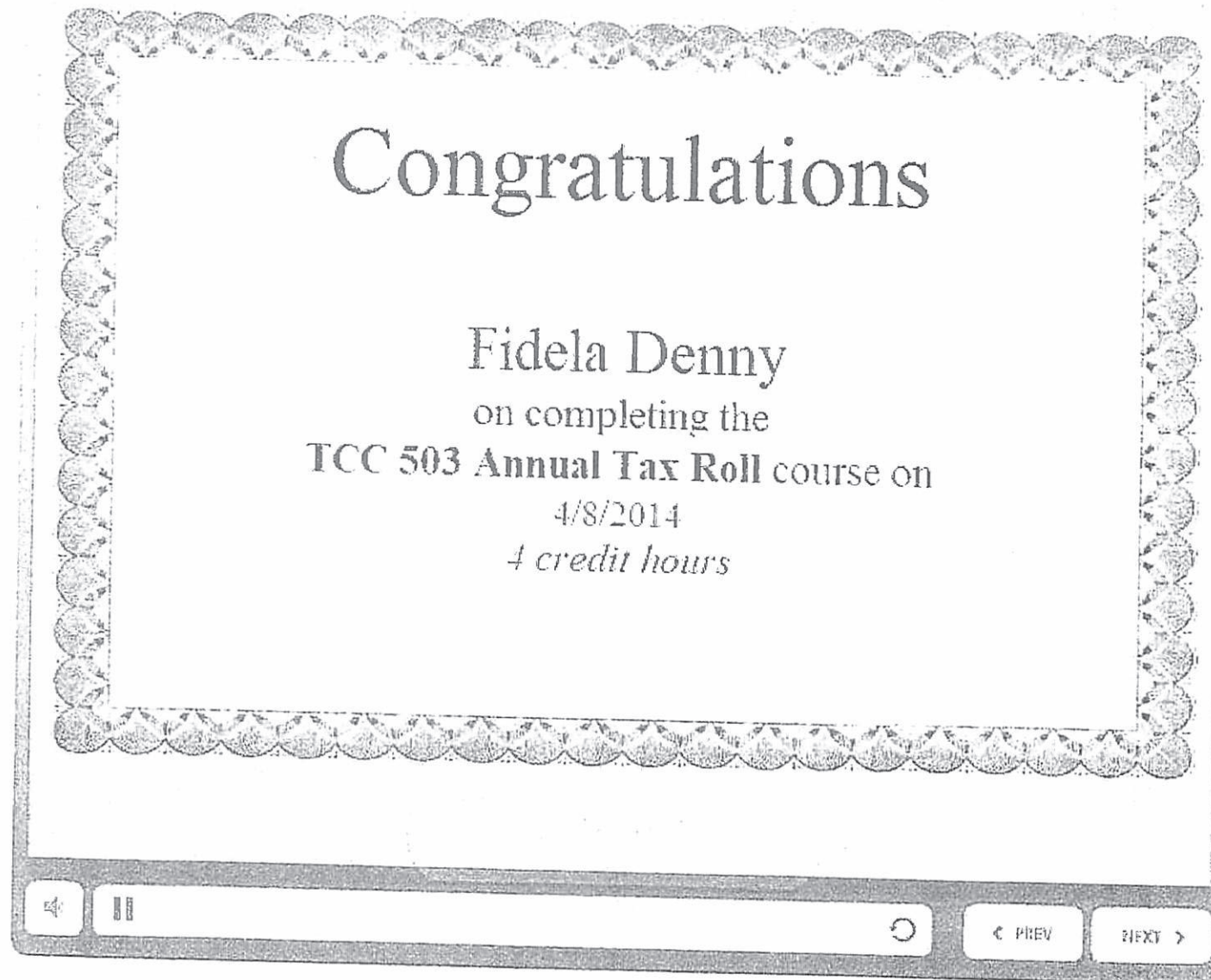
A handwritten signature in cursive script, reading "James McAdams", written over a horizontal line.

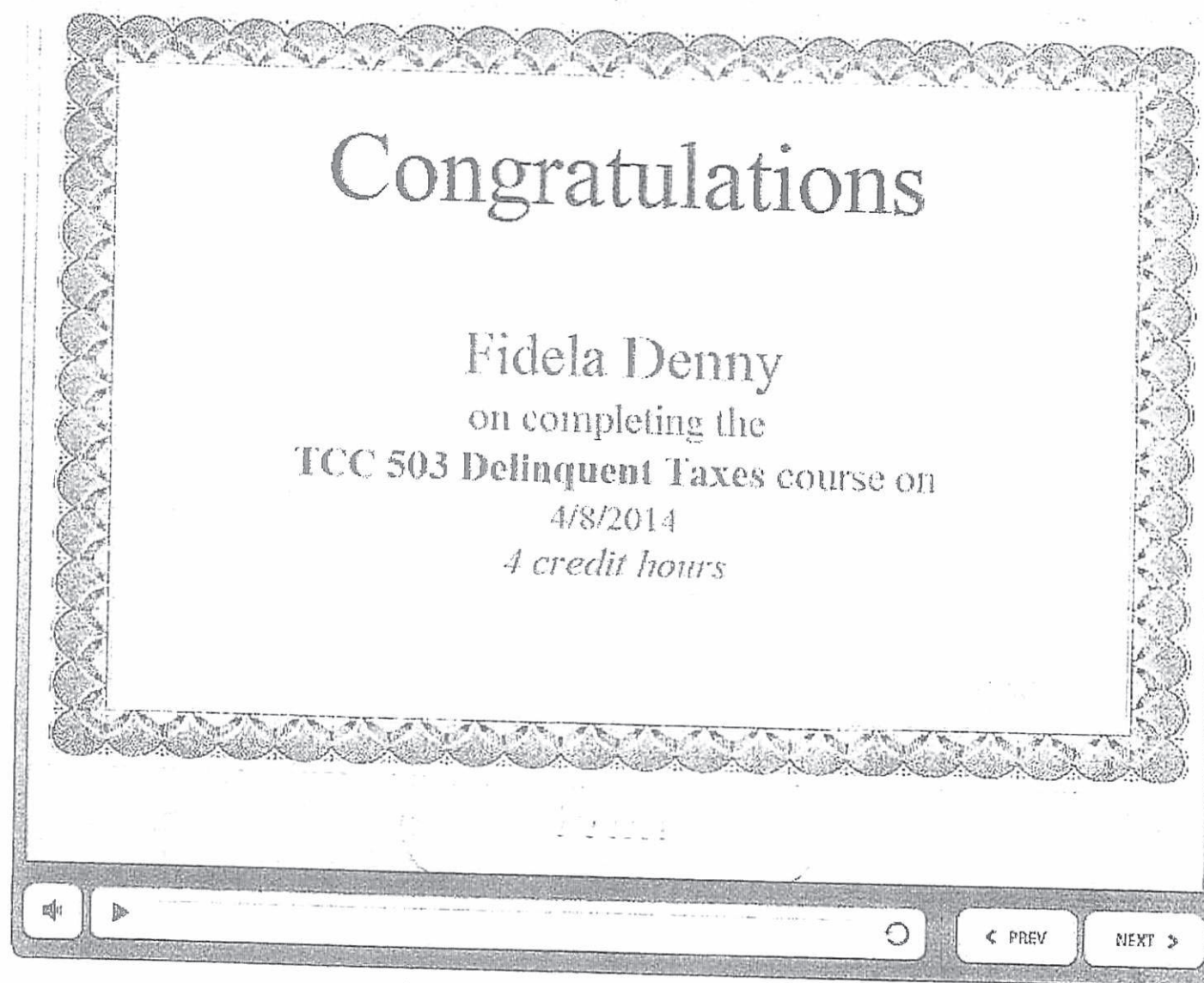
James McAdams
Chairman
Admissions and Certifications Committee
for Certified Florida Collectors
and Certified Florida Collectors Assistants

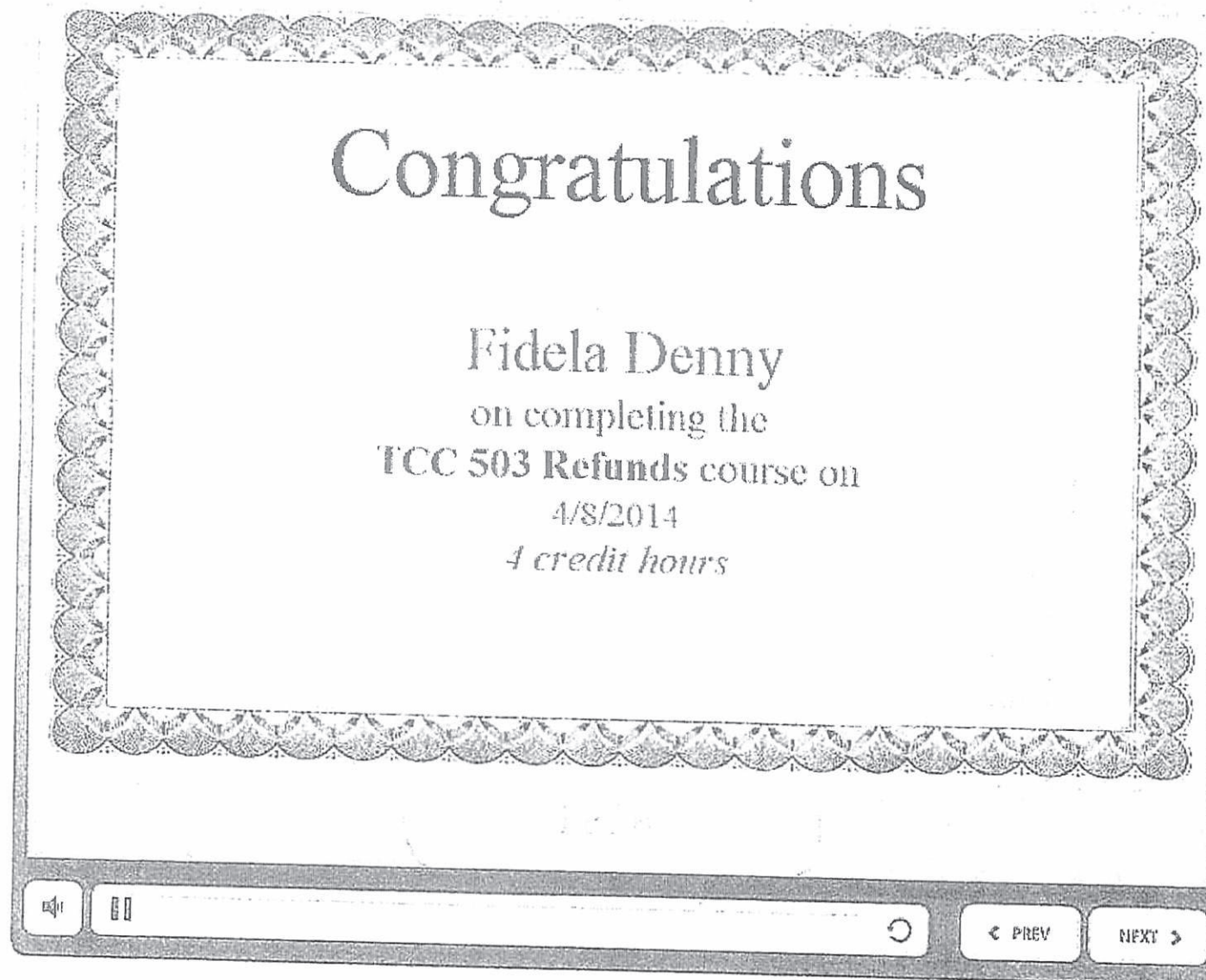


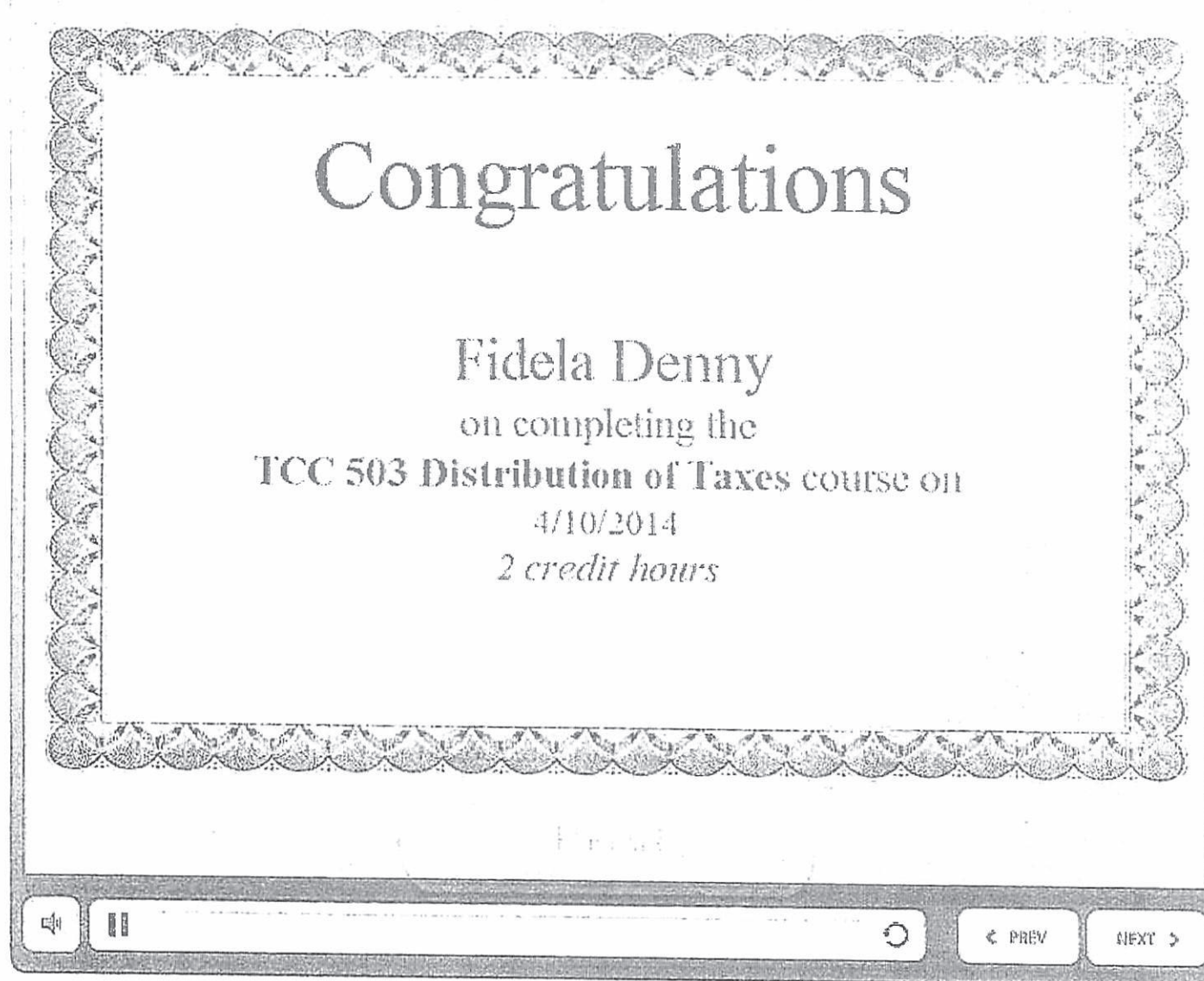


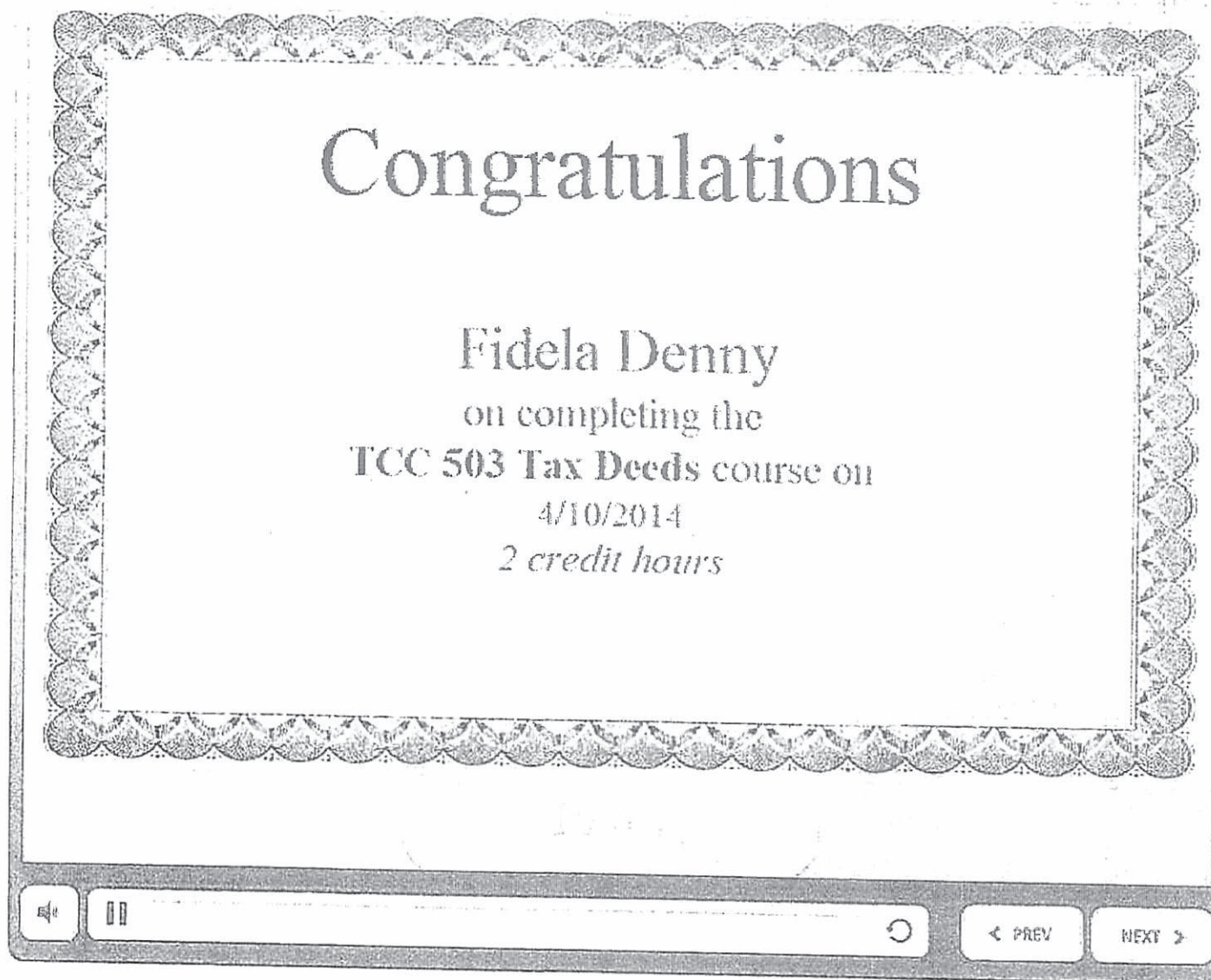


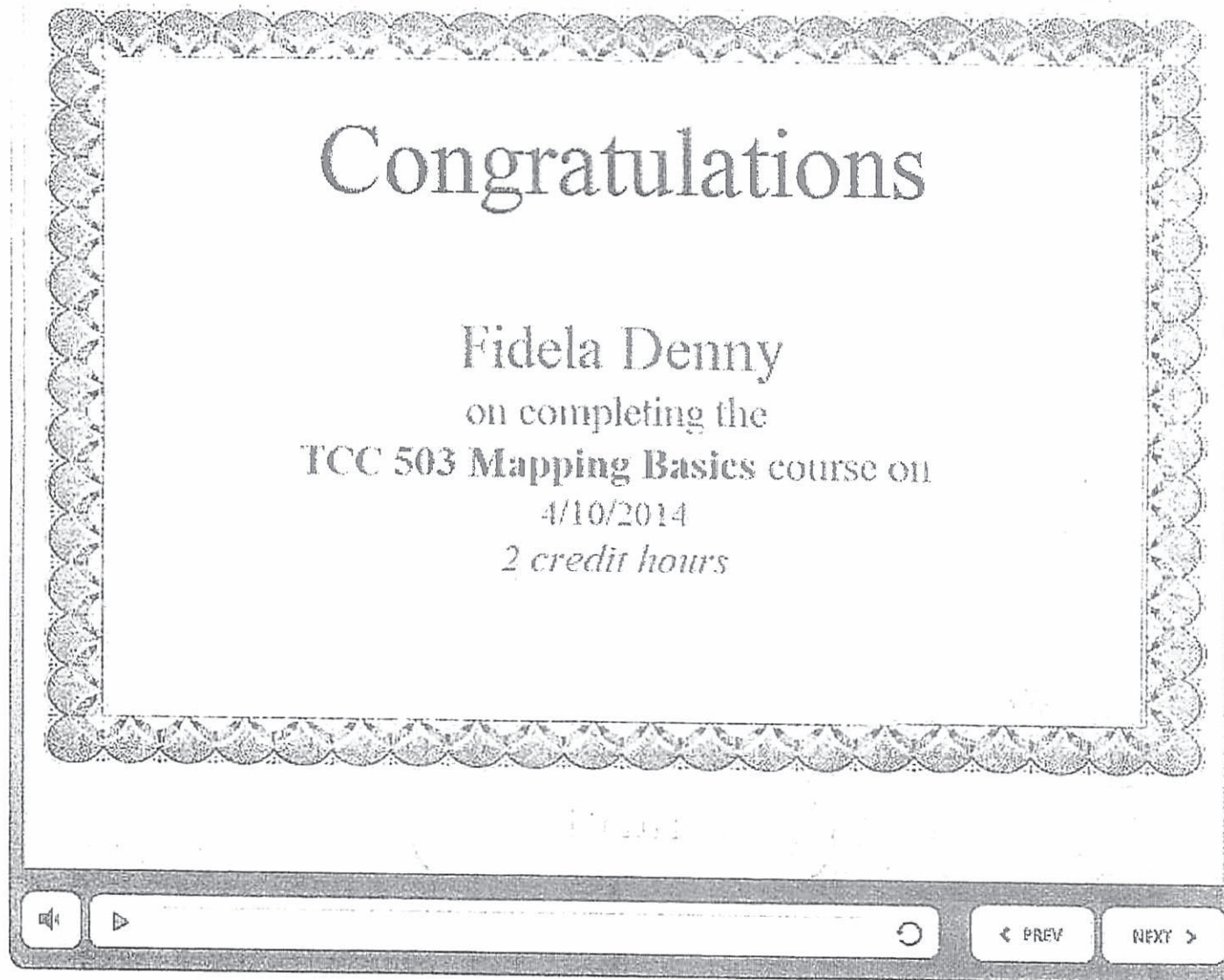














Seminole County Learner iLearn Transcript



Transcript: Fidela Denny							
Course Name	Class Name	Course Type	Completion Status	Registration Date	Completion Date	Course Duration	Grade
CDL Medical Certification	CDL Medical Certification	OLT	Completed	8/29/2012	8/29/2012	45 minutes	92
Fraudulent Document Recognition	Fraudulent Document Recognition	ILT	Completed	11/8/2007	11/8/2007	8 hours	100
Tax Collectors Limited Services	Tax Collectors Limited Services	ILT	Completed	11/7/2007	11/7/2007	32 hours	98
Immigration Training	Immigration Training, Bunnell, 3/5/2014	ILT	Completed	3/11/2014	3/5/2014	4 hours	N/A



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

Chapter 12D-19, F.A.C.

Name to Appear on Certificate:	John Eaton		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Flagler	Job Title: Taxpayer Motorist Services Specialist		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	11/1/21		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 10/28/19	To: Present
From: 8/1/11	To: 10/27/19

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
HSMV - DL Training Series: Phase I	45	Attended Course
HSMV - DL Training Series: Phase II	45	Attended Course
AAMVA CDL 2015 for Re-certification in 2020	5	Attended Course
Total Hours	125	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes:

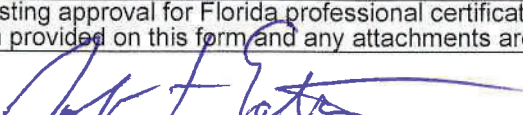


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2

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Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): John Eaton					
Business email address: RNescio@FlaglerTax.com			Business phone number: 386-313-4160		
Job title: Taxpayer Motorist Svcs Specialist					
Employed by: Flagler County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Flagler County Tax Collector					
Your Title: Taxpayer Motorist Svcs Specialist			Employment Dates: 10/28/2019 to present		
Employer: Florida Dept of Highway Safety Motor Vehicles					
Your Title: Senior Highway Safety Specialist			Employment Dates: Aug 2011 to Oct 2019		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
	TCC 501 Duties & Responsibilities for Flor	30		DL Transformed Phase I Tax Collectors E	45
	DL Transformed II	45		See Attached for additional classes	
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 12/03/2021	

The Florida Department of Revenue (Department) provides training and certification for Florida

- county property appraisers and employees
- county tax collectors and employees

Certification

To become certified as one of the following Florida professional designees, you must have two years of experience employed in a Florida property appraiser office, a Florida tax collector office, or with the Department and meet certain requirements:

- Certified Florida Appraiser
- Certified Florida Evaluator
- Certified Cadastralist of Florida
- Certified Florida Collector
- Certified Florida Collector Assistant

To become a Certified Florida Appraiser or Certified Florida Evaluator you must complete:

- a minimum of 30 hours of approved courses which include instruction and examination on basic appraisal principles, types of value, and economic principles pertaining to the valuation of real property
- a minimum of 30 hours of approved courses which include instruction and examination on procedures and methods regarding the income approach to estimating the value of real property
- an additional 60 hours of approved elective courses which include instruction and examination related to the professional designation

To become a Certified Cadastralist of Florida you must complete:

- a minimum of 30 hours of approved courses which include instruction and examination on mathematic principles for cadastral mappers
- a minimum of 30 hours of approved courses which include instruction and examination on the Public Land Survey System for cadastral mappers
- a minimum of 30 hours of approved courses which include instruction and examination on real property descriptions
- a minimum of 30 hours of approved courses which include instruction and examination on basic map compilation
- a minimum of 30 hours of approved elective courses which include instruction and examination on principles, techniques, or applications of cadastral mapping

To become a Certified Florida Collector or Florida Certified Collector Assistant you must complete:

- a minimum of 30 hours of approved courses which includes instruction and examination on the duties and responsibilities of a Florida tax collector
- a minimum of 90 hours of approved elective courses which include instruction and examination designed to impart expertise in the areas of tax administration, assessment, or collection in Florida

Course Approval and Examinations

All courses for certification or reinstatement must be approved by the Department. Courses that are determined by the Department to meet the requirements and are approved courses for certification, recertification or reinstatement are published on the Department's Certification and Training webpage https://floridarevenue.com/property/Pages/Cofficial_Training.aspx. You must pass all required examinations for each required course to obtain course credit.

Annual Recertification Due January 1

To be recertified each calendar year, all Florida professional designees must certify their governmental employment and pay the \$5 recertification fee each January 1. Recertification fees become delinquent April 1.

Florida county property appraisers and tax collectors must complete a minimum of 24 hours of approved courses. In addition to the approved courses listed on the Department's Certification and Training webpage, continuing education courses, seminars, workshops, and conferences will be approved on a case-by-case basis. See Form DR-4002, *Application for Approval of a Course or Continuing Education Credit Hours*.

Special Salary for Officials

To qualify for and receive the special qualification salary provided in Section 145.10 or 145.11, Florida Statutes, property appraisers and tax collectors must meet all certification requirements within four years after taking office.

Reinstatement

Each certification is conditional upon governmental employment and expires automatically if you leave governmental employment or you fail to meet the annual recertification requirements. Once your professional certification has expired, you may apply for reinstatement.

Property appraisers and tax collectors must complete 24 hours of continuing education courses. All applicants must certify their governmental employment and pay the reinstatement fee.

If you are unable to submit your completed application or pay the fee online, mail your completed application, copies of certificates of completed courses, and a check or money order for the required fee to:

Florida Department of Revenue
Property Tax Oversight
Certification and Training
PO Box 3294
Tallahassee, FL 32315-3294

Need Assistance?

Email: PTOTraining@floridarevenue.com

To speak with a Department of Revenue representative, call Certification and Training at 850-717-6570.

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certifies that

John Eaton

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

January 27-31, 2020



This certificate is awarded to

John Eaton

for the successful completion of the course

DL Transformed Phase I "Tax Collector's Edition"

By FLHSMV

45 Hours 0 Minutes

Date: 1/17/2020



This certificate is awarded to

John Eaton

for the successful completion of the course

DL Transformed: Phase II

By FLHSMV

45 Hours 0 Minutes

Date: 2/14/2020

This certificate is awarded to

JOHN EATON

for the successful completion of

AAMVA CDL 2015 for Re-certification in 2020

by External Training

5 Hours 0 Minutes

Date of Course Completion: 3/26/2020

Transcript Report

Name: JOHN EATON
Division/County: Tax Collector - FLAGLER
Job Title: TC-AGENT
Date Criteria Type: Date training is added to users' transcript
Start Date:
End Date:
Training Type: Cohort, Curriculum, Event, External Training, Library, Material, Online Class, Posting, Quick Course, Session, Test, Online Content
Training Title:
Subject(s):
Archived Training Include: Yes
Completed Training Only: Yes, Show all historical instances of completion if the user has completed more than one instance
Report Generated By: CORDELLA DOTSON
Report Date: 12/2/2021

TITLE	TYPE	PROVIDER	VERSION	REGISTERED	START DATE	END DATE	DUE DATE	TRAINING HOURS	SCORE	STATUS	COMPLETION DATE	DURATION
Information and Cyber Security Awareness for External Entities - 2021	Online Class	FLHSMV	1.00	9/13/2021	N/A	N/A	12/12/2021	0.5	100	Completed	9/27/2021	0.5
ORION: Virtual Hands-on Train-the-Trainer	Online Class	FLHSMV	1.00	2/15/2021	N/A	N/A	2/28/2021	2.67	0	Completed	2/15/2021	2.5
DL Issuance Hands-on Practice: FR1 and FR8 Clearance Transaction	Online Class	FLHSMV	1.00	2/15/2021	N/A	N/A	2/15/2021	0	100	Completed	2/15/2021	
DL Issuance Hands-on Practice: FR1 and FR7 Clearance Transaction	Online Class	FLHSMV	1.00	2/15/2021	N/A	N/A	2/15/2021	0	100	Completed	2/15/2021	
ORION Training for TC Agents	Curriculum	FLHSMV	2.00	2/3/2021	N/A	N/A	2/28/2021	1.87		Completed	2/15/2021	
DL Issuance: Sanctions Clearance	Online Class	FLHSMV	1.00	2/3/2021	N/A	N/A	N/A	0.18	0	Completed	2/15/2021	0.18
DL Issuance: Submitting ID Document Exceptions	Online Class	FLHSMV	1.00	2/3/2021	N/A	N/A	N/A	0.05	0	Completed	2/15/2021	0.05
Legacy to Federal Restriction Codes	OMM	FLHSMV	1.00	2/3/2021	N/A	N/A	N/A	0		Completed	2/15/2021	
Motorist Maintenance: Seized Tag	OMM	FLHSMV	1.00	2/3/2021	N/A	N/A	N/A	0		Completed	2/15/2021	
DL Issuance: CDL and CLP Exams and License Details	Online Class	FLHSMV	1.00	2/3/2021	N/A	N/A	N/A	0.08	0	Completed	2/15/2021	0.08
DL Issuance: Capture Summary	Online Class	FLHSMV	1.00	2/3/2021	N/A	N/A	N/A	0.05	0	Completed	2/15/2021	0.1
DL Issuance: Identification Documents and Capture Scan Documents	Online Class	FLHSMV	1.00	2/3/2021	N/A	N/A	N/A	0.05	0	Completed	2/15/2021	0.05
DL Issuance: Personal Details, Temporary Address, and Emergency Contact Information	Online Class	FLHSMV	1.00	2/3/2021	N/A	N/A	N/A	0.08	0	Completed	2/15/2021	0.08
DL Issuance: FDLE Letter	Online Class	FLHSMV	1.00	2/3/2021	N/A	N/A	N/A	0.07	0	Completed	2/15/2021	0.06
DL Issuance: Cashier Checkout	Online Class	FLHSMV	1.00	2/3/2021	N/A	N/A	N/A	0.05	0	Completed	2/15/2021	0.05
Motorist Maintenance: Medical Queue for Field Users	Online Class	FLHSMV	1.00	2/3/2021	N/A	N/A	N/A	0.08	0	Completed	2/15/2021	0.08
Motorist Maintenance: Search and Navigation for Examiners and Agents	Online Class	FLHSMV	1.00	2/3/2021	N/A	N/A	N/A	0.23	0	Completed	2/15/2021	0.23
DL Issuance: Badge Transaction	Online Class	FLHSMV	1.00	2/3/2021	N/A	N/A	N/A	0.05	0	Completed	2/15/2021	0.05
Motorist Maintenance: Bulk Transcript	OMM	FLHSMV	1.00	2/3/2021	N/A	N/A	N/A	0		Completed	2/15/2021	
DL Issuance: Customer Inquiry	Online Class	FLHSMV	1.00	2/3/2021	N/A	N/A	N/A	0.05	0	Completed	2/15/2021	0.05
DL Issuance: Cashiering	Online Class	FLHSMV	1.00	2/3/2021	N/A	N/A	N/A	0.12	0	Completed	2/15/2021	0.11
DL Issuance: Locate, Create, and Start a Transaction	Online Class	FLHSMV	1.00	2/3/2021	N/A	N/A	N/A	0.07	0	Completed	2/15/2021	0.06
DL Issuance: Third-Party Cashiering	OMM	FLHSMV	1.00	2/3/2021	N/A	N/A	N/A	0		Completed	2/15/2021	
DL Issuance: Transaction Inquiry	OMM	FLHSMV	1.00	2/3/2021	N/A	N/A	N/A	0		Completed	2/15/2021	
DL Issuance: Temporary Permits	Online Class	FLHSMV	1.00	2/3/2021	N/A	N/A	N/A	0.07	0	Completed	2/15/2021	0.06
DL Issuance: Home Screen Overview	OMM	FLHSMV	1.00	2/3/2021	N/A	N/A	N/A	0		Completed	2/15/2021	
DL Issuance: Exam Only	Online Class	FLHSMV	1.00	2/3/2021	N/A	N/A	N/A	0.1	0	Completed	2/15/2021	0.11

DL Issuance: Class E Exams and License Details	Online Class	FLHSMV	1.00	2/3/2021	N/A	N/A	N/A	0.07	0	Completed	2/15/2021	0.06
DL Issuance: Class E Learner's License	Online Class	FLHSMV	1.00	2/3/2021	N/A	N/A	N/A	0.17	0	Completed	2/15/2021	0.16
DL Issuance: Customer Summary	Online Class	FLHSMV	1.00	2/3/2021	N/A	N/A	N/A	0.12	0	Completed	2/15/2021	0.11
DL Issuance: Completing a Transaction	Online Class	FLHSMV	1.00	2/3/2021	N/A	N/A	N/A	0.07	0	Completed	2/15/2021	0.06
DL Issuance: Applicant Screening Questions	Online Class	FLHSMV	1.00	2/3/2021	N/A	N/A	N/A	0.07	0	Completed	2/15/2021	0.06
Getting Started with ORION	Online Class	FLHSMV	1.00	2/3/2021	N/A	N/A	2/26/2021	0.07	0	Completed	2/15/2021	0.06
Phase I ORION: An Introduction	Online Class	FLHSMV	1.00	2/3/2021	N/A	N/A	2/26/2021	0.08	0	Completed	2/15/2021	0.08
DL Transformed: Phase I - Driving Test Preparation	Online Class	Driving_Exam_Part_I_-_Preparation_ORG	1.00	8/25/2020	N/A	N/A	9/4/2020	1.5	100	Completed	8/26/2020	1.5
iLearn Training for Tax Collectors	Online Class	FLHSMV	1.00	3/26/2020	N/A	N/A	N/A	0.25	0	Completed	3/26/2020	0.25
Heavy Vehicle Use Tax (HVUT) - 2019	Online Class	FLHSMV	1.00	3/24/2020	N/A	N/A	N/A	1	100	Completed	4/23/2020	1
AAMVA FDR 2019: Vehicle Identification Documents	Online Class	Vehicle_Documents_ORG	1.00	3/19/2020	N/A	N/A	4/30/2020	1	80	Completed	3/24/2020	1
AAMVA FDR 2019 (General Members)	Curriculum	FLHSMV	3.00	3/19/2020	N/A	N/A	4/30/2020	10		Completed	3/26/2020	
AAMVA FDR 2019: Canadian Travel, Citizenship, and Immigration Docs	Online Class	Canadian_Travel,_Citizenship,_and_Immigration_Docs_ORG	1.00	3/19/2020	N/A	N/A	N/A	1	70	Completed	3/20/2020	1
AAMVA FDR 2019: Travel Documents	Online Class	Travel_Documents_ORG	1.00	3/19/2020	N/A	N/A	N/A	0.5	60	Completed	3/26/2020	0.5
AAMVA FDR 2019: People and Actions	Online Class	People_and_Actions_ORG	1.00	3/19/2020	N/A	N/A	N/A	1	90	Completed	3/26/2020	1
AAMVA FDR 2019: Update Only Module	Online Class	Update_Only_Module_ORG	1.00	3/19/2020	N/A	N/A	N/A	0.25	0	Completed	3/26/2020	0.25
AAMVA FDR 2019: Introduction to Covert Features	Online Class	Introduction_to_Covert_Features_ORG	1.00	3/19/2020	N/A	N/A	N/A	0.25	80	Completed	3/26/2020	0.25
AAMVA FDR 2019: High Quality Counterfeits Level 2	Online Class	High_Quality_Counterfeits_Level_II_ORG	1.00	3/19/2020	N/A	N/A	N/A	0.75	0	Completed	3/26/2020	0.75
AAMVA FDR 2019: Counterfeits and Alterations	Online Class	Counterfeits_and_Alterations_ORG	1.00	3/19/2020	N/A	N/A	N/A	0.75	80	Completed	3/24/2020	0.75
AAMVA FDR 2019: Driver Licenses and ID Cards	Online Class	Driver_Licenses_and_ID_Cards_ORG	1.00	3/19/2020	N/A	N/A	N/A	0.75	90	Completed	3/24/2020	0.75
AAMVA FDR 2019: Internal Fraud for Staff	Online Class	Internal_Fraud_for_Staff_ORG	1.00	3/19/2020	N/A	N/A	N/A	0.75	100	Completed	3/26/2020	0.75
AAMVA FDR 2019: Birth Certificates	Online Class	Birth_Certificates_ORG	1.00	3/19/2020	N/A	N/A	N/A	0.5	60	Completed	3/20/2020	0.5
AAMVA FDR 2019: High Quality Counterfeits Level 1	Online Class	High_Quality_Counterfeits_L1_ORG	1.00	3/19/2020	N/A	N/A	N/A	0.5	0	Completed	3/26/2020	0.5
AAMVA FDR 2019: Introduction to Fraud	Online Class	Introduction_to_Fraud_ORG	1.00	3/19/2020	N/A	N/A	N/A	1	100	Completed	3/20/2020	1
AAMVA FDR 2019: Social Security Cards	Online Class	Social_Security_Cards_ORG	1.00	3/19/2020	N/A	N/A	N/A	0.5	100	Completed	3/26/2020	0.5
AAMVA FDR 2019: US Immigration Documents	Online Class	US_Immigration_Documents_ORG	1.00	3/19/2020	N/A	N/A	N/A	0.5	80	Completed	3/26/2020	0.5
AAMVA FDR 2019 Level 1 Job Aid	Study Guides	N/A	1.00	3/19/2020	N/A	N/A	N/A	0		Completed	3/26/2020	
AAMVA FDR 2019: Security Features	Online Class	Security_Features_ORG	1.00	3/19/2020	N/A	N/A	N/A	1	90	Completed	3/26/2020	1
AAMVA FDR 2019 Level 2 Job Aid	Study Guides	N/A	1.00	3/19/2020	N/A	N/A	N/A	0		Completed	3/26/2020	
AAMVA CDL 2015 for Re-certification in 2020	Curriculum	N/A	1.00	3/19/2020	N/A	N/A	4/30/2020	5		Completed	3/26/2020	
AAMVA CDL 2015 for 2020 Recertification: Module 4 - CKE End-of-Course Exam	Online Class	AAMVA_CDL_Module_4_ORG	1.00	3/26/2020	N/A	N/A	N/A	0.25	80	Completed	3/26/2020	0.25
AAMVA CDL 2015 for 2020 Recertification: Module 2 - Overview of the CDL Tests	Online Class	AAMVA_CDL_Module_2_ORG	1.00	3/24/2020	N/A	N/A	N/A	0.75	100	Completed	3/24/2020	0.75
AAMVA CDL 2015 for 2020 Recertification: Module 3 - CDL Knowledge Tests	Online Class	AAMVA_CDL_Module_3_ORG	1.00	3/24/2020	N/A	N/A	N/A	0.75	90	Completed	3/26/2020	0.75
AAMVA CDL 2015 for 2020 Recertification: Module 5 - CKE Course Completion	Online Class	AAMVA_CDL_Module_5_ORG	1.00	3/26/2020	N/A	N/A	N/A	0.25		Completed	3/26/2020	0.25
AAMVA CDL 2015 for 2020 Recertification: Orientation	Online Class	AAMVA_CCKE_Orientation_ORG	1.00	3/19/2020	N/A	N/A	N/A	0.5		Completed	3/24/2020	0.5
AAMVA CDL 2015 for 2020 Recertification: Module 1 - Introduction to CDL Licensing	Online Class	AAMVA_CDL_Module_1_ORG	1.00	3/24/2020	N/A	N/A	N/A	2.5	100	Completed	3/24/2020	2.5
AAMVA CDL 2015 for 2020 Recertification: Orientation	Online Class	AAMVA_CCKE_Orientation_ORG	1.00	3/19/2020	N/A	N/A	N/A	0.5		Completed	3/24/2020	0.5
Driving Exam Part III - Scoring	Online Class	FLHSMV	1.00	2/27/2020	N/A	N/A	N/A	0.5	100	Completed	3/5/2020	0.5
Driving Exam Part II - Vehicle Inspection	Online Class	FLHSMV	1.00	2/27/2020	N/A	N/A	N/A	0.25	100	Completed	2/27/2020	0.25
Driving Exam Part I - Preparation	Online Class	MS	1.00	2/27/2020	N/A	N/A	N/A	0.25	100	Completed	2/27/2020	0.25
Information and Cyber Security Awareness for External Entities - 2020	Online Class	FLHSMV	1.00	1/30/2020	N/A	N/A	4/29/2020	0.5	0	Completed	2/27/2020	0.5
DL Transformed: Phase II	Session	FLHSMV	1.00	1/6/2020	2/10/2020	2/14/2020	N/A	40	96	Completed	2/14/2020	
DL Transformed: Phase II	Event	FLHSMV		N/A	N/A	N/A	N/A	40		Completed	2/14/2020	

DL Transformed Phase I "Tax Collector's Edition"	Event	FLHSMV		N/A	N/A	N/A	N/A	38		Completed	1/17/2020
DL Transformed Phase I "Tax Collector's Edition"	Session	FLHSMV	1.00	1/6/2020	1/13/2020	1/17/2020	N/A	40	0	Completed	1/17/2020

183.93



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

Chapter 12D-19, F.A.C.

Name to Appear on Certificate:	Tracy French		
Previous Name(s)(if applicable):			
Documentation Included:			
County: St. Lucie	Job Title: Operations Specialist		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	3/1/21		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 3/15/17	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
HSMV - DL Training Series: Phase I	45	Attended Course
HSMV - DL Training Series: Phase II	45	Attended Course
Total Hours	150	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes:



**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Tracy French					
Business email address: tracy.french@tcslc.com			Business phone number: 772-337-5746		
Job title: Operations Specialist					
Employed by: St. Lucie County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: St. Lucie County Tax Collector					
Your Title: Operations Specialist			Employment Dates: 03/15/2017 - Present		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TCC501	Duties and Responsibilities	30	TCC504	Collection of Licenses, Taxes and Fees	30
				DL Phase I and Phase II	90
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: Tracy French			Date: 11/22/2021		
<small>Digitally signed by Tracy French DN: cn=Tracy French, o=St Lucie County Tax Collector, ou, email=Tracy.French@tcslc.com, c=US Date: 2021.11.22 15:11:37 -0500</small>					

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certifies that

Tracy French

has successfully completed

THE COLLECTION OF LICENSES, TAXES AND FEES

TCC 504, 30 Hours

June 7-10, 2021

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certifies that

Tracy French

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

February 22-26, 2021

This certificate is awarded to

TRACY FRENCH

for the successful completion of

DL Transformed: Phase I

by FLHSMV

45 Hours 0 Minutes

Date of Course Completion: 7/21/2017

This certificate is awarded to

TRACY FRENCH

for the successful completion of

DL Transformed: Phase II

by FLHSMV

45 Hours 0 Minutes

Date of Course Completion: 8/25/2017



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

Chapter 12D-19, F.A.C.

Name to Appear on Certificate:	James Linsey Gist		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Escambia	Job Title: Management Support Agent I		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	12/1/21		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 10/12/10	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30	Attended Course
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
Total Hours	120	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes:



**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): James Linsey Gist					
Business email address: jgist@escambiatatxcollector.com			Business phone number: 850-438-6500 x3513		
Job title: Manager Support Agent					
Employed by: Scott Lunsford, Escambia County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Scott Lunsford, Escambia County Tax Collector					
Your Title: Manager Support Agent			Employment Dates: 10/12/2010 to Present		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TCC501	Duties & Responsibilities of Florida Tax Collector	30	TCC503	Collection and Distribution of Property Taxes	30
TCC502	Management of a Florida Tax Collector's Office	30	TCC504	The Collection of License, Taxes & Fees	30
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: James L. Gist		Digitally signed by James L. Gist Date: 2021.12.03 14:42:49 -06'00'		Date: 12/03/2021	



FLORIDA

**Property Tax Oversight Program
Florida Department of Revenue**

Applications must have the signature of the Program Director,
Tax Collector (or designee) below.

Richard W. Stone 11/29/21
Signature

Chief of Staff

Title

PRINT YOUR FULL NAME AS YOU WOULD LIKE IT TO APPEAR ON THE CERTIFICATE

Name Gist James Linsey

(Last)

(First)

(Middle)

E-mail Address igist@escambiatatxcollector.com

Business Phone Number (850) 438-6500 ext. 3400

Employed By Escambia County Tax Collector

Job Title Management Support Agent I

Name of High School Seagoville High Graduated? ☒ Yes ☐ No

Name of College Southern Illinois University Graduated? ☒ Yes ☐ No

Professional Organizations (in the collection field) N/A

List below all tax collection courses and **enclose a copy of the certificate of completion** TCC 501, TCC 502, TCC 503

TCC 504

Professional Designations N/A

Please list below your experience with The Florida Department of Revenue and/or Florida County Tax Collector Office

Name of Employer Escambia County Tax Collector

Your Title Management Support Agent I From 10/12/10 To Present

Name of Employer _____

Your Title _____ From _____ To _____

I hereby certify the statements and documents contained herein are correct, and if qualified for the Certified Florida Collector/ Certified Florida Collector Assistant designation, I agree to subscribe to, and practice, the Certified Florida Collector/Certified Florida Collector Assistant code of ethics. I understand that the professional designation for which this application is made may not be used upon leaving employment with a Florida county property appraiser's office, tax collector's office, or the Florida Department of Revenue.

Signed: [Signature] Date: 11-22-2021

RECEIVED

DEC 03 2021

DEPT OF REV
PROPERTY TAX OVERSIGHT

Property Tax Oversight
Training Section
Post Office Box 3294
Tallahassee FL 32315-3294

\$25 fee must be enclosed for application to be processed
(Make checks payable to Florida Department of Revenue)

CK #00019106 \$50.00

DR-410
R. 03/08
Rule 12D-16.002
Florida Administrative Code
Eff. 11/12
TC

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certifies that

James Gist

has successfully completed

MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE

TCC 502, 30 Hours

September 18 - October 2, 2020

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certifies that

James Gist

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

January 27-31, 2020

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certifies that

James Gist

has successfully completed

THE COLLECTION OF LICENSES, TAXES AND FEES

TCC 504, 30 Hours

June 4-8, 2018

Congratulations,

James Linsey Gist

on completing

**TCC 503 - COLLECTION AND
DISTRIBUTION OF PROPERTY TAXES AND
SPECIAL ASSESSMENTS**

on

November 18, 2021
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

Chapter 12D-19, F.A.C.

Name to Appear on Certificate:	Ashley T. Hepburn		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Hillsborough	Job Title: Supervisor		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	12/1/21		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 5/7/17	To: Present
From: 8/18/14	To: 5/6/17

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30	Attended Course
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
Total Hours	120	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes:



Application for Florida Professional Certification Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Ashley T. Hepburn					
Business email address: hepburna@hillstax.org			Business phone number: 813-635-5210 ext 5448		
Job title: Supervisor					
Employed by: Hillsborough County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Hillsborough County Tax Collector					
Your Title: Supervisor			Employment Dates: 05/07/2017 - Present		
Employer: Hillsborough County Tax Collector					
Your Title: Customer Service Rep			Employment Dates: 08/18/2014 - 05/06/2017		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
	TCC501	30		TCC502	30
	TCC503	30		TCC504	30
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature:				Date: 01/06/2022	

The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team



Certifies that

Ashley Hepburn

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

February 22-26, 2021

The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team



Certifies that

Ashley Hepburn

has successfully completed

MANAGEMENT OF A FLORIDA TAX COLLECTORS OFFICE

TCC 502, 30 Hours

September 18 - October 2, 2020

Congratulations,

Ashley Hepburn

on completing

**TCC 503 - COLLECTION AND
DISTRIBUTION OF PROPERTY TAXES AND
SPECIAL ASSESSMENTS**

on

November 12, 2021
30 credit hours



The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team



Certifies that

Ashley Hepburn

has successfully completed

THE COLLECTION OF LICENSES, TAXES AND FEES

TCC 504, 30 Hours

June 7-10, 2021



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

Chapter 12D-19, F.A.C.

Name to Appear on Certificate:	Chip Herndon		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Osceola		Job Title: IT Director	
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>		Reinstatement: <input type="checkbox"/>	
Certification Date:	12/1/21		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 5/13/20	To: Present
From: 7/1/17	To: 1/1/20

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30	Attended Course
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
Total Hours	120	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes:

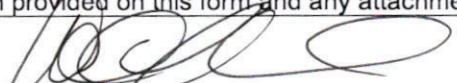


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Chip Herndon					
Business email address: cherndon@osceola.org			Business phone number: 407-742-3955		
Job title: IT Director					
Employed by: Osceola County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Osceola County Tax Collector					
Your Title: IT Director			Employment Dates: 5/13/2020 - Current		
Employer: Bay County Tax Collector					
Your Title: Systems Engineer II			Employment Dates: 7/2017 - 1/2020		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TCC501	Duties and Responsibilities of Florida Coll	30	TCC503	Collection and Distribution of Property	30
TCC502	Management of a Florida Tax Collectors	30	TCC504	The Collection of Licenses, Taxes and	30
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 12-2-2021	

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certifies that

Chip Herndon

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

February 22-26, 2021

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certifies that

Chip Herndon

has successfully completed

MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE

TCC 502, 30 Hours

September 18 - October 2, 2020

Congratulations,
Chip Herndon

on completing

**TCC 503 - COLLECTION AND
DISTRIBUTION OF PROPERTY TAXES AND
SPECIAL ASSESSMENTS**

on

November 29, 2021
30 credit hours



The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team



Certifies that

Chip Herndon

has successfully completed

THE COLLECTION OF LICENSES, TAXES AND FEES

TCC 504, 30 Hours

June 7-10, 2021



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

Chapter 12D-19, F.A.C.

Name to Appear on Certificate:	Afton Horsley		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Osceola	Job Title: Administrator		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	10/1/21		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 2/18/15	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30	Attended Course
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
Total Hours	120	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes:

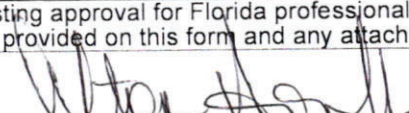


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N, 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Afton Horsley					
Business email address: ahorsley@osceola.org				Business phone number: 407-742-6408	
Job title: Administrator					
Employed by: Osceola County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Osceola County Tax Collector					
Your Title: Administrator				Employment Dates: 2/18/2015 - Current	
Employer:					
Your Title:				Employment Dates:	
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TCC501	Duties and Responsibilities of Florida Coll	30	TCC503	Collection and Distribution of Property	30
TCC502	Management of a Florida Tax Collectors	30	TCC504	The Collection of Licenses, Taxes and	30
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 12/2/2021	

The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team



Certifies that

Afton Horsley

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

February 22-26, 2021

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certificate of Completion

Afton Horsley

MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE

TCC 502, 30 Hours

September 13-16, 2021

Congratulations,

AFTON HORSLEY,

on completing

**TCCO 503 - COLLECTION AND DISTRIBUTION OF PROPERTY
TAXES AND SPECIAL ASSESSMENTS**

course on

Thursday, April 8, 2021

30.00 credit hours



The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team



Certifies that

Afton Horsley

has successfully completed

THE COLLECTION OF LICENSES, TAXES AND FEES

TCC 504, 30 Hours

June 7-10, 2021



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

Chapter 12D-19, F.A.C.

Name to Appear on Certificate:	Kamanie Jaglal		
Previous Name(s)(if applicable):			
Documentation Included:			
County: St. Lucie	Job Title: Operations Lead		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	3/1/21		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 11/9/16	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
HSMV - DL Training Series: Phase I	45	Attended Course
HSMV - DL Training Series: Phase II	45	Attended Course
Total Hours	180	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes:

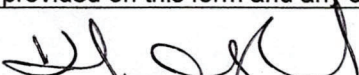


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Kamanie Jaglal					
Business email address: tax344@tcslc.com			Business phone number: 772-462-1650		
Job title: Operations Lead					
Employed by: St. Lucie County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: St. Lucie County Tax Collector					
Your Title: Operations Lead			Employment Dates: 11/9/2016 - Present		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TCC501	Duties and Responsibilities	30	TCC504	Collection of Licenses, Taxes and Fees	30
TCC502	Management	30		DL Phase I and Phase II	90
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 11/22/2021	

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certifies that

Kamanie Jaglal

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

February 22-26, 2021

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certifies that

Kamie Jaglal

has successfully completed

MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE

TCC 502, 30 Hours

September 18 - October 2, 2020

The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team



Certifies that

Kamie Jaglal

has successfully completed

THE COLLECTION OF LICENSES, TAXES AND FEES

TCC 504, 30 Hours

June 7-10, 2021

This certificate is awarded to

KAMANIE JAGLAL

for the successful completion of

DL Transformed: Phase I

by FLHSMV

45 Hours 0 Minutes

Date of Course Completion: 7/21/2017

This certificate is awarded to

KAMANIE JAGLAL

for the successful completion of

DL Transformed: Phase II

by FLHSMV

45 Hours 0 Minutes

Date of Course Completion: 8/25/2017



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

Chapter 12D-19, F.A.C.

Name to Appear on Certificate:	John C. Kelly, Jr.
Previous Name(s)(if applicable):	
Documentation Included:	
County: Lee	Job Title: Senior POC Specialist
Certification Requested:	Certified Florida Collector Assistant
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>
Certification Date:	10/1/21

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 7/3/17	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30	Attended Course
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
Total Hours	120	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes:



**Application for
Florida Professional Certification
Property Tax Oversight Certification and Training**

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): John C. Kelly, Jr.					
Business email address: johnk@leetc.com			Business phone number: 239-533-6049		
Job title: Senior POC Specialist					
Employed by: Lee County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification, list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement, provide your current employer and employment dates.					
Employer: Lee County Tax Collector					
Your Title: Senior POC Specialist			Employment Dates: 7/3/2017 to present		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TCC501	Duties & Resp. of a FL Tax Collector	30	TCC503	Collection & Distribution of Property Taxes	30
TCC502	Mgmt. of a FL Tax Collector's Office	30	TCC504	Collection of Licenses, Taxes, & Fees	30
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: John C. Kelly, Jr.				Date: 01/07/2022	

REC'D DEC 27 2021



**Application for Certified Florida Collector
or Certified Florida Collector Assistant**

DR-410
R. 03/08
Rule 12D-16.002
Florida Administrative Code
Eff. 11/12
TC

**Property Tax Oversight Program
Florida Department of Revenue**

Applications must have the signature of the Program Director,
Tax Collector (or designee) below.

R. Yvette Brannigan
Signature
Tax Collector
Title

Property Tax Oversight
Training Section
Post Office Box 3294
Tallahassee FL 32315-3294

\$25 fee must be enclosed for application to be processed
(Make checks payable to Florida Department of Revenue)

PRINT YOUR FULL NAME AS YOU WOULD LIKE IT TO APPEAR ON THE CERTIFICATE

Name Kelly, JR John C
(Last) (First) (Middle)
E-mail Address John.K@leetc.com
Business Phone Number 289-533-6000
Employed By Lee county Tax collector
Job Title POC Senior Specialist
Name of High School Cypress Lake High School Graduated? ☒ Yes ☐ No
Name of College NA Graduated? ☐ Yes ☐ No
Professional Organizations (in the collection field) None

List below all tax collection courses and enclose a copy of the certificate of completion

TCC 501, TCC 502, TCC 503, TCC 504

Professional Designations

Please list below your experience with The Florida Department of Revenue and/or Florida County Tax Collector Office

Name of Employer Lee County Tax Collector
Your Title Sr. Processing Operations Ctr. Specialist From 9/2016 To Present
Name of Employer _____
Your Title _____ From _____ To _____

I hereby certify the statements and documents contained herein are correct, and if qualified for the Certified Florida Collector/ Certified Florida Collector Assistant designation, I agree to subscribe to, and practice, the Certified Florida Collector/Certified Florida Collector Assistant code of ethics. I understand that the professional designation for which this application is made may not be used upon leaving employment with a Florida county property appraiser's office, tax collector's office, or the Florida Department of Revenue.

Signed: John C. Kelly Jr Date: 10/19/21

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certifies that

John Kelly

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

January 14-18, 2019

REC'D DEC 27 2021

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certificate of Completion

John Kelly

MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE

TCC 502, 30 Hours

September 13-16, 2021

REC'D DEC 27 2021

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certifies that

John Kelly

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

January 14-18, 2019

REC'D DEC 27 2021

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certificate of Completion

John Kelly

MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE

TCC 502, 30 Hours

September 13-16, 2021

REC'D DEC 27 2021

Congratulations,

JOHN KELLY,

on completing

**TCCO 503 - COLLECTION AND DISTRIBUTION OF PROPERTY
TAXES AND SPECIAL ASSESSMENTS**

course on

Wednesday, August 14, 2019

30.00 credit hours

REC'D DEC 27 2021



The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certifies that

John Kelly

has successfully completed

THE COLLECTION OF LICENSES, TAXES AND FEES

TCC 504, 30 Hours

July 6-29, 2020

REC'D DEC 27 2021



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

Chapter 12D-19, F.A.C.

Name to Appear on Certificate:	Antonia Lezama		
Previous Name(s)(if applicable):			
Documentation Included:			
County: St. Lucie	Job Title: Customer Service Representative		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	3/1/21		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 3/9/16	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
HSMV - DL Training Series: Phase I	40	Attended Course
HSMV - DL Training Series: Phase II	40	Attended Course
Total Hours	170	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes:



**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Antonia Lezama					
Business email address: tax147@tcscl.com				Business phone number: 772-462-1650	
Job title: CSR					
Employed by: St. Lucie County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation: <div style="display: flex; flex-wrap: wrap;"><div style="width: 33%;"><input type="checkbox"/> Certified Florida Appraiser</div><div style="width: 33%;"><input type="checkbox"/> Certified Florida Evaluator</div><div style="width: 33%;"><input type="checkbox"/> Certified Cadastralist of Florida</div><div style="width: 33%;"><input type="checkbox"/> Certified Florida Collector</div><div style="width: 33%;"><input checked="" type="checkbox"/> Certified Florida Collector Assistant</div></div>					
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: St. Lucie County Tax Collector					
Your Title: CSR				Employment Dates: 3/9/16 - Present	
Employer:					
Your Title:				Employment Dates:	
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TCC501	Duties & Responsibilities	30	TCC504	Collection of License, Taxes & Fees	30
TCC502	Management	30		Phase I and Phase II DL Training	80
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: Antonia Lezama <small>Digitally signed by Antonia Lezama DN: cn=Antonia Lezama, o, ou, email=tax147@tcscl.com, c=US Date: 2021.11.24 14:09:18 -05'00'</small>				Date: 11/24/2021	

The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team



Certifies that

Antonia Lezama

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

February 22-26, 2021

The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team



Certifies that

Antonia Lezama

has successfully completed

MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE

TCC 502, 30 Hours

September 18 - October 2, 2020

The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team



Certifies that

Antonia Lezama

has successfully completed

THE COLLECTION OF LICENSES, TAXES AND FEES

TCC 504, 30 Hours

June 7-10, 2021



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES

Certificate of Completion

Presented to

Antonia Lezama

*On behalf of the Department of Highway Safety and Motor Vehicles,
Division of Motorist Services, through the Learning and Development Office*

For the successful completion of 80 hours of

DL Transformed Phase Training

On this 3rd day of March 2017

DRIVER LICENSES • MOTOR VEHICLES • FIELD SUPPORT CENTER
MOTORIST SERVICES
"VOICES COMING TOGETHER"

Sonya Caldwell

Your Name, Instructor
Operations Review Specialist





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

Chapter 12D-19, F.A.C.

Name to Appear on Certificate:	Cynthia Mallard
Previous Name(s)(if applicable):	
Documentation Included:	
County: Hillsborough	Job Title: Supervisor
Certification Requested:	Certified Florida Collector Assistant
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>
Certification Date:	1/1/22

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 7/17/16	To: Present
From: 3/13/00	To: 7/16/16

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
HSMV - Vehicle Document Examiner Certification	15	Attended Course
HSMV - DL Transformed: Fraudulent Document Recognition	8	Attended Course
Total Hours	123	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes: The Vehicle Document Examiner Certification (VDEC) was on the Department of Revenue's approved course list in August of 2007 when Ms. Mallard completed the program.



**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Cynthia M. Mallard					
Business email address: mallardc@hillstax.org			Business phone number: 813-635-5210 ext 1969		
Job title: Supervisor					
Employed by: Hillsborough County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation: <div style="display: flex; justify-content: space-between; margin-top: 5px;"><div><input type="checkbox"/> Certified Florida Appraiser</div><div><input type="checkbox"/> Certified Florida Evaluator</div><div><input type="checkbox"/> Certified Cadastralist of Florida</div></div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"><div><input type="checkbox"/> Certified Florida Collector</div><div><input checked="" type="checkbox"/> Certified Florida Collector Assistant</div></div>					
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Hillsborough County Tax Collector					
Your Title: Supervisor			Employment Dates: 07/17/2016 - Present		
Employer: Hillsborough County Tax Collector					
Your Title: Customer Service Rep			Employment Dates: 03/13/2000 - 07/16/2016		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
	TCC501 (30 hrs) TCC502 (30 hrs)	60		TCC002	10
	TCC504	30		Vehicle Document Examiner Certification	15
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: Cynthia Mallard				Date: 01/06/2022	



Application for Certified Florida Collector or Certified Florida Collector Assistant

DR-410
R. 03/08
Rule 12D-16.002
Florida Administrative Code
Eff. 11/12
TC

Property Tax Oversight Program Florida Department of Revenue

Applications must have the signature of the Program Director,
Tax Collector (or designee) below.

Henry C. Miller
Signature

Hillsborough County Tax Collector

Title

REC'D DEC 27 2021

Property Tax Oversight
Training Section
Post Office Box 3294
Tallahassee FL 32315-3294

\$25 fee must be enclosed for application to be processed
(Make checks payable to Florida Department of Revenue)

PRINT YOUR FULL NAME AS YOU WOULD LIKE IT TO APPEAR ON THE CERTIFICATE

Name Mallard Cynthia M

E-mail Address mallard@hillstax.org (Last) (First) (Middle)

Business Phone Number (813) 635-5210 ext. 1969

Employed By Hillsborough County Tax Collector

Job Title Supervisor

Name of High School Chamberlin High School Graduated? ☒ Yes ☐ No

Name of College Hillsborough Community College Graduated? ☒ Yes ☐ No

Professional Organizations (in the collection field) _____

List below all tax collection courses and enclose a copy of the certificate of completion TCC501, TCC502, TCC504, TCC002

Vehicle Document Examiner Certification, DL Fraudulent Document Recognition

Professional Designations _____

Please list below your experience with The Florida Department of Revenue and/or Florida County Tax Collector Office

Name of Employer Hillsborough County Tax Collector

Your Title Supervisor From 07/17/2016 To Present

Name of Employer Hillsborough County Tax Collector

Your Title Customer Service Rep From 03/13/2000 To 07/16/2021

I hereby certify the statements and documents contained herein are correct, and if qualified for the Certified Florida Collector/ Certified Florida Collector Assistant designation, I agree to subscribe to, and practice, the Certified Florida Collector/Certified Florida Collector Assistant code of ethics. I understand that the professional designation for which this application is made may not be used upon leaving employment with a Florida county property appraiser's office, tax collector's office, or the Florida Department of Revenue.

Signed: *CM* Date: 12/06/2021

The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team



Certifies that

Cynthia Mallard

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

February 22-26, 2021



State of Florida
Department of Highway Safety
And Motor Vehicles
DIVISION OF MOTOR VEHICLES

15 hour

This is to certify that

Cynthia Mallard

has successfully completed

Vehicle Document Examiner Certification

This course was conducted by the Division of Motor Vehicles,
Department of Highway Safety and Motor Vehicles

Caroline B. Nixon/Linda Ryshawver
Instructors

August 15, 2007
Date

The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team



Certifies that

Cynthia Mallard

has successfully completed

THE COLLECTION OF LICENSES, TAXES AND FEES

TCC 504, 30 Hours

June 7-10, 2021

The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team



Certificate of Completion

Cynthia Mallard

MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE

TCC 502, 30 Hours

September 13-16, 2021

Congratulations,

Cynthia Mallard

on completing

**TCC 002 - EFFECTIVE DECISION-MAKING
IN THE WORKPLACE**

on

December 4, 2021
10 credit hours



Requestor: Cathy Fulbright
 Requesting Division/Bureau: Hillsborough, HR Specialist
 Date Report Requested: 05/04/2021
 Date Report was Drawn: 05/06/2021
 Report Drawn By: Robert Llanes
 Requirements: Full transcript

iLearn Transcript - Cynthia Mallard - K7029CMM				
Training Title	Transcript Complete Date	Transcript Status	Training Hours	Training Type
DL Issuance: Applicant Screening Questions	2/5/2021	Complete	0.07	Online Class
DL Issuance: Badge Transaction	2/8/2021	Complete	0.05	Online Class
DL Issuance: Capture Summary	2/5/2021	Complete	0.05	Online Class
DL Issuance: Cashier Checkout	2/5/2021	Complete	0.05	Online Class
DL Issuance: Cashiering	2/5/2021	Complete	0.12	Online Class
DL Issuance: CDL and CLP Exams and License Details	2/5/2021	Complete	0.08	Online Class
DL Issuance: Class E Exams and License Details	2/5/2021	Complete	0.07	Online Class
DL Issuance: Class E Learner's License	2/5/2021	Complete	0.17	Online Class
DL Issuance: Completing a Transaction	2/5/2021	Complete	0.07	Online Class
DL Issuance: Customer Inquiry	2/5/2021	Complete	0.05	Online Class
DL Issuance: Customer Summary	2/5/2021	Complete	0.12	Online Class
DL Issuance: Exam Only	2/5/2021	Complete	0.10	Online Class
DL Issuance: FDLE Letter	2/5/2021	Complete	0.07	Online Class
DL Issuance: Identification Documents and Capture Scan Documents	2/5/2021	Complete	0.05	Online Class
DL Issuance: Locate, Create, and Start a Transaction	2/5/2021	Complete	0.07	Online Class
DL Issuance: Personal Details, Temporary Address, and Emergency Contact Information	2/5/2021	Complete	0.08	Online Class
DL Issuance: Revenue Deposit	2/8/2021	Complete	0.05	Online Class
DL Issuance: Sanctions Clearance	2/8/2021	Complete	0.18	Online Class
DL Issuance: Submitting ID Document Exceptions	2/8/2021	Complete	0.05	Online Class
DL Issuance: Temporary Permits	2/5/2021	Complete	0.07	Online Class
DL Transformed: Fraudulent Document Recognition (FDR)	6/17/2014	Complete	8.00	Instructor-Led
Information and Cyber Security Awareness for External Entities - 2019	10/10/2018	Complete	0.75	Online Class
Information and Cyber Security Awareness for External Entities - 2020	2/19/2020	Complete	0.50	Online Class
Motorist Maintenance: Medical Queue for Field Users	2/8/2021	Complete	0.08	Online Class
Motorist Maintenance: Processing Level II ID Document Exceptions	2/8/2021	Complete	0.07	Online Class
Motorist Maintenance: Search and Navigation for Examiners and Agents	2/8/2021	Complete	0.23	Online Class
Motorist Maintenance: Search and Navigation for Field Managers	2/8/2021	Complete	0.42	Online Class



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

Chapter 12D-19, F.A.C.

Name to Appear on Certificate:	Janet Moore-Caso		
Previous Name(s)(if applicable):			
Documentation Included:			
County: St. Lucie	Job Title: Tax Specialist		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	2/1/20		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 1/9/17	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
HSMV - DL Training Series: Phase I	45	Attended Course
HSMV - DL Training Series: Phase II	45	Attended Course
Total Hours	180	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes:

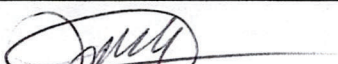


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Janet Moore-Caso					
Business email address: janet.moore@tcslc.com			Business phone number: 772-462-1650		
Job title: Operations Lead					
Employed by: St. Lucie County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: St. Lucie County Tax Collector					
Your Title: Tax Specialist			Employment Dates: 4/26/2017 - Present		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TCC501	Duties and Responsibilities	30	TCC504	Collection of Licenses, Taxes and Fees	30
TCC502	Management	30		DL Phase I and Phase II	90
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 11/22/2021	

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certifies that

Janet Moore-Caso

has successfully completed

MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE

TCC 502, 30 Hours

September 18 - October 2, 2020

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certifies that

Janet Moore-Caso

has successfully completed

THE COLLECTION OF LICENSES, TAXES AND FEES

TCC 504, 30 Hours

June 7-10, 2021

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certifies that

Janet Moore-Caso

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

January 27-31, 2020

This certificate is awarded to

JANET MOORE-CASO

for the successful completion of

DL Transformed: Phase I

by FLHSMV

45 Hours 0 Minutes

Date of Course Completion: 2/16/2018

This certificate is awarded to

JANET MOORE-CASO

for the successful completion of

DL Transformed: Phase II

by FLHSMV

45 Hours 0 Minutes

Date of Course Completion: 3/2/2018



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

Chapter 12D-19, F.A.C.

Name to Appear on Certificate:	Jeremy O'Dell		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Osceola	Job Title: Assistant Branch Administrator		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	11/1/21		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 11/3/14	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30	Attended Course
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
Total Hours	120	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes:



**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Jeremy O'Dell					
Business email address: jodell@osceola.org				Business phone number: 407-742-3883	
Job title: Assistant Branch Administrator					
Employed by: Osceola County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Osceola County Tax Collector					
Your Title: Assistant Branch Administrator				Employment Dates: 11/3/2014 - Current	
Employer:					
Your Title:				Employment Dates:	
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TCC501	Duties and Responsibilities of Florida Coll	30	TCC503	Collection and Distribution of Property	30
TCC502	Management of a Florida Tax Collectors	30	TCC504	The Collection of Licenses, Taxes and	30
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature:				Date: 12/02/2021	

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certifies that

Jeremy O'Dell

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

February 22-26, 2021

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certificate of Completion

Jeremy O'Dell

MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE

TCC 502, 30 Hours

September 13-16, 2021

Congratulations,
Jeremy O'Dell

on completing

**TCC 503 - COLLECTION AND
DISTRIBUTION OF PROPERTY TAXES AND
SPECIAL ASSESSMENTS**

on

October 27, 2021
30 credit hours



The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team



Certifies that

Jeremy O'Dell

has successfully completed

THE COLLECTION OF LICENSES, TAXES AND FEES

TCC 504, 30 Hours

June 7-10, 2021



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

Chapter 12D-19, F.A.C.

Name to Appear on Certificate:	Dean Olliff		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Osceola	Job Title: Customer Service Director		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	10/1/21		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 8/10/15	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30	Attended Course
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
Total Hours	120	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes:

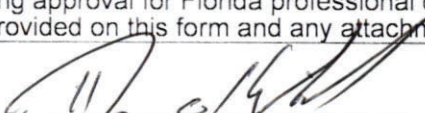


Application for
Florida Professional Certification
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Dean Olliff					
Business email address: dolliff@osceola.org			Business phone number: 407-742-3850		
Job title: Customer Service Director					
Employed by: Osceola County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Osceola County Tax Collector					
Your Title: Director			Employment Dates: 8/10/2015 - Current		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TCC501	Duties and Responsibilities of Florida Coll	30	TCC503	Collection and Distribution of Property	30
TCC502	Management of a Florida Tax Collectors	30	TCC504	The Collection of Licenses, Taxes and	30
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 12/2/21	

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certifies that

Dean Olliff

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

February 22-26, 2021

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certificate of Completion

Dean Olliff

MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE

TCC 502, 30 Hours

September 13-16, 2021

Congratulations,

DEAN OLLIFF,

on completing

**TCCO 503 - COLLECTION AND DISTRIBUTION OF PROPERTY
TAXES AND SPECIAL ASSESSMENTS**

course on

Tuesday, April 13, 2021

30.00 credit hours



The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team



Certifies that

Dean Olliff

has successfully completed

THE COLLECTION OF LICENSES, TAXES AND FEES

TCC 504, 30 Hours

June 7-10, 2021



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

Chapter 12D-19, F.A.C.

Name to Appear on Certificate:	Kristina Palacios
Previous Name(s)(if applicable):	
Documentation Included:	
County: Flagler	Job Title: Taxpayer Motorist Services Specialist
Certification Requested:	Certified Florida Collector Assistant
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>
Certification Date:	11/1/21

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 10/31/19	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
HSMV - DL Training Series: Phase I	45	Attended Course
HSMV - DL Training Series: Phase II	45	Attended Course
TCC 503.01 - Current Ad Valorem Taxes	4	Attended Course
TCC 503.02 - Tangible Personal Property	4	Attended Course
Total Hours	128	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes:

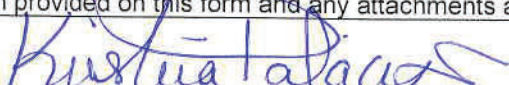


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Kristina Palacios					
Business email address: RNescio@FlaglerTax.com			Business phone number: 386-313-4160		
Job title: Taxpayer Motorist Svcs Specialist					
Employed by: Flagler County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Flagler County Tax Collector					
Your Title: Taxpayer Motorist Svcs Specialist			Employment Dates: 10/31/2019 to present		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
	TCC 501 Duties & Responsibilities for Flor	30		DL Transformed Phase I Tax Collectors E	45
	DL Transformed II	45		See Attached for additional classes	
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 12/03/2021	

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certifies that

Kristina Palacios

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

February 22-26, 2021

This certificate is awarded to

KRISTINA PALACIOS

for the successful completion of

DL Transformed Phase I "Tax Collector's Edition"

by FLHSMV

45 Hours 0 Minutes

Date of Course Completion: 1/17/2020

This certificate is awarded to

KRISTINA PALACIOS

for the successful completion of

DL Transformed: Phase II

by FLHSMV

45 Hours 0 Minutes

Date of Course Completion: 2/14/2020

Congratulations,

KRISTINA PALACIOS,

on completing

TCC 503.01 - COLLECTION OF CURRENT AD VALOREM TAXES

course on

Thursday, June 24, 2021

4.00 credit hours



Congratulations,

KRISTINA PALACIOS,

on completing

**TCC 503.02 - COLLECTION & ENFORCEMENT OF TANGIBLE
PERSONAL PROPERTY**

course on

Thursday, June 24, 2021

4.00 credit hours

Transcript Report

Name: KRISTINA PALACIOS
Division/County: Tax Collector - FLAGLER
Job Title: TC-AGENT
Date Criteria Type: Date training is added to users' transcript
Start Date:
End Date:
Training Type: Cohort, Curriculum, Event, External Training, Library, Material, Online Class, Posting, Quick Course, Session, Test, Online Content
Training Title:
Subject(s):
Archived Training Include: Yes
Completed Training Only: Yes, Show only most recent instance of completion
Report Generated By: CORDELLA DOTSON
Report Date: 12/2/2021

TITLE	TYPE	REGISTERED	START DATE	END DATE	DUE DATE	TRAINING HOURS	CREDIT	SCORE	STATUS	COMPLETION DATE	DURATION
Information and Cyber Security Awareness for External Entities - 2021	Online Class	9/13/2021	N/A	N/A	12/12/2021	0.5	0	100	Completed	9/23/2021	0.5
ORION Hands-On Training	Session	5/26/2021	5/25/2021	5/25/2021	N/A	4.5	0	0	Completed	5/25/2021	
ORION Hands-On Training	Event	N/A	N/A	N/A	N/A	0	0		Completed	5/25/2021	
ORION: Virtual Hands-on Train-the-Trainer	Online Class	2/15/2021	N/A	N/A	2/28/2021	2.67	0	0	Completed	2/15/2021	2.5
DL Issuance Hands-on Practice: FR1 and FR8 Clearance Transaction	Online Class	2/15/2021	N/A	N/A	2/15/2021	0	0	98	Completed	2/15/2021	
DL Issuance Hands-on Practice: FR1 and FR7 Clearance Transaction	Online Class	2/15/2021	N/A	N/A	2/15/2021	0	0	100	Completed	2/15/2021	
ORION Training for TC Agents	Curriculum	2/3/2021	N/A	N/A	2/28/2021	1.87	0		Completed	2/15/2021	
DL Issuance: Sanctions Clearance	Online Class	2/3/2021	N/A	N/A	N/A	0.18	0	0	Completed	2/15/2021	0.18
DL Issuance: Submitting ID Document Exceptions	Online Class	2/3/2021	N/A	N/A	N/A	0.05	0	0	Completed	2/15/2021	0.05
Legacy to Federal Restriction Codes	OMM	2/3/2021	N/A	N/A	N/A	0	0		Completed	2/15/2021	
Motorist Maintenance: Seized Tag	OMM	2/3/2021	N/A	N/A	N/A	0	0		Completed	2/15/2021	
DL Issuance: CDL and CLP Exams and License Details	Online Class	2/3/2021	N/A	N/A	N/A	0.08	0	0	Completed	2/15/2021	0.08
DL Issuance: Capture Summary	Online Class	2/3/2021	N/A	N/A	N/A	0.05	0	0	Completed	2/15/2021	0.1
DL Issuance: Identification Documents and Capture Scan Documents	Online Class	2/3/2021	N/A	N/A	N/A	0.05	0	0	Completed	2/15/2021	0.05
DL Issuance: Personal Details, Temporary Address, and Emergency Contact Information	Online Class	2/3/2021	N/A	N/A	N/A	0.08	0	0	Completed	2/15/2021	0.08
DL Issuance: FDLE Letter	Online Class	2/3/2021	N/A	N/A	N/A	0.07	0	0	Completed	2/15/2021	0.06
DL Issuance: Cashier Checkout	Online Class	2/3/2021	N/A	N/A	N/A	0.05	0	0	Completed	2/15/2021	0.05
Motorist Maintenance: Medical Queue for Field Users	Online Class	2/3/2021	N/A	N/A	N/A	0.08	0	0	Completed	2/15/2021	0.08
Motorist Maintenance: Search and Navigation for Examiners and Agents	Online Class	2/3/2021	N/A	N/A	N/A	0.23	0	0	Completed	2/15/2021	0.23

DL Issuance: Badge Transaction	Online Class	2/3/2021	N/A	N/A	N/A	0.05	0	0	Completed	2/15/2021	0.05
Motorist Maintenance: Bulk Transcript	OMM	2/3/2021	N/A	N/A	N/A	0	0	0	Completed	2/15/2021	
DL Issuance: Customer Inquiry	Online Class	2/3/2021	N/A	N/A	N/A	0.05	0	0	Completed	2/15/2021	0.05
DL Issuance: Cashiering	Online Class	2/3/2021	N/A	N/A	N/A	0.12	0	0	Completed	2/15/2021	0.11
DL Issuance: Locate, Create, and Start a Transaction	Online Class	2/3/2021	N/A	N/A	N/A	0.07	0	0	Completed	2/15/2021	0.06
DL Issuance: Third-Party Cashiering	OMM	2/3/2021	N/A	N/A	N/A	0	0	0	Completed	2/15/2021	
DL Issuance: Transaction Inquiry	OMM	2/3/2021	N/A	N/A	N/A	0	0	0	Completed	2/15/2021	
DL Issuance: Temporary Permits	Online Class	2/3/2021	N/A	N/A	N/A	0.07	0	0	Completed	2/15/2021	0.06
DL Issuance: Home Screen Overview	OMM	2/3/2021	N/A	N/A	N/A	0	0	0	Completed	2/15/2021	
DL Issuance: Exam Only	Online Class	2/3/2021	N/A	N/A	N/A	0.1	0	0	Completed	2/15/2021	0.11
DL Issuance: Class E Exams and License Details	Online Class	2/3/2021	N/A	N/A	N/A	0.07	0	0	Completed	2/15/2021	0.06
DL Issuance: Class E Learner's License	Online Class	2/3/2021	N/A	N/A	N/A	0.17	0	0	Completed	2/15/2021	0.16
DL Issuance: Customer Summary	Online Class	2/3/2021	N/A	N/A	N/A	0.12	0	0	Completed	2/15/2021	0.11
DL Issuance: Completing a Transaction	Online Class	2/3/2021	N/A	N/A	N/A	0.07	0	0	Completed	2/15/2021	0.06
DL Issuance: Applicant Screening Questions	Online Class	2/3/2021	N/A	N/A	N/A	0.07	0	0	Completed	2/15/2021	0.06
Getting Started with ORION	Online Class	2/3/2021	N/A	N/A	2/26/2021	0.07	0	0	Completed	2/15/2021	0.06
Phase I ORION: An Introduction	Online Class	2/3/2021	N/A	N/A	2/26/2021	0.08	0	0	Completed	2/15/2021	0.08
TC: Financial Responsibility	Online Class	3/25/2020	N/A	N/A	N/A	1	0	100	Completed	3/25/2020	1
Heavy Vehicle Use Tax (HVUT) - 2019	Online Class	3/24/2020	N/A	N/A	N/A	1	0	80	Completed	3/25/2020	1
Card Print Solution - Printer Maintenance	Online Class	3/24/2020	N/A	N/A	N/A	0.25	0	0	Completed	3/25/2020	0.25
AAMVA FDR 2019: Vehicle Identification Documents	Online Class	3/19/2020	N/A	N/A	4/30/2020	1	0	80	Completed	3/24/2020	1
AAMVA FDR 2019 (General Members)	Curriculum	3/19/2020	N/A	N/A	4/30/2020	10	0	0	Completed	3/24/2020	
AAMVA FDR 2019: Canadian Travel, Citizenship, and Immigration Docs	Online Class	3/19/2020	N/A	N/A	N/A	1	0	80	Completed	3/20/2020	1
AAMVA FDR 2019: Travel Documents	Online Class	3/19/2020	N/A	N/A	N/A	0.5	0	60	Completed	3/24/2020	0.5
AAMVA FDR 2019: People and Actions	Online Class	3/19/2020	N/A	N/A	N/A	1	0	80	Completed	3/20/2020	1
AAMVA FDR 2019: Update Only Module	Online Class	3/19/2020	N/A	N/A	N/A	0.25	0	0	Completed	3/24/2020	0.25
AAMVA FDR 2019: Introduction to Covert Features	Online Class	3/19/2020	N/A	N/A	N/A	0.25	0	50	Completed	3/20/2020	0.25
AAMVA FDR 2019: High Quality Counterfeits Level 2	Online Class	3/19/2020	N/A	N/A	N/A	0.75	0	0	Completed	3/20/2020	0.75
AAMVA FDR 2019: Counterfeits and Alterations	Online Class	3/19/2020	N/A	N/A	N/A	0.75	0	70	Completed	3/20/2020	0.75
AAMVA FDR 2019: Driver Licenses and ID Cards	Online Class	3/19/2020	N/A	N/A	N/A	0.75	0	80	Completed	3/20/2020	0.75
AAMVA FDR 2019: Internal Fraud for Staff	Online Class	3/19/2020	N/A	N/A	N/A	0.75	0	100	Completed	3/20/2020	0.75
AAMVA FDR 2019: Birth Certificates	Online Class	3/19/2020	N/A	N/A	N/A	0.5	0	70	Completed	3/20/2020	0.5
AAMVA FDR 2019: High Quality Counterfeits Level 1	Online Class	3/19/2020	N/A	N/A	N/A	0.5	0	0	Completed	3/20/2020	0.5
AAMVA FDR 2019: Introduction to Fraud	Online Class	3/19/2020	N/A	N/A	N/A	1	0	90	Completed	3/20/2020	1
AAMVA FDR 2019: Social Security Cards	Online Class	3/19/2020	N/A	N/A	N/A	0.5	0	60	Completed	3/24/2020	0.5
AAMVA FDR 2019: US Immigration Documents	Online Class	3/19/2020	N/A	N/A	N/A	0.5	0	60	Completed	3/24/2020	0.5
AAMVA FDR 2019 Level 1 Job Aid	Study Guides	3/19/2020	N/A	N/A	N/A	0	0	0	Registered	N/A	
AAMVA FDR 2019: Security Features	Online Class	3/19/2020	N/A	N/A	N/A	1	0	70	Completed	3/24/2020	1
AAMVA FDR 2019 Level 2 Job Aid	Study Guides	3/19/2020	N/A	N/A	N/A	0	0	0	Registered	N/A	

AAMVA CDL 2015 for Re-certification in 2020	Curriculum	3/19/2020	N/A	N/A	4/30/2020	5	0		Completed	3/25/2020	
AAMVA CDL 2015 for 2020 Recertification: Module 4 - CKE End-of-Course Exam	Online Class	3/25/2020	N/A	N/A	N/A	0.25	0	84	Completed	3/25/2020	0.25
AAMVA CDL 2015 for 2020 Recertification: Module 2 - Overview of the CDL Tests	Online Class	3/24/2020	N/A	N/A	N/A	0.75	0	100	Completed	3/25/2020	0.75
AAMVA CDL 2015 for 2020 Recertification: Module 3 - CDL Knowledge Tests	Online Class	3/25/2020	N/A	N/A	N/A	0.75	0	80	Completed	3/25/2020	0.75
AAMVA CDL 2015 for 2020 Recertification: Module 5 - CKE Course Completion	Online Class	3/25/2020	N/A	N/A	N/A	0.25	0		Completed	3/25/2020	0.25
AAMVA CDL 2015 for 2020 Recertification: Orientation	Online Class	3/19/2020	N/A	N/A	N/A	0.5	0		Completed	3/24/2020	0.5
AAMVA CDL 2015 for 2020 Recertification: Module 1 - Introduction to CDL Licensing	Online Class	3/24/2020	N/A	N/A	N/A	2.5	0	100	Completed	3/24/2020	2.5
AAMVA CDL 2015 for 2020 Recertification: Orientation	Online Class	3/19/2020	N/A	N/A	N/A	0.5	0		Completed	3/24/2020	0.5
AAMVA CDL	Curriculum	3/6/2020	N/A	N/A	N/A	5.5	0		Completed	3/9/2020	
AAMVA CDL 2015: Module 4 - CKE End-of-Course Exam	Online Class	3/9/2020	N/A	N/A	N/A	0.75	0	80	Completed	3/9/2020	0.75
AAMVA CDL 2015: Module 2 - Overview of the CDL Tests	Online Class	3/6/2020	N/A	N/A	N/A	0.75	0	100	Completed	3/9/2020	0.75
AAMVA CDL 2015: Module 5 - CKE Course Completion	Online Class	3/9/2020	N/A	N/A	N/A	0.25	0		Completed	3/9/2020	0.25
AAMVA CDL 2015: Module 3 - CDL Knowledge Tests	Online Class	3/9/2020	N/A	N/A	N/A	0.75	0	100	Completed	3/9/2020	0.75
AAMVA CDL 2015: Orientation	Online Class	3/6/2020	N/A	N/A	N/A	0.5	0		Completed	3/6/2020	0.5
AAMVA CDL 2015: Module 1 - Introduction to CDL Licensing	Online Class	3/6/2020	N/A	N/A	N/A	2.5	0	100	Completed	3/6/2020	2.5
Information and Cyber Security Awareness for External Entities - 2020	Online Class	1/30/2020	N/A	N/A	4/29/2020	0.5	0	0	Completed	3/6/2020	0.5
DL Transformed: Phase II	Session	1/6/2020	2/10/2020	2/14/2020	N/A	40	0	96	Completed	2/14/2020	
DL Transformed: Phase II	Event	N/A	N/A	N/A	N/A	40	0		Completed	2/14/2020	
DL Transformed Phase I "Tax Collector's Edition"	Event	N/A	N/A	N/A	N/A	38	0		Completed	1/17/2020	
DL Transformed Phase I "Tax Collector's Edition"	Session	1/6/2020	1/13/2020	1/17/2020	N/A	40	0	0	Completed	1/17/2020	
						192.43	0				



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

Chapter 12D-19, F.A.C.

Name to Appear on Certificate:	Doug Peat
Previous Name(s)(if applicable):	
Documentation Included:	
County: Charlotte	Job Title: Director of IT
Certification Requested:	Certified Florida Collector Assistant
Initial: <input type="checkbox"/>	Reinstatement: <input checked="" type="checkbox"/>
Certification Date:	2/1/22

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 1/24/22	To: Present
From: 10/23/06	To: 5/22/20

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
PTO-0021B	15	Attended Course
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30	Attended Course
PTO-001A	15	Attended Course
Total Hours	120	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes:

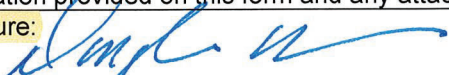


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input checked="" type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Doug Peat					
Business email address: Doug.Peat@charlottecountyfl.gov				Business phone number: 941-833-5490	
Job title: Director of IT					
Employed by: Charlotte County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Charlotte County Tax Collector					
Your Title: Director of IT				Employment Dates: 01/24/22 to current	
Employer: Pinellas County Tax Collector					
Your Title:				Employment Dates: Oct 2006	
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
501	TCC 501		502	TCC 502	
503A	TCC 503A		PTA	PTA-001A & PTA-001B	
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 1/24/22	



Executive Director
Lisa Echeverri

October 2, 2008

Douglas Peat
Office of the Pinellas County Tax Collector
315 Court Street, 3rd Floor
Clearwater, Florida 33756

Dear Douglas:

Congratulations! The Certified Florida Collector Admissions Committee met via email on September 30, 2008 and reviewed your application. The Committee is pleased to inform you that upon examination of your qualifications you are to be awarded the Certified Florida Collector Assistant designation. You are now responsible for maintaining this designation. Certified Florida Collector Assistants are required to submit a recertification dues payment of \$5.00 every year. Failure to complete this requirement will result in certification revocation.

I have enclosed your Certified Florida Collector Assistant designation certificate and membership card. Your designation pin is forthcoming. Your certification date is September 1, 2008.

Your participation in the Certified Florida Collector Assistant professional designation program is appreciated. If you have any questions, please contact me at 727/538-7312.

Sincerely,

Meghan Miller, Secretary
Certified Florida Collector
Admissions Committee

/mdm



**The State of Florida
Department of Revenue**

certifies that

Douglas Peat
is a

Certified Florida Collector Assistant

with certification requirements met
through December 31, 2008.

Lisa Echeverri
Executive Director

James McAdams, Chairman
Admissions & Certifications Committee

NESS CARDS

Child Support Enforcement – Ann Coffin, Director • General Tax Administration – Jim Evers, Director
Property Tax Oversight – James McAdams, Director • Administrative Services – Nancy Kelley, Director
Information Services – Tony Powell, Director

www.myflorida.com/dor
Tallahassee, Florida 32399-0100

***The Department of Revenue
of the State of Florida***

certifies that

Douglas Allen Peat

*has fulfilled the requirements for designation as a
Certified Florida Collector Assistant
and has been recommended by*

***The Admissions and Certifications Committee
for Certified Florida Collectors
and Certified Florida Collector Assistants***

*and is, therefore, on this day,
the first of September, 2008,
declared to be a*

Certified Florida Collector Assistant

*with all the rights, benefits, and privileges
of this certification.*



Lisa Echeverri
Executive Director



James McAdams
Chairman,
Admissions and Certifications Committee



Application for Certified Florida Collector
or Certified Florida Collector Assistant

CK#618
\$25⁰⁰

DR-410
R. 03/08

Property Tax Oversight Program
Florida Department of Revenue

Applications must have the signature of the Program Director,
Tax Collector (or designee) below.

Diane Nelson

Signature

Diane Nelson, CFC
Pinellas County Tax Collector

Title

RECEIVED

SEP 16 2008

DEPT. OF REV.
PROPERTY TAX OVERSIGHT

James McAdams
Chairman
Admissions Committee

Property Tax Oversight
Training Section
Post Office Box 3294
Tallahassee FL 32315-3294

\$25 fee must be enclosed for application to be processed

(Make checks payable to Florida Department of Revenue)

PRINT YOUR FULL NAME AS YOU WOULD LIKE IT TO APPEAR ON THE CERTIFICATE

Name PEAT DOUGLAS ALLEN

(Last)

(First)

(Middle)

E-mail Address dpeat@taxcollect.com

Business Phone Number 727-464-5494

Employed By Pinellas County tax collector

Job Title Deputy of Information Technology

Name of High School Plainwell H.S. Graduated? ☒ Yes ☐ No

Name of College Western Michigan University Graduated? ☒ Yes ☐ No

Professional Organizations (in the collection field) _____

List below all tax collection courses and **enclose a copy of the certificate of completion** _____

TCC501, TCC502, TCC503A, PTA-001A, PTA-001B

Professional Designations _____

Please list below your experience with The Florida Department of Revenue and/or Florida County Tax Collector Office

Name of Employer Monroe County tax collector

Your Title Director of Operations From July 2005 To Oct 2006

Name of Employer Pinellas County tax collector

Your Title Deputy of Info Tech. From Oct 2006 To current

I hereby certify the statements and documents contained herein are correct, and if qualified for the Certified Florida Collector/ Certified Florida Collector Assistant designation. I agree to subscribe to, and practice, the Certified Florida Collector/Certified Florida Collector Assistant code of ethics. I understand that the professional designation for which this application is made may not be used upon leaving employment with a Florida county property appraiser's office, tax collector's office, or the Florida Department of Revenue.

Signed: [Signature]

Date: 9/5/08

Pathlore Learning Management System

Person Transcript Training

09/10/2008

Name: PEAT, DOUG

Class Title: Program: PEX

Email Address: dpeat@taxcollect.com

Supervisor:

Class Name	End Date	Reg Stat	CEW Hours
Fundamentals of Real Property Appraisal - Section A	05/07/2004	F	0.00
THE COLLECTION & DISTRIBUTION OF PROPERTY TAXES	02/04/2005	F	
MANAGEMENT	02/03/2006	F	
BASIC TAX CERTIFICATES AND TAX DEEDS	03/17/2008	F	
ADVANCED TAX CERTIFICATES AND TAX DEEDS	05/23/2008	F	
DUTIES & RESPONSIBILITES OF FLORIDA TAX COLLECTORS	08/22/2008	F	



*The Department of Revenue
of the State of Florida*

certifies that

Doug Peat

has successfully completed

"Duties & Responsibilities Of Florida Tax Collectors"

Course TCC 501, 30 Contact Hours

Friday, August 22, 2008

Lisa Echeverri

*Lisa Echeverri
Executive Director*

James McAdams

*James McAdams
Chairman
Admissions and Certifications Committee
for Certified Florida Collectors
and Certified Florida Collector Assistants*



*The Department of Revenue
of the State of Florida*

certifies that

Doug Peat

has successfully completed

"Basic Tax Certificates & Tax Deeds"

Course PTO-0021B, 15 Contact Hours

March 17, 2008

Lisa Echeverri

*Lisa Echeverri
Executive Director*

James McAdams

*James McAdams
Chairman
Admissions and Certifications Committee
for Certified Florida Collectors
and Certified Florida Collector Assistants*



*The Department of Revenue
of the State of Florida*

certifies that

Doug Peat

has successfully completed

"Advanced Tax Certificates & Tax Deeds"

Course PTO-001A, 15 Contact Hours

May 23, 2008

A handwritten signature in blue ink, reading "Lisa Echeverri", written over a horizontal line.

Lisa Echeverri
Executive Director

A handwritten signature in black ink, reading "James McAdams", written over a horizontal line.

James McAdams
Chairman
Admissions and Certifications Committee
for Certified Florida Collectors
and Certified Florida Collector Assistants



September 16, 2008

Douglas Peat
Office of the Pinellas County Tax Collector
315 Court Street, 3rd Floor
Clearwater, Florida 33756

Dear Douglas:

Thank you for your application for the Certified Florida Collector Assistant designation.

The Admissions/Certification Committee will review your application at the next meeting for which you qualify. Upon review by the members, we will advise you of the decision.

Your interest in the Certified Florida Collector Assistant professional designation program is appreciated. If you have any questions, please contact me at 727/538-7312.

Sincerely,

Meghan Miller
Training & Research Consultant
Property Tax Oversight

/mdm

Child Support Enforcement - Ann Coffin, Director • General Tax Administration - Jim Evers, Director
Property Tax Oversight - James McAdams, Director • Administrative Services - Nancy Kelley, Director
Information Services - Tony Powell, Director

www.myflorida.com/dor
Tallahassee Florida 32399-0100



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

Chapter 12D-19, F.A.C.

Name to Appear on Certificate:	Donna Rivera
Previous Name(s)(if applicable):	
Documentation Included:	
County: Osceola	Job Title: Assistant Branch Administrator
Certification Requested:	Certified Florida Collector Assistant
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>
Certification Date:	10/1/21

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 3/10/03	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30	Attended Course
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
Total Hours	120	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes:




**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Donna Rivera					
Business email address: drivera@osceola.org			Business phone number: 407-742-3914		
Job title: Assistant Branch Administrator					
Employed by: Osceola County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Osceola County Tax Collector					
Your Title: Assistant Branch Administrator			Employment Dates: 3/10/2003 - Current		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TCC501	Duties and Responsibilities of Florida Coll	30	TCC503	Collection and Distribution of Property	30
TCC502	Management of a Florida Tax Collectors	30	TCC504	The Collection of Licenses, Taxes and	30
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 12.2.21	

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certifies that

Donna Rivera

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

February 22-26, 2021

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certificate of Completion

Donna Rivera

MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE

TCC 502, 30 Hours

September 13-16, 2021

Congratulations,

DONNA RIVERA,

on completing

**TCCO 503 - COLLECTION AND DISTRIBUTION OF PROPERTY
TAXES AND SPECIAL ASSESSMENTS**

course on

Wednesday, April 21, 2021

30.00 credit hours



The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team



Certifies that

Donna Rivera

has successfully completed

THE COLLECTION OF LICENSES, TAXES AND FEES

TCC 504, 30 Hours

June 7-10, 2021



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

Chapter 12D-19, F.A.C.

Name to Appear on Certificate:	Joy Roberts
Previous Name(s)(if applicable):	Cronk
Documentation Included:	
County: St. Lucie	Job Title: Quality Assurance/Trainer
Certification Requested:	Certified Florida Collector Assistant
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>
Certification Date:	3/1/21

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 1/9/17	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
HSMV - DL Training Series: Phase I	45	Attended Course
HSMV - DL Training Series: Phase II	45	Attended Course
Total Hours	180	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes:



**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Joy Roberts					
Business email address: joy.cronk@tcslc.com			Business phone number: 772-337-5769		
Job title: Quality Assurance/Trainer					
Employed by: St. Lucie County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: St. Lucie County Tax Collector					
Your Title: Quality Assurance and Trainer			Employment Dates: 01/09/2017 - Present		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TCC501	Duties and Responsibilities	30	TCC504	Collection of Licenses, Taxes and Fees	30
TCC502	Management	30		DL Phase I and Phase II	90
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 11/22/2021	

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certifies that

Joy Cronk

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

February 22-26, 2021

The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team



Certifies that

Joy Cronk

has successfully completed

MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE

TCC 502, 30 Hours

September 18 - October 2, 2020

The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team



Certifies that

Joy Cronk

has successfully completed

THE COLLECTION OF LICENSES, TAXES AND FEES

TCC 504, 30 Hours

July 6-29, 2020

This certificate is awarded to

JOY CRONK

for the successful completion of

DL Transformed: Phase I

by FLHSMV

45 Hours 0 Minutes

Date of Course Completion: 7/21/2017

This certificate is awarded to

JOY CRONK

for the successful completion of

DL Transformed: Phase II

by FLHSMV

45 Hours 0 Minutes

Date of Course Completion: 8/25/2017



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

Chapter 12D-19, F.A.C.

Name to Appear on Certificate:	Caroline E. Skinner		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Volusia	Job Title: Customer Service Administrator		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	2/1/22		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 1/5/21	To: Present
From: 1/6/20	To: 1/4/21

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30	Attended Course
TCC 503.03 - Non-Ad Valorem Assessments	30	Attended Course
TCC 001 - Bankruptcy	15	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
Total Hours	120	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes:



Application for Florida Professional Certification Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Caroline E. Skinner					
Business email address: cskinner@vctaxcollector.org				Business phone number: 386-943-7038	
Job title: Customer Service Administrator					
Employed by: Office of Will Roberts - Volusia County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Office of Will Roberts - Volusia County Tax Collector					
Your Title: Customer Service Administrator				Employment Dates: 1/5/2021 to present	
Employer: Volusia County Revenue Department					
Your Title: Tax Manager				Employment Dates: 1/6/2020 to 1/4/2021	
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TCC001	TCC002,TCC003 Bkc,Decision Making,C	30	TCC501	Duties & Responsibilities Tax Collectors	30
TCC503	Property Taxes & Special Assessments	30	TCC504	Collection-Taxes, Licenses and Fees	30
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature:				Date: 11/31/2022	



Application for Certified Florida Collector or Certified Florida Collector Assistant

DR-410
R. 03/08
Rule 12D-16.002
Florida Administrative Code
Eff. 11/12
TC

Property Tax Oversight Program Florida Department of Revenue

Applications must have the signature of the Program Director,
Tax Collector (or designee) below.

Signature

Brian Rothwell, Chief Deputy Tax Collector

Title

Property Tax Oversight
Training Section
Post Office Box 3294
Tallahassee FL 32315-3294

\$25 fee must be enclosed for application to be processed
(Make checks payable to Florida Department of Revenue)

PRINT YOUR FULL NAME AS YOU WOULD LIKE IT TO APPEAR ON THE CERTIFICATE

Name Skinner Caroline E

E-mail Address cskinner@vctaxcollector.org (Last) (First) (Middle)

Business Phone Number 386.943.7038

Employed By Will Roberts - Tax Collector Serving Volusia County

Job Title

Name of High School Spruce Creek High School Graduated? ☒ Yes ☐ No

Name of College Daytona State - Bachelors /Stetson University - Masters Graduated? ☒ Yes ☐ No

Professional Organizations (in the collection field)

List below all tax collection courses and **enclose a copy of the certificate of completion**
TCC 001, TCC 002, TCC003, TCC 501, TCC 503, TCC 504

Professional Designations

Please list below your experience with The Florida Department of Revenue and/or Florida County Tax Collector Office

Name of Employer Office of Will Roberts - Tax Collector serving Volusia County

Your Title Customer Service Administrator From 1/5/2021 To Present

Name of Employer Volusia County Department of Revenue

Your Title Tax Manager From 1/6/2020 To 1/4/2021

I hereby certify the statements and documents contained herein are correct, and if qualified for the Certified Florida Collector/ Certified Florida Collector Assistant designation, I agree to subscribe to, and practice, the Certified Florida Collector/Certified Florida Collector Assistant code of ethics. I understand that the professional designation for which this application is made may not be used upon leaving employment with a Florida county property appraiser's office, tax collector's office, or the Florida Department of Revenue.

Signed: Date: 1/6/2022

Congratulations,

CAROLINE SKINNER,

on completing

TCC 001 - BANKRUPTCY COURSE

course on

Thursday, July 16, 2020

15.00 credit hours



NOTIFICATION TO RECIPIENTS: The subject line of this email may indicate that this email has been sent unsecure. This is a default setting which in no way indicates that this communication is unsafe, but rather that the email has been sent unencrypted in clear text form. Revenue does provide secure email exchange. Please contact us if you need to exchange confidential information electronically.

If you have received this email in error, please notify us immediately by return email. If you receive a Florida Department of Revenue communication that contains personal or confidential information, and you are not the intended recipient, you are prohibited from using the information in any way. All record of any such communication (electronic or otherwise) should be destroyed in its entirety.

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Internet email is not secure and may be viewed by someone other than the person you send it to. Please do not include your social security number, federal employer identification number, or other sensitive information in an email to us.

✓

Congratulations,

CAROLINE SKINNER,

on completing

TCC 002 - EFFECTIVE DECISION MAKING

course on

Wednesday, July 29, 2020

10.00 credit hours



✓

4

Congratulations,

CAROLINE SKINNER,

on completing

TCC 003 - CUSTOMER SERVICE COURSE

course on

Tuesday, July 28, 2020

5.00 credit hours

✕

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certifies that

Caroline Skinner

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

February 22-26, 2021

✓

Congratulations,

CAROLINE SKINNER,

on completing

**TCCO 503 - COLLECTION AND DISTRIBUTION OF PROPERTY
TAXES AND SPECIAL ASSESSMENTS**

course on

Tuesday, July 28, 2020

30.00 credit hours



The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certifies that

Caroline Skinner

has successfully completed

THE COLLECTION OF LICENSES, TAXES AND FEES

TCC 504, 30 Hours

June 7-10, 2021



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

Chapter 12D-19, F.A.C.

Name to Appear on Certificate:	Eugenie Termilus
Previous Name(s)(if applicable):	
Documentation Included:	
County: St. Lucie	Job Title: Dealer Specialist
Certification Requested:	Certified Florida Collector Assistant
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>
Certification Date:	1/1/22

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 4/5/06	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30	Attended Course
HSMV - DL Training Series: Phase I	40	Attended Course
HSMV - DL Training Series: Phase II	40	Attended Course
Total Hours	140	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes:

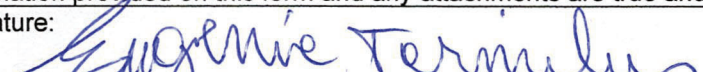


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Eugenie Termilus					
Business email address: tax90@tcscl.com			Business phone number: 772-462-1650		
Job title: Dealer Specialist					
Employed by: St. Lucie County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: St. Lucie County Tax Collector					
Your Title: Dealer Specialist			Employment Dates: 04/05/06 - Present		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TCC501	Duties and Responsibilities	30		Phase I and Phase II DL Training	80
TCC503	lection & Dist. of Assessments & Prop Ta	30			
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 12/21/21	



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES

Certificate of Completion

Presented to

Eugenie Termilus

On behalf of the Department of Highway Safety and Motor Vehicles,
Division of Motorist Services, through the Learning and Development Office

For the successful completion of 80 hours of

DL Transformed Phase Training

On this 25th day of August 2017

DRIVER LICENSES • MOTOR VEHICLES • FIELD SUPPORT CENTER
MOTORIST SERVICES
"VOICES COMING TOGETHER"

Sonya Caldwell
Your Name, Instructor
Operations Review Specialist



Congratulations,

Eugenie Termilus

on completing

**TCC 503 - COLLECTION AND
DISTRIBUTION OF PROPERTY TAXES AND
SPECIAL ASSESSMENTS**

on

December 17, 2021
30 credit hours



The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certifies that

Eugenie Termilus

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

February 22-26, 2021



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

Chapter 12D-19, F.A.C.

Name to Appear on Certificate:	Jessica Marie Treichel
Previous Name(s)(if applicable):	
Documentation Included:	
County: Volusia	Job Title: Branch Manager
Certification Requested:	Certified Florida Collector Assistant
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>
Certification Date:	10/1/21

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 1/5/21	To: Present
From: 9/20/00	To: 1/4/21

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
PTA-001A - Advanced Tax Certificates and Tax Deeds	15	Attended Course
PTA-002 Bankruptcy	15	Attended Course
Total Hours	135	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes:

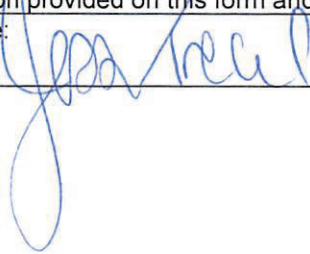


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Jessica Treichel					
Business email address: jtreichel@vctaxcollector.org			Business phone number: 386-736-5938		
Job title: Tax Office Branch Manager					
Employed by: Office of Will Roberts - Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: County of Volusia Tax Collector					
Your Title: Revenue Specialist III			Employment Dates: Sept 2000- Dec 31, 2020		
Employer: Office of Will Roberts - Tax Collector					
Your Title: Tax Office Branch Manager			Employment Dates: 01/01/2022- present		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
	SEE ATTACHED				
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 1/11/22	

Course Code	Course	End Date	Hours
TCC 001	BANKRUPTCY	January 26, 2007	15.000
PTA-001A	ADVANCED TAX CERTIFICATES AND TAX DEEDS	May 27, 2007	15.000
PTA-0013	EFFECTIVE DECISION MAKING	June 25, 2008	10.000
TCC 504	THE COLLECTION OF LICENSES, TAXES AND FEES	June 10, 2021	30.000
TCC 502	MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE	September 16, 2021	30.000
TCC 503	COLLECTION AND DISTRIBUTION OF PROPERTY TAXES AND SPECIAL ASSESSMENTS	October 31, 2018	30.000
TCC 002	EFFECTIVE DECISION MAKING	October 31, 2018	10.000
TCC 003	CUSTOMER SERVICE COURSE	August 17, 2018	5.000
			145.000



RECEIVED JAN 05 2022

Application for Certified Florida Collector or Certified Florida Collector Assistant

DR-410
R. 03/08
Rule 12D-16.002
Florida Administrative Code
Eff. 11/12
TC

Property Tax Oversight Program Florida Department of Revenue

Applications must have the signature of the Program Director,
Tax Collector (or designee) below

[Signature]
Signature

Chief Deputy Tax Collector
Title

Property Tax Oversight
Training Section
Post Office Box 3294
Tallahassee FL 32315-3294

\$25 fee must be enclosed for application to be processed
(Make checks payable to Florida Department of Revenue)

PRINT YOUR FULL NAME AS YOU WOULD LIKE IT TO APPEAR ON THE CERTIFICATE

Name Treichel Jessica Marie
(Last) (First) (Middle)

E-mail Address jtreichel@vctaxcollector.org

Business Phone Number (386) 736-5938

Employed By Office of Will Roberts - Tax Collector

Job Title Tax Office Branch Manager

Name of High School Taylor Middle High School Graduated? ☒ Yes ☐ No

Name of College _____ Graduated? ☐ Yes ☐ No

Professional Organizations (in the collection field) Office of Will Roberts - Tax Collector
County of Volusia Tax Collector

List below all tax collection courses and enclose a copy of the certificate of completion TCC 502, TCC 503,
TCC 504, PTA-002, TCC 002, TCC 003

Professional Designations _____

Please list below your experience with The Florida Department of Revenue and/or Florida County Tax Collector Office

Name of Employer Office of Will Roberts - Tax Collector

Your Title Tax Office Branch Manager From 01/05/21 To Present

Name of Employer County of Volusia Tax Collector

Your Title Revenue Specialist From 09/20/00 To 01/04/21

I hereby certify the statements and documents contained herein are correct, and if qualified for the Certified Florida Collector/ Certified Florida Collector Assistant designation, I agree to subscribe to, and practice, the Certified Florida Collector/Certified Florida Collector Assistant code of ethics. I understand that the professional designation for which this application is made may not be used upon leaving employment with a Florida county property appraiser's office, tax collector's office, or the Florida Department of Revenue.

Signed: [Signature] Date: 12/9/21

Barbara Redline - RE: [EX] ONLINE COURSE REGISTRATION CONFIRMATION

From: Stephanie K. Jackson
To: PTOTraining
Date: 10/21/2021 11:48 AM
Subject: RE: [EX] ONLINE COURSE REGISTRATION CONFIRMATION
Cc: Redline, Barbara; Treichel, Jessica; McLane, Kelly <Kelly.McLane@flori...

Thank you Meghan for looking into this. We will decide if we want to receive a refund, or use the credit for another employee.

Sincerely,
 Stephanie Jackson, CPM, CFCA
 Taxpayer Services Administrator
 Office of Will Roberts – Tax Collector
 123 W. Indiana Ave., Room 103
 DeLand, FL 32720
 Ext. 17048
 (386) 943-7048
 Web: vctaxcollector.org
 Pay online at vctaxcollector.org/pay



WILL ROBERTS
TAX COLLECTOR
Serving to make a difference

Any email or attachment sent to or received from this email address may be considered a "public record" as defined by Chapter 119, Florida statutes and is subject to disclosure as a public record in absence of an exemption established by law.

>>> PTOTraining <PTOTraining@floridarevenue.com> 10/21/2021 11:38 AM >>>
 Good morning.

Yes, Ms. Treichel completed that course on October 31, 2018. You may apply for a refund or apply the registration fee to another person. You will be contact about the refund process.

Looks like she has completed enough training hours to apply for the CFCA certification.

Course Code	Course	End Date	Hours
✓ TCC 001	BANKRUPTCY	January 26, 2007	15.000
✓ PTA-001A	ADVANCED TAX CERTIFICATES AND TAX DEEDS	May 27, 2007	15.000
✓ PTA-0013	EFFECTIVE DECISION MAKING	June 25, 2008	10.000
✓ TCC 504	THE COLLECTION OF LICENSES, TAXES AND FEES	June 10, 2021	30.000
✓ TCC 502	MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE	September 16, 2021	30.000
✓ TCC 503	COLLECTION AND DISTRIBUTION OF PROPERTY TAXES AND SPECIAL ASSESSMENTS	October 31, 2018	30.000
✓ TCC 002	EFFECTIVE DECISION MAKING	October 31, 2018	10.000
✓ TCC 003	CUSTOMER SERVICE COURSE	August 17, 2018	5.000
			145.000

Note: It appears that she also took the "Effective Decision Making" course twice. That course can only count once toward the certification hours but she still has met the 120 hours.

Thank you -Meghan

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certificate of Completion

Jesse Treichel

MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE

TCC 502, 30 Hours

September 13-16, 2021

Congratulations,

JESSE TREICHEL,

on completing

**TCCO 503 - COLLECTION AND DISTRIBUTION OF PROPERTY
TAXES AND SPECIAL ASSESSMENTS**

course on

Wednesday, October 31, 2018

30.00 credit hours



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Internet email is not secure and may be viewed by someone other than the person you send it to. Please do not include your social security number, federal employer identification number, or other sensitive information in an email to us.

The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team



Certifies that

Jesse Treichel

has successfully completed

THE COLLECTION OF LICENSES, TAXES AND FEES

TCC 504, 30 Hours

June 7-10, 2021

Florida Department of Revenue

Tallahassee, Florida

Property Tax Administration Program

Certifies that

Jesse Treichel

has successfully completed the course PTA-002,

BANKRUPTCY

Friday, January 26, 2007

Fifteen Contact Hours



*Jim Zingale, Executive Director
Florida Department of Revenue*



*James McAdams, Chairman
Admissions Committee*

TCC 002 Effective Decision Making

Resources Menu

Congratulations


Jessica Treichel

on completing the

TCC 002 Effective Decision Making course on

10/31/2018

10 credit hours



Print Print Help

|| ◁ PREV

TCC 003- Customer Service

Resources | Menu | Notes

Congratulations

Jessica Treichel

on completing the

TCC 003 Customer Service course on

8/7/2018

5 credit hours

Print

Print Help



◀ PREV

NEXT ▶

Barbara Redline - [EX] EFFECTIVE DECISION MAKING Certificate

From: <LMSadmin@dor.state.fl.us>
To: JESSICA TREICHEL <bredline@vctaxcollector.org>
Date: 12/10/2021 7:57 AM
Subject: [EX] EFFECTIVE DECISION MAKING Certificate

CAUTION: This email originated from outside Volusia County's email system. DO NOT CLICK links or attachments unless you recognize the sender and/or know the content is safe.

Congratulations,

JESSICA TREICHEL,

on completing

PTA-003 - EFFECTIVE DECISION MAKING

course on

Wednesday, June 25, 2008

15.00 credit hours



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Internet email is not secure and may be viewed by someone other than the person you send it to. Please do not include your social security number, federal employer identification number, or other sensitive information in an email to us.

Barbara Redline - [EX] ADVANCED TAX CERTIFICATES AND TAX DEEDS Certificate

From: <LMSadmin@dor.state.fl.us>
To: JESSICA TREICHEL, <bredline@vctaxcollector.org>
Date: 12/10/2021 7:57 AM
Subject: [EX] ADVANCED TAX CERTIFICATES AND TAX DEEDS Certificate

***CAUTION:** This email originated from outside Volusia County's email system. DO NOT CLICK links or attachments unless you recognize the sender and/or know the content is safe.*

Congratulations,

JESSICA TREICHEL,

on completing

PTA-001A - ADVANCED TAX CERTIFICATES AND TAX DEEDS

course on

Thursday, May 17, 2007

15.00 credit hours



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Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

Chapter 12D-19, F.A.C.

Name to Appear on Certificate:	Sharon Theresa Tulloch		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Broward	Job Title: Records, Tax, and Treasury Supervisor		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	2/1/22		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 1/13/20	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30	Attended Course
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
TCC 001 - Bankruptcy	15	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
Total Hours	120	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes:

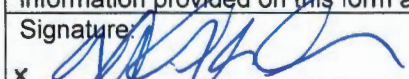


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Sharon Theresa Tulloch					
Business email address: shtulloch@broward.org				Business phone number: 954-357-5360	
Job title: Records, Tax and Treasury Supervisor					
Employed by: Broward County - Records, Taxes and Treasury Division					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Broward County - Records, Taxes and Treasury Division					
Your Title: Records, Taxes and Treasury Supervisor				Employment Dates: 1/13/2020 - Present	
Employer:					
Your Title:				Employment Dates:	
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TCC 501	Duties&Responsibility of FI Tax Collectors	30	TCC 504	The Collection of License, Taxes & Fees	30
TCC 503	Collection & Distribution of Taxes	30	TCC	ankrupt(001),Decision(002),Customer (00:	30
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 1/19/2022	

Congratulations,

SHARON TULLOCH,

on completing

TCC 001 - BANKRUPTCY COURSE

course on

Monday, June 22, 2020

15.00 credit hours

Congratulations,

SHARON TULLOCH,

on completing

TCC 002 - EFFECTIVE DECISION MAKING

course on

Friday, June 26, 2020

10.00 credit hours

Congratulations,

SHARON TULLOCH,

on completing

TCC 003 - CUSTOMER SERVICE COURSE

course on

Monday, June 29, 2020

5.00 credit hours

Congratulations,

SHARON TULLOCH,

on completing

**TCCO 503 - COLLECTION AND DISTRIBUTION OF PROPERTY TAXES AND
SPECIAL ASSESSMENTS**

course on

Thursday, March 19, 2020

30.00 credit hours

The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team



Certifies that

Sharon Tulloch

has successfully completed

THE COLLECTION OF LICENSES, TAXES AND FEES

TCC 504, 30 Hours

July 6-29, 2020

The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team



Certifies that

Sharon Tulloch

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

February 22-26, 2021



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

Chapter 12D-19, F.A.C.

Name to Appear on Certificate:	Sara Vogel		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Osceola	Job Title: Administrator		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	11/1/21		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 8/13/15	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30	Attended Course
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
Total Hours	120	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes:



**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Sara Vogel					
Business email address: svogel@osceola.org			Business phone number: 407-742-3963		
Job title: Administrator					
Employed by: Osceola County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Osceola County Tax Collector					
Your Title: Administrator			Employment Dates: 8/13/2015 - Current		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TCC501	Duties and Responsibilities of Florida Coll	30	TCC503	Collection and Distribution of Property	30
TCC502	Management of a Florida Tax Collectors	30	TCC504	The Collection of Licenses, Taxes and	30
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: <i>Sara B Vogel</i>				Date: 12/2/21	

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certifies that

Sara Vogel

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

February 22-26, 2021

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certificate of Completion

Sara Vogel

MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE

TCC 502, 30 Hours

September 13-16, 2021

Congratulations,

Sara Vogel

on completing

**TCC 503 - COLLECTION AND
DISTRIBUTION OF PROPERTY TAXES AND
SPECIAL ASSESSMENTS**

on

October 29, 2021
30 credit hours



The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team



Certifies that

Sara Vogel

has successfully completed

THE COLLECTION OF LICENSES, TAXES AND FEES

TCC 504, 30 Hours

June 7-10, 2021



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

Chapter 12D-19, F.A.C.

Name to Appear on Certificate:	Luminita Ana Williams		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Escambia	Job Title: Accountant II		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	12/1/21		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 2/6/12	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30	Attended Course
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
Total Hours	120	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes:



**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Luminita Ana Williams					
Business email address: lwilliams@escambiatatxcollector.com			Business phone number: 850-438-6500 ext 3242		
Job title: Accountant II					
Employed by: Escambia County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Escambia County Tax Collector					
Your Title: Accountant II			Employment Dates: 02/06/2012-present		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
1	TCC 501	30	3	TCC 503	30
2	TCC 502	30	4	TCC 504	30
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: <i>Lumi Williams</i>				Date: 12/06/2021	



FLORIDA

**Property Tax Oversight Program
Florida Department of Revenue**

Applications must have the signature of the Program Director,
Tax Collector (or designee) below.

Richard W. Stone 11/29/21
Richard W. Stone Signature

Chief of Staff

Title

PRINT YOUR FULL NAME AS YOU WOULD LIKE IT TO APPEAR ON THE CERTIFICATE

Name Williams Luminita Ana
(Last) (First) (Middle)

E-mail Address lwilliams@escambiataxcollector.com

Business Phone Number (850) 438-6500 ext. 3242

Employed By Escambia County Tax Collector

Job Title Accountant II

Name of High School _____ Graduated? ☒ Yes ☐ No

Name of College University of West Florida Graduated? ☒ Yes ☐ No

Professional Organizations (in the collection field) _____

List below all tax collection courses and enclose a copy of the certificate of completion TCC 501, TCC 502, TCC 503,
TCC 504

Professional Designations _____

Please list below your experience with The Florida Department of Revenue and/or Florida County Tax Collector Office

Name of Employer Escambia County Tax Collector

Your Title Accountant II From 2/6/12 To Present

Name of Employer _____

Your Title _____ From _____ To _____

I hereby certify the statements and documents contained herein are correct, and if qualified for the Certified Florida Collector/ Certified Florida Collector Assistant designation, I agree to subscribe to, and practice, the Certified Florida Collector/Certified Florida Collector Assistant code of ethics. I understand that the professional designation for which this application is made may not be used upon leaving employment with a Florida county property appraiser's office, tax collector's office, or the Florida Department of Revenue.

Signed: *Luminita Williams* Date: 11/22/2021

DR-410
R, 03/08
Rule 12D-16.002
Florida Administrative Code
Eff. 11/12
TC

Property Tax Oversight
Training Section
Post Office Box 3294
Tallahassee FL 32315-3294

\$25 fee must be enclosed for application to be processed.
(Make checks payable to Florida Department of Revenue)

Congratulations,

LUMINITA WILLIAMS

on completing

**TCC 503 - COLLECTION AND
DISTRIBUTION OF PROPERTY TAXES AND
SPECIAL ASSESSMENTS**

on

November 19, 2021
30 credit hours



The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certifies that

Luminita Williams

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

January 27-31, 2020

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certificate of Completion

Luminita Williams

MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE

TCC 502, 30 Hours

September 13-16, 2021

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team



Certifies that

Luminita Williams

has successfully completed

THE COLLECTION OF LICENSES, TAXES AND FEES

TCC 504, 30 Hours

July 6-29, 2020