

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

Agenda and Meeting Materials

June 11, 2025

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: June 11, 2025, 3:00 pm EDT

PLACE: 2450 Shumard Oak Boulevard, Building 2, Room 1220, Tallahassee, Florida 32399.

The meeting will be conducted using communications media technology, specifically a telephone conference call. Persons interested in attending by phone may do so by calling 1-888-585-9008 and entering the attendee access code 472-220-405. The public point of access to the meeting is 2450 Shumard Oak Blvd., Building 2, Room 1220, 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 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
June 11, 2025, 3:00 p.m., EDT***

2450 Shumard Oak Boulevard, Building 2, Room 1220
Tallahassee, Florida 32399
1-888-585-9008
Phone Conference Room ID 472-220-405

Committee Members:

Rene Lewis, Chair, Program Director, Property Tax Oversight, Florida Department of Revenue
Bruce Vickers, C.F.C., President, Florida Tax Collectors Association
Carole Jean Jordan, C.F.C.
JR Kroll, C.F.C.
Nancy Millan, C.F.C.
Doris Maloy, C.F.C.
Jim Overton, C.F.C.
Will Roberts, C.F.C.
Joe Tedder, C.F.C.
Janice Warren, C.F.C.

AGENDA

Welcome: Chair (5 minutes)

Roll call: Secretary (3 minutes)

February 6, 2025, 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 (888) 585-9008 and supply the conference room number, 472-220-405. The public point of access to the meeting is 2450 Shumard Oak Blvd., Building 2, Room 1220, 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 "June 11, 2025 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.

FLORIDA DEPARTMENT OF REVENUE - PROPERTY TAX OVERSIGHT

CERTIFIED FLORIDA COLLECTOR
ADMISSIONS AND CERTIFICATION COMMITTEE

MEETING

(Via Telephone Conference)

Thursday, February 6, 2025

3:00 p.m. (EDT)

Reported by:

Deborah Alff, RPR

For The Record Reporting, Inc.
215 East Park Avenue, Suite 4
Tallahassee, Florida 32301

FOR THE RECORD REPORTING TALLAHASSEE FLORIDA 850.222.5491

A T T E N D A N C E

COMMITTEE MEMBERS:

Shawn Blackburn (Chair)
Carole Jean Jordan
JR Kroll
Doris Maloy
Nancy Millan
Jim Overton
Will Roberts
Joe Tedder

PROPERTY TAX OVERSIGHT PROGRAM STAFF:

Meghan Miller
Kelly McLane
Jenna Harper
Rachel Goldstein, Esq.

P R O C E E D I N G S

(Whereupon, the meeting was called to order at 3:00 p.m. and proceeded as follows:)

MR. BLACKBURN: Good afternoon, everyone.

Welcome to the Certified Florida Collector Admissions and Certification Committee. My name is Shawn Blackburn. I am the Deputy Director of the Property Tax Oversight program. I will serve as chair for today's proceedings in Rene Lewis's absence, as outlined in the Delegation of Authority DA-43.

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 gatherings of two or more committee members where there is discussion about a matter that could come before the committee for action.

Ms. Rachel Goldstein, Chief Legal Counsel for Property Tax Oversight, is on the phone. Also present are staff members from the Property Tax Oversight program in the Department of Revenue. Will our staff please introduce themselves by stating their names and titles?

MS. MILLER: Meghan Miller, Revenue Program

1 Administrator.

2 MS. MCLANE: Kelly McLane, Interdepartmental
3 Projects Administrator.

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

6 MR. BLACKBURN: Thank you.

7 If you are part of the public
8 participating by telephone and want to submit a
9 written comment pertaining to the material being
10 presented today, please send an email to
11 PTOTraining@floridarevenue.com. In the subject
12 line of your email, please use "February 6
13 Committee Meeting." We are monitoring that email
14 account during the meeting and will read aloud all
15 comments we receive during the meeting. If you
16 prefer to speak, please state that in your email
17 and we will recognize you for comment.

18 We would appreciate if everyone could please
19 mute the phone when they are not participating so
20 we can reduce the amount of feedback during the
21 meeting. Please be sure to unmute your line when
22 you need to voice a vote.

23 Before calling roll, I would like to take a
24 moment to welcome our newest committee members.

25 The Honorable Carole Jean Jordan, Indian River

1 County, the Honorable JR Kroll, Seminole County,
2 and the Honorable Doris Maloy, Leon County,
3 welcome to the Certified Florida Collector
4 Admissions and Certification Committee. We
5 appreciate your service on the committee during
6 your terms.

7 Meghan Miller, the Secretary of the Committee,
8 will you please call the roll?

9 MS. MILLER: Shawn Blackburn?

10 MR. BLACKBURN: Here.

11 MS. MILLER: Bruce Vickers?

12 (No audible response.)

13 MS. MILLER: Carole Jean Jordan?

14 MS. JORDAN: Here.

15 MS. MILLER: JR Kroll?

16 MR. KROLL: Here.

17 MS. MILLER: Doris Maloy?

18 MS. MALOY: Here.

19 MS. MILLER: Nancy Millan?

20 MS. MILLAN: Here.

21 MS. MILLER: Jim Overton?

22 MR. OVERTON: Here.

23 MS. MILLER: Will Roberts?

24 MR. ROBERTS: Here.

25 MS. MILLER: Joe Tedder?

1 MR. TEDDER: Here.

2 MS. MILLER: Janice Warren?

3 MS. WARREN: Here.

4 MR. BLACKBURN: All right. According to Rule
5 12D-19.002(6), Florida Administrative Code, five
6 members of the Admissions and Certification
7 Committee constitute a quorum. Meghan, do we have
8 a quorum?

9 MS. MILLER: Yes.

10 MR. BLACKBURN: All right. Our first order of
11 business today is the approval of the October 16,
12 2024 Certified Florida Collector Admissions and
13 Certifications Committee meeting minutes. Do I
14 have a motion to approve the October 16, 2024
15 committee meeting minutes? Please state your name
16 if you make a motion.

17 MR. ROBERTS: Will Roberts, I make the motion.

18 MR. BLACKBURN: Thank you. I have a motion by
19 Will Roberts. Do I have a second?

20 MS. WARREN: Second, Janice Warren.

21 MR. BLACKBURN: Thank you. I have a second by
22 Janice Warren. All opposed? Or, I'm sorry, all
23 those in favor, indicate by saying "Aye."

24 [Ayes]

25 MR. BLACKBURN: All opposed, indicate by

1 saying "Nay."

2 All right. Our next item of business is the
3 presentation and recommendation of applicants.

4 The program posted a list of applicants along
5 with the completed applications on the Department's
6 website, and sent the meeting materials link to
7 each of you. Each application has a checklist at
8 the front to assist you in your review of the
9 applicants. This checklist has the certification
10 criteria required in Rule Chapter 12D-19, Florida
11 Administrative Code.

12 Meghan, will you please list the requirements
13 of the Certified Florida Collector and Certified
14 Florida Collector assignment -- Assistant
15 designations?

16 MS. MILLER: The qualifications for the
17 Certified Florida Collector and Certified Florida
18 Collector Assistant include at least two years of
19 experience with a Florida tax collector's or
20 property appraiser's office or the Florida
21 Department of Revenue, at least 120 hours of
22 approved education, and current employment with a
23 Florida tax collector's or property appraiser's
24 office or the Florida Department of Revenue. The
25 Certified Florida Collector designation is reserved

1 for the official.

2 MR. BLACKBURN: Thank you, Meghan.

3 Now, I need for each committee member to
4 individually answer the following questions on the
5 record. After I read the question, Meghan will
6 call the name of each member. Please state your
7 answer of yes or no.

8 The question is: Are you aware of any facts,
9 situations, or reasons which you feel may
10 disqualify or otherwise make it improper for you to
11 hear and deliberate on any of the applicants
12 scheduled to be reviewed today?

13 MS. MILLER: Shawn Blackburn?

14 MR. BLACKBURN: No.

15 MS. MILLER: Carole Jean Jordan?

16 MS. JORDAN: No.

17 MS. MILLER: JR Kroll?

18 MR. KROLL: No.

19 MS. MILLER: Doris Maloy?

20 MS. MALOY: No.

21 MS. MILLER: Nancy Millan?

22 MS. MILLAN: No.

23 MS. MILLER: Jim Overton?

24 MR. OVERTON: No.

25 MS. MILLER: Will Roberts?

1 MR. ROBERTS: No.

2 MS. MILLER: Joe Tedder?

3 MR. TEDDER: No.

4 MS. MILLER: Bruce Vickers?

5 (No audible response.)

6 MS. MILLER: Janice Warren?

7 MS. WARREN: No.

8 MR. BLACKBURN: Thank you.

9 Do any committee members have anything they
10 wish to discuss about the applicants' credentials?

11 Does the public have any comments on any of
12 the applicants?

13 If you're attending by telephone, please send
14 us an email so we can recognize you. Again, that
15 email address is PT0training@FloridaRevenue.com.

16 Jenna, have we received any email comments?

17 MS. HARPER: No, we have not.

18 MR. BLACKBURN: Hearing no additional comments
19 or discussion of the credentials, the committee
20 will now vote on consideration of the applicant
21 list. Do I have a motion for recommendation of the
22 applicants? Please state your name when making
23 your motion.

24 MS. MALOY: Doris Maloy, I move that we
25 approve the members listed for certification.

1 MR. BLACKBURN: Thank you, Doris Maloy.

2 Do we have a second?

3 MS. MILLAN: This is Nancy Millan, I second
4 the motion.

5 MR. BLACKBURN: Thank you, Nancy Millan.

6 Okay. All in favor, indicate by saying "Aye."

7 [Ayes]

8 MR. BLACKBURN: All opposed, indicate by
9 saying "Nay."

10 All right. Let the record reflect that the
11 committee has recommended all applicants for
12 certification. Congratulations to the new
13 Certified Florida Collectors and Certified Florida
14 Collector Assistants. The professional designees
15 will receive documentation of their certification
16 from the Department.

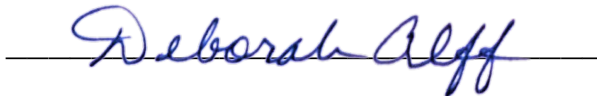
17 That concludes today's agenda for the
18 Certified Florida Collector Admissions and
19 Certifications Committee meeting. Again, thank you
20 very much for your leadership and service today on
21 the committee. Have a good afternoon, and we are
22 adjourned.

23 (Whereupon, the meeting was adjourned at
24 approximately 3:09 p.m.)
25

1 CERTIFICATE OF REPORTER

2
3 I, DEBORAH ALFF, do hereby certify that I was
4 authorized to and did report the foregoing proceedings,
5 and that the transcript pages 1 through 11 contains a
6 true and correct record of my stenographic notes and
7 recordings thereof.

8
9 Dated this 20th day of February, 2025 at
10 Tallahassee, Leon County, Florida.

11
12
13 A handwritten signature in blue ink, reading "Deborah Alff", is written over a horizontal line.

14 DEBORAH ALFF

15 Court Reporter
16
17
18
19
20
21
22
23
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25



JUNE 11, 2025

**CERTIFIED FLORIDA COLLECTOR ADMISSIONS AND CERTIFICATIONS COMMITTEE
DESIGNATION APPLICANT CONSIDERATIONS**

CERTIFIED FLORIDA COLLECTOR

SHANNA BOUTWELL

CERTIFIED FLORIDA COLLECTOR ASSISTANT

TANIA AGUIRRE
JUAN ARAGON
RYAN ASHLEY
MICHELLE AULD
CHRISTA BARNES
JOSEPH BARZEY
ELIZABETH BOWER
BETH BROWN
TRACI CADE
ASHLEY CARLOS
DORIS E. CRUZ
GEORGIA DACOSTA
LACEY DAVIS
DIANA DIAZ
BILLIE JO DONAHUE-WILLIX
ERIC FERNANDEZ
STEPHANIE GAITAN
MICHELLE A. GALVAIRE

REBECCA GOODLOW
MIGENE GORDON
JOY GRENON
ELYSSA GRIECO
KELLY L. GUNN
BRANDI HOLLEY
HAILEY HOLM
NILDA JIMENEZ
DENISE JONES
JENNIFER L. LARRIVEE
MEGAN MCCRYSTAL
BRIAN MCLAUGHLIN
KAELYN NEAL
MARIAN NOSAL
MONICA OLIVER
RICHARD OLSEN
HEATHER ONUSKA
ELBERT PAGAN

JAMIE LEIGH PASTOR
AMELIE PEREZ
MONICA PEREZ
PAMALA PHILLIPS
NEYBI PINEDA MORALES
KIM PREU
DEBRA RANG
HEATHER SANCHEZ
JOSHUA SHEETS
MARVIN SILAIRE
KATHERINE TORRES
MILITZA VARGAS MUNIZ
SHEREE WALKER
PAUL WILLIAMS
JANICE STEIN WILSON
CHRISTOPHER WIRKUS



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Shanna Boutwell		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Jefferson	Job Title: Tax Collector		
Certification Requested:	Certified Florida Collector		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	04/01/25		

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: 01/07/25	To: Present
From: 7/1/01	To: 12/30/24

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
FLHSMV - DL Training Series: Phase I	40	Attended Course
FLHSMV - DL Training Series: Phase II	32	Attended Course
Total Hours	132	

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
TC

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): Shanna Boutwell					
Business email address: shannaboutwell@jeffersoncountytaxcollector			Business phone number: 8503420147		
Job title: Tax Collector					
Employed by: Jefferson 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 checked="" type="checkbox"/> Certified Florida Collector		<input 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: Leon County Tax Collector					
Your Title: Customer Service Rep/Operations Support Manager			Employment Dates: 07/01/2001 - 12/30/2024		
Employer: Jefferson County Tax Collector					
Your Title: Tax Collector			Employment Dates: 01/07/2025 - 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
TC-0040C	Duties and Responsibilities of Florida Tax Collectors	30	TC-0023C	DL Transformed Phase II: Tax Collector Limited Services	32
TC-0022C	DL Transformed Phase I "Tax Collectors Edition"	40	TC-0036C	Collection and Distribution of Property Taxes and Special Assessments	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: Shanna Boutwell				Date: 4-7-25	

This certificate is awarded to

SHANNA BOUTWELL

for the successful completion of

DL Transformed Phase II: Tax Collector Limited Services

by FLHSMV

32 Hours 0 Minutes

Date of Course Completion: 1/11/2008

This certificate is awarded to

SHANNA BOUTWELL

for the successful completion of

DL Transformed Phase I "Tax Collector's Edition"

by FLHSMV

40 Hours 0 Minutes

Date of Course Completion: 1/18/2008

Congratulations,

Shanna Boutwell

on completing

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

Course Number: TC-0036C

on

September 30, 2023
30 credit hours





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

Certifies that

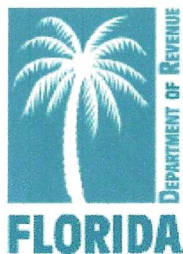
Shanna Boutwell

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C

March 1, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Tania Aguirre		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Manatee		Job Title: Associate III	
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>		Reinstatement: <input type="checkbox"/>	
Certification Date:	04/01/25		

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: 07/14/22	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 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
FLHSMV - Driver License Preparatory Training (Instructor Led)	64	Attended Course
Total Hours	124	

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): TANIA AGUIRRE					
Business email address: TANIAA@taxcollector.com			Business phone number: 941.741.4800		
Job title: ASSOCIATE III					
Employed by: MANATEE 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: MANATEE COUNTY TAX COLLECTOR					
Your Title: ASSOCIATE III			Employment Dates: 07/14/2022 - 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
TC-0040C	TCC 501 Duties & Responsibilities of Florida Tax Collectors	30	TC-0024C	Driver's License Preparatory Training	64
			TC-0042C	TCC 504 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: Aguirre.Tania			Digitally signed by Aguirre.Tania Date: 2025.03.11 13:31:08 -04'00'		Date: 03/11/2025



This certificate is awarded to

TANIA AGUIRRE

for the successful completion of

Driver License Preparatory Training - TC Instructor-Led Training

by Certified Tax Collector Trainers

64 Hours 00 Minutes

Date of Course Completion: 12/14/2022

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

Certifies that

Tania Aguirre

has successfully completed

**TCC 504 - COLLECTION OF LICENSES,
TAXES, AND FEES**

Course Number: TC-0042C

June 24-27, 2024
30 credit hours





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

Certifies that

Tania Aguirre

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C

March 3, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

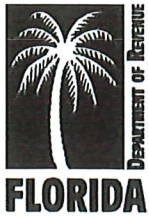
Name to Appear on Certificate:	Juan Aragon		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Dade	Job Title: Senior Tax Records Specialist		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	04/01/25		

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: 01/20/23	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 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
TC

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): Juan Aragon					
Business email address: Juan.Aragon@miamidade.gov			Business phone number: 305-375-3693		
Job title: Senior Tax Records Specialist					
Employed by: Miami-Dade County Office of the 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 the Tax Collector					
Your Title: Senior Tax Records Specialist			Employment Dates: January 20, 2023 - 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
TC0040C	TCC 501 Duties and Responsibilities of Florida Tax Collectors	30	TC0036C	TCC 503 Collection and Distribution of Property Taxes and Special Assessments	30
TC0041C	TCC 502 Leadership and Management Skills in a Florida Tax Collector's Office	30	TC0037C	TCC 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: 				Date: 03/25/2025	

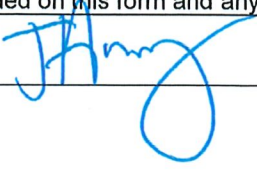


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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

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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): Juan Aragon					
Business email address: Juan.Aragon@miamidade.gov			Business phone number: 305-375-3693		
Job title: Senior Tax Records Specialist					
Employed by: Miami-Dade County Office of the 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 The Tax Collector					
Your Title: Senior Tax Records Specialist			Employment Dates: January 20, 2023 - 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
TC0038C	TCC 002 Effective Decision-Making in the Workplace	10			
TC0039C	TCC 003 Customer Service	5			
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: 03/25/2025	

Congratulations,

Juan Aragon

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

February 20, 2024

15 credit hours



Congratulations,

Juan Aragon

on completing

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

Course Number: TC-0038C

on

February 20, 2024
10 credit hours



Congratulations,

Juan Aragon

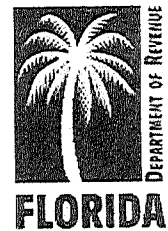
on completing

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

Course Number: TC-0036C

on

February 27, 2024
30 credit hours



Congratulations,

Juan Aragon

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

March 1, 2024

5 credit hours



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

Certifies that

Juan Aragon

has successfully completed

**TCC 502 - LEADERSHIP AND MANAGEMENT
SKILLS IN A FLORIDA TAX COLLECTOR'S
OFFICE**

Course Number: TC-0041C

September 24, 2024
30 credit hours





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

Certifies that

Juan Aragon

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C

March 4, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Ryan Ashley		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Duval		Job Title: Asst. Director of Tax Operations	
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>		Reinstatement: <input type="checkbox"/>	
Certification Date:	04/01/25		

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: 11/01/14	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 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
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TC

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): Ryan Ashley					
Business email address: RyanA@COJ.NET			Business phone number: (904) 255 - 5726		
Job title: Assistant Director of Tax Operations					
Employed by: Duval 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: Duval County Tax Collector					
Your Title: Assistant Director of Tax Operations			Employment Dates: November 2014 - 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
TC-0037C	TCC-001 - Bankruptcy	15	TC-0039C	TCC-003 - Customer Service Training	5
TC-0038C	TCC-002 - Effective Decision-Making in the Workplace	10	TC-0040C	TCC-501 - Duties & Responsibilities of Florida Tax Collectors	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: 03/11/2025	

1 of 2



**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
TC

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): Ryan Ashley					
Business email address: RyanA@COJ.NET				Business phone number: (904) 255 - 5726	
Job title: Assistant Director of Tax Operations					
Employed by: Duval 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: Duval County Tax Collector					
Your Title: Assistant Director of Tax Operations				Employment Dates: Nov 2014 - 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
TC-0036C	TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30			
TC-0042C	TCC-504 Collection of Licenses, Taxes, 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: 03/11/2025	

2 of 2

Congratulations,

Ryan Ashley

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

February 2, 2024
15 credit hours



Congratulations,

Ryan Ashley

on completing

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

Course Number: TC-0038C

on

March 6, 2024
10 credit hours



Congratulations,

Ryan Ashley

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

March 29, 2024
5 credit hours



Congratulations,

Ryan Ashley

on completing

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

Course Number: TC-0036C

on

June 6, 2024
30 credit hours



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

Certifies that

Ryan Ashley

has successfully completed

**TCC 504 - COLLECTION OF LICENSES,
TAXES, AND FEES**

Course Number: TC-0042C

June 24-27, 2024
30 credit hours





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

Certifies that

Ryan Ashley

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C

March 3, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Michelle Auld		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Marion	Job Title: Deputy Tax Collector		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	04/01/25		

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: 03/21/16	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 503 - Collection and Distribution of Property Taxes and Special 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:

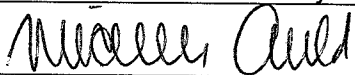


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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

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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): Michelle Auld					
Business email address: mauld@mariontax.com			Business phone number: 352-368-8101		
Job title: Deputy Tax Collector					
Employed by: Marion 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: Marion County Tax Collector					
Your Title: Deputy Tax Collector			Employment Dates: 03/21/2016-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
TC0037C	TCC 001 Bankruptcy	15	TC0039C	TCC 003 Customer Service Training	5
TC0038C	TCC 002 Effective Decision Making	10	TC0040C	TCC 501 Duties & Responsibilities of FL Tax Collectors	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: 03/11/2025	

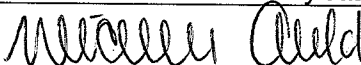


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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

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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): Michelle Auld					
Business email address: mauld@mariontax.com			Business phone number: 352-368-8101		
Job title: Deputy Tax Collector					
Employed by: Marion 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: Marion County Tax Collector					
Your Title: Deputy Tax Collector			Employment Dates: 03/21/2016-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
TC0041C	TCC 502 Leadership & Management Skills in a FL TC Office	30			
TC0036C	TCC 503 Collection & Distribution of Property Taxes	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: 03/11/2025	

Congratulations,

Michelle Auld

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

May 23, 2024
15 credit hours



Congratulations,

Michelle Auld

on completing

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

Course Number: TC-0038C

on

May 24, 2024
10 credit hours



Congratulations,

Michelle Auld

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

May 30, 2024
5 credit hours



Congratulations,

Michelle Auld

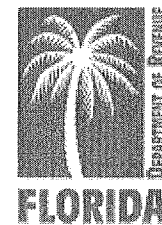
on completing

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

Course Number: TC-0036C

on

May 31, 2024
30 credit hours



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

Certifies that

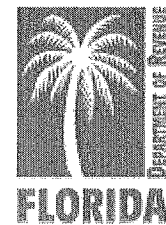
Michelle Auld

has successfully completed

**TCC 502 - LEADERSHIP AND MANAGEMENT
SKILLS IN A FLORIDA TAX COLLECTOR'S
OFFICE**

Course Number: TC-0041C

September 23, 2024
30 credit hours





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

Certifies that

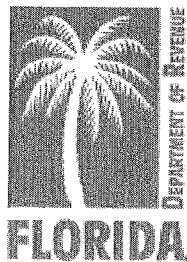
Michelle Auld

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C

March 3, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Christa Barnes
Previous Name(s)(if applicable):	
Documentation Included:	
County: Manatee	Job Title: Associate III
Certification Requested:	Certified Florida Collector Assistant
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>
Certification Date:	04/01/25

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: 07/14/22	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 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
FLHSMV - Driver License Preparatory Training (Instructor Led)	64	Attended Course
Total Hours	124	

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

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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): CHRISTA BARNES					
Business email address: CHRISTAB@taxcollector.com			Business phone number: 941.741.4800		
Job title: ASSOCIATE III					
Employed by: MANATEE 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: MANATEE COUNTY TAX COLLECTOR					
Your Title: ASSOCIATE III			Employment Dates: 07/14/2022 - 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
TC-0040C	TCC 501 Duties & Responsibilities of Florida Tax Collectors	30	TC-0024C	Driver's License Preparatory Training	64
			TC-0042C	TCC 504 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: Barnes.Christa			Digitally signed by Barnes.Christa Date: 2025.03.11 12:46:36 -04'00'		Date:



This certificate is awarded to

CHRISTA BARNES

for the successful completion of

Driver License Preparatory Training - TC Instructor-Led Training

by Certified Tax Collector Trainers

64 Hours 00 Minutes

Date of Course Completion: 12/14/2022

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

Certifies that

Christa Lynn Barnes

has successfully completed

**TCC 504 - COLLECTION OF LICENSES,
TAXES, AND FEES**

Course Number: TC-0042C

June 24-27, 2024
30 credit hours





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

Certifies that

Christa Lynn Barnes

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C

March 3, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Joseph Barzey		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Pasco	Job Title: Accountant III		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	04/01/25		

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: 12/18/19	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)		
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
FLHSMV - Heavy Vehicle Use Tax	1	Attended Course
AAMVA - CDL Module 1	2.5	Attended Course
AAMVA - CDL Module 2	0.75	Attended Course
AAMVA - CDL Module 3	0.75	Attended Course
AAMVA - CDL Module 4	0.75	Attended Course
AAMVA - Canadian Travel, Citizenship and Immigration Documents	1	Attended Course
AAMVA - Birth Certificates	0.50	Attended Course
AAMVA - Counterfeits and Alterations	0.75	Attended Course
AAMVA - Driver License and ID Cards	0.75	Attended Course
Total Hours	98.75	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes: Total Hours: 120.50



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Joseph Barzey		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Pasco	Job Title: Accountant III		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	04/01/25		

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: 12/18/19	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
90-hours per 12D-19.003(3)(b)		
AAMVA - Internal Fraud for Staff	0.75	Attended Course
AAMVA - Travel Documents	0.75	Attended Course
AAMVA - Social Security Cards	0.50	Attended Course
AAMVA - Security Features	1	Attended Course
AAMVA - People and Actions	0.75	Attended Course
AAMVA - U.S. Immigration Documents	0.75	Attended Course
AAMVA - Military ID Cards	0.50	Attended Course
AAMVA - Mexican Documents	0.75	Attended Course
AAMVA - Expanding the Review	0.50	Attended Course
AAMVA - Canadian Birth Certificates, Drive and Vehicle Documents	0.75	Attended Course
AAMVA - Vehicle Identification Documents	0.50	Attended Course
AAMVA - Introduction to Covert Features	0.75	Attended Course
AAMVA - Introduction to Fraud	1	Attended Course
Total Hours	9.25	

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



Name to Appear on Certificate:	Joseph Barzey		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Pasco	Job Title: Accountant III		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="checked" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	04/01/25		

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: 12/18/19		To: Present
From:		To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
90-hours per 12D-19.003(3)(b)		
FLHSMV - Information and Cyber Security Awareness Training	0.50	Attended Course
FLHSMV - Driver License Preparatory Training (Online)	12	Attended Course
Total Hours	12.5	

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




**Application for
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Property Tax Oversight Certification and Training

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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
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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): Joseph Barzey									
Business email address: jbarzey@pascotaxes.com				Business phone number: 352-521-4360					
Job title: Accountant III									
Employed by: Pasco 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: Pasco County Tax Collector									
Your Title: Accountant III				Employment Dates: 12/18/2019 - 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
TC0037C	TCC001 - Bankruptcy			15	TC0040C	TCC501-Duties and Responsibilities of TC			30
TC0038C	TCC002 - Effective Decision Making			10	TC0042C	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: 								Date: 3/31/2025	

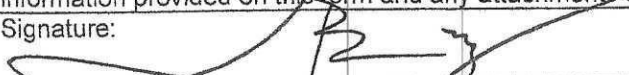


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Property Tax Oversight Certification and Training Online Registration at
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Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual 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): Joseph Barzey					
Business email address: jbarzey@pascotaxes.com				Business phone number: 352-521-4360	
Job title: Accountant III					
Employed by: Pasco 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: Pasco County Tax Collector					
Your Title: Accountant III				Employment Dates: 12/18/2019 - 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
TC001C	US Immigration Docs	.75	TC001SC	Social Security Cards	.50
TC001C	Travel Documents	.75	TC001C	Security Features	1.00
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: 3/31/2025	

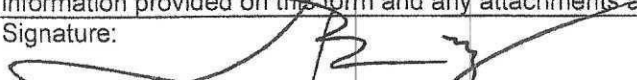


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Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Joseph Barzey					
Business email address: jbarzey@pascotaxes.com				Business phone number: 352-521-4360	
Job title: Accountant III					
Employed by: Pasco 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: Pasco County Tax Collector					
Your Title: Accountant III				Employment Dates: 12/18/2019 - 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
TC0013C	People + Actions	.75	TC0011C	Mexican Documents	.75
TC0012C	Military ID Cards	.50	TC0019C	Intro to Fraud	1.00
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: 3/31/2025	



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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): Joseph Barzey					
Business email address: jbarzey@pascotaxes.com			Business phone number: 352-521-4360		
Job title: Accountant III					
Employed by: Pasco 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: Pasco County Tax Collector					
Your Title: Accountant III			Employment Dates: 12/18/2019 - 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
TC009C	Intro to Covert Features	.75	TC009C	Canadian Travel	1.00
TC008C	Internal Fraud for Staff	.75	TC000C	Canadian Birth Certificate	.75
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: 3/31/2025	



**Application for
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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): Joseph Barzey					
Business email address: jbarzey@pascotaxes.com		Business phone number: 352-521-4360			
Job title: Accountant III					
Employed by: Pasco 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 Florida Collector		<input type="checkbox"/> Certified Cadastralist of Florida			
		<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: Pasco County Tax Collector					
Your Title: Accountant III		Employment Dates: 12/18/2019 - 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
TC0005C	Birth Certificates	150	TC0003C	Vehicle ID Documents	150
TC0004C	Expanding the review	150	TC0006C	DL and ID Cards	75
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: 3/31/2025	




**Application for
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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): Joseph Barzey					
Business email address: jbarzey@pascotaxes.com				Business phone number: 352-521-4360	
Job title: Accountant III					
Employed by: Pasco 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: Pasco County Tax Collector					
Your Title: Accountant III				Employment Dates: 12/18/2019 - 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
TC0001C	Counterfeits + Alterations	.75			
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: 3/31/2025	



**Application for
Florida Professional Certification**
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Property Tax Oversight Certification and Training Online Registration at
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Reason for Applying

☒ Initial Certification - \$25 fee ☐ Annual Recertification - \$5 fee ☐ Reinstatement of Certification - \$5 fee

Applicant Information

Applicant's name (as you would like it to appear on the certificate): Joseph Barzey

Business email address: jbarzey@pascotaxes.com Business phone number: 352-521-4360

Job title: Accountant III

Employed by: Pasco 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:

☐ Certified Florida Appraiser ☐ Certified Florida Evaluator ☐ Certified Cadastralist of Florida
☐ Certified Florida Collector ☒ 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: Pasco County Tax Collector

Your Title: Accountant III Employment Dates: 12/18/2019 - 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
TC003C	TC003 - Customer Svc Train	5	TC004K	HVUT	1
TC005C	Info - Cyber Security Train	150	TC005C	DL Prep Training	12

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: 3/31/2025

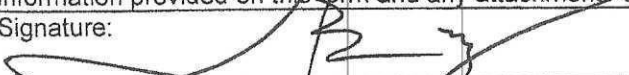


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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

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): Joseph Barzey					
Business email address: jbarzey@pascotaxes.com				Business phone number: 352-521-4360	
Job title: Accountant III					
Employed by: Pasco 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: Pasco County Tax Collector					
Your Title: Accountant III				Employment Dates: 12/18/2019 - 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
TC0001C	CDL Module 4	.75	TC0019C	CDL Module 2	.75
TC0002C	CDL Module 3	.75	TC0018C	CDL Module 1	2.50
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: 3/31/2025	

Applicant Joseph Barzey

No.	Course Title	Hours
TC-0001C	Counterfeits and Alterations	0.75
TC-0002C	Driver's License and ID Cards	0.50
TC-0003C	Vehicle Identification Documents	0.50
TC-0004C	Expanding the Review	0.50
TC-0005C	Birth Certificates	0.50
TC-0006C	Canadian Birth Certificates, Driver and Vehicle Documents	0.75
TC-0007C	Canadian Travel, Citizenship, and Immigration Documents	1.00
TC-0008C	Internal Fraud for Staff	0.75
TC-0009C	Introduction to Covert Features	0.75
TC-0010C	Introduction to Fraud	1.00
TC-0011C	Mexican Documents	0.75
TC-0012C	Military ID Cards	0.50
TC-0013C	People and Actions	0.75
TC-0014C	Security Features	1.00
TC-0015C	Social Security Cards	0.50
TC-0016C	Travel Documents	0.75
TC-0017C	U.S. Immigration Documents	0.75
TC-0018C	CDL (Commercial Driver's License) Module 1	2.50
TC-0019C	CDL Module 2	0.75
TC-0020C	CDL Module 3	0.75
TC-0021C	CDL Module 4	0.75
TC-0025C	Driver's License Preparatory Training	12.00
TC-0044C	Heavy Vehicle Use Tax (HVUT)	1.00
TC-0045C	Information and Cyber Security Awareness Training	0.50
TC-0037C	TCC001 - Bankruptcy	15.00
TC-0038C	TCC002 - Effective Decision Making	10.00
TC-0039C	TCC003 - Customer Service Training	5.00
TC-0040C	TCC501 - Duties and Responsibilities of Florida TC	30.00
TC-0042C	TCC504 - Collection of Licenses, Taxes and Fees	30.00
		240.50

The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team

Certifies that

Joseph Barzey

has successfully completed

**TCC 504 - COLLECTION OF LICENSES,
TAXES, AND FEES**

Course Number: TC-0042C

June 21-24, 2022
30 credit hours



Congratulations,

Joseph Barzey

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

July 21, 2022
5 credit hours



This certificate is awarded to

JOSEPH BARZEY

for the successful completion of

Heavy Vehicle Use Tax (HVUT) - 2021

by FLHSMV

1 Hours 0 Minutes

Date of Course Completion: 7/28/2022

This certificate is awarded to

JOSEPH BARZEY

for the successful completion of

AAMVA CDL 2021: Module 1 - Introduction to CDL Licensing

by MS

2 Hours 30 Minutes

Date of Course Completion: 2/3/2023

This certificate is awarded to

JOSEPH BARZEY

for the successful completion of

AAMVA CDL 2021: Module 2 - Overview of the CDL Tests

by MS

0 Hours 45 Minutes

Date of Course Completion: 2/3/2023

This certificate is awarded to

JOSEPH BARZEY

for the successful completion of

AAMVA CDL 2021: Module 3 - CDL Knowledge Tests Overview

by MS

0 Hours 45 Minutes

Date of Course Completion: 2/3/2023

This certificate is awarded to

JOSEPH BARZEY

for the successful completion of

AAMVA CDL 2021: Module 4 - CKE End-of-Course Exam Overview

by MS

0 Hours 45 Minutes

Date of Course Completion: 2/3/2023

This certificate is awarded to

JOSEPH BARZEY

for the successful completion of

AAMVA FDR 2020: Canadian Travel, Citizenship, and Immigration Docs

by External Training

1 Hours 0 Minutes

Date of Course Completion: 6/13/2023

This certificate is awarded to

JOSEPH BARZEY

for the successful completion of

AAMVA FDR 2020: Birth Certificates

by External Training

0 Hours 30 Minutes

Date of Course Completion: 6/13/2023

This certificate is awarded to

JOSEPH BARZEY

for the successful completion of

AAMVA FDR 2020: Counterfeits and Alterations

by External Training

0 Hours 45 Minutes

Date of Course Completion: 6/15/2023

This certificate is awarded to

JOSEPH BARZEY

for the successful completion of

AAMVA FDR 2020: Driver Licenses and ID Cards

by External Training

0 Hours 45 Minutes

Date of Course Completion: 6/15/2023

This certificate is awarded to

JOSEPH BARZEY

for the successful completion of

AAMVA FDR 2020: Internal Fraud for Staff

by External Training

0 Hours 45 Minutes

Date of Course Completion: 6/29/2023

This certificate is awarded to

JOSEPH BARZEY

for the successful completion of

AAMVA FDR 2020: Travel Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 6/29/2023

This certificate is awarded to

JOSEPH BARZEY

for the successful completion of

AAMVA FDR 2020: Social Security Cards

by External Training

0 Hours 30 Minutes

Date of Course Completion: 6/29/2023

This certificate is awarded to

JOSEPH BARZEY

for the successful completion of

AAMVA FDR 2020: Security Features

by External Training

1 Hours 0 Minutes

This certificate is awarded to

JOSEPH BARZEY

for the successful completion of

AAMVA FDR 2020: People and Actions

by External Training

0 Hours 45 Minutes

Date of Course Completion: 6/29/2023

This certificate is awarded to

JOSEPH BARZEY

for the successful completion of

AAMVA FDR 2020: US Immigration Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 7/7/2023

This certificate is awarded to

JOSEPH BARZEY

for the successful completion of

AAMVA FDR 2020: Military ID Cards

by External Training

0 Hours 30 Minutes

Date of Course Completion: 7/7/2023

This certificate is awarded to

JOSEPH BARZEY

for the successful completion of

AAMVA FDR 2020: Mexican Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 7/7/2023

This certificate is awarded to

JOSEPH BARZEY

for the successful completion of

AAMVA FDR 2020: Expanding the Review

by External Training

0 Hours 30 Minutes

Date of Course Completion: 7/7/2023

This certificate is awarded to

JOSEPH BARZEY

for the successful completion of

AAMVA FDR 2020: Canadian Birth Certificates, Driver, and Vehicle Docs

by External Training

0 Hours 45 Minutes

Date of Course Completion: 7/26/2023

This certificate is awarded to

JOSEPH BARZEY

for the successful completion of

AAMVA FDR 2020: Vehicle Identification Documents

by External Training

0 Hours 30 Minutes

Date of Course Completion: 7/27/2023

This certificate is awarded to

JOSEPH BARZEY

for the successful completion of

AAMVA FDR 2024: Introduction to Covert Features

by External Training

0 Hours 45 Minutes

Date of Course Completion: 2/21/2024

This certificate is awarded to

JOSEPH BARZEY

for the successful completion of

AAMVA FDR 2024: Introduction to Fraud

by External Training

1 Hours 0 Minutes

Date of Course Completion: 2/21/2024

This certificate is awarded to

JOSEPH BARZEY

for the successful completion of

Information and Cyber Security Awareness for External Entities - 2024

by FLHSMV

0 Hours 30 Minutes

Date of Course Completion: 7/11/2024



This certificate is awarded to

JOSEPH BARZEY

for the successful completion of

Driver License Preparatory Training - OLT

by FLHSMV

12 Hours

Date of Course Completion: 7/24/2024

Congratulations,

Joseph Barzey

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

September 18, 2024
15 credit hours



Congratulations,

Joseph Barzey

on completing

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

Course Number: TC-0038C

on

September 24, 2024
10 credit hours





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

Certifies that

Joseph Barzey

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C

March 2, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Elizabeth Bower		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Martin	Job Title: Online Specialist		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	05/01/25		

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: 04/08/19	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)		
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 001 - Bankruptcy	15	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
FLHSMV - Heavy Vehicle Use Tax	1	Attended Course
AAMVA - Canadian Birth Certificates, Drive and Vehicle Documents	.75	Attended Course
AAMVA - Driver License and ID Cards	0.75	Attended Course
AAMVA - Canadian Travel, Citizenship and Immigration Documents	1	Attended Course
AAMVA - CDL Module 1	2.5	Attended Course
AAMVA - Counterfeits and Alterations	0.75	Attended Course
AAMVA - Vehicle Identification Documents	0.50	Attended Course
AAMVA - Mexican Documents	0.75	Attended Course
Total Hours	128	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes: Total hours: 138.5



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Elizabeth Bower		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Martin	Job Title: Online Specialist		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	05/01/25		

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: 04/08/19	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
90-hours per 12D-19.003(3)(b)		
AAMVA - Expanding the Review	0.50	Attended Course
AAMVA - Internal Fraud for Staff	0.75	Attended Course
AAMVA - Birth Certificates	0.50	Attended Course
AAMVA - Military ID Cards	0.50	Attended Course
AAMVA - Introduction to Covert Features	0.75	Attended Course
AAMVA - Introduction to Fraud	1	Attended Course
AAMVA - Travel Documents	.75	Attended Course
AAMVA - Security Features	1	Attended Course
AAMVA - People and Actions	0.75	Attended Course
AAMVA - Social Security Cards	0.50	Attended Course
AAMVA - U.S. Immigration Documents	0.75	Attended Course
AAMVA - CDL Module 3	0.75	Attended Course
AAMVA - CDL Module 4	0.75	Attended Course
Total Hours	9.25	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes: Total hours: 138.5



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Elizabeth Bower		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Martin	Job Title: Online Specialist		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	05/01/25		

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: 04/08/19	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
90-hours per 12D-19.003(3)(b)		
AAMVA - CDL Module 2	0.75	Attended Course
FLHSMV - Information and Cyber Security Awareness Training	0.50	Attended Course
Total Hours	1.25	

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

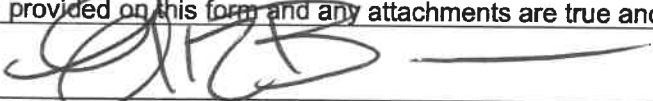


Application for
Florida Professional Certification
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
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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): ELIZABETH BOWER					
Business email address: EBOWER@MARTINTAX.US				Business phone number: 772-288-5973	
Job title: ONLINE SPECIALIST					
Employed by: MARTIN 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: MARTIN COUNTY TAX COLLECTOR					
Your Title: ONLINE SPECIALIST				Employment Dates: 04/08/2019 TO 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
TC0037C	TCC 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: 				Date: 04/30/2025	

**FLORIDA**

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

N. 10/21
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Effective 10/21
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http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying

☒ **Initial Certification** - \$25 fee ☐ **Annual Recertification** - \$5 fee ☐ **Reinstatement of Certification** - \$5 fee

Applicant Information

Applicant's name (as you would like it to appear on the certificate): ELIZABETH BOWER

Business email address: EBOWER@MARTINTAX.US

Business phone number: 772-288-5973

Job title: ONLINE SPECIALIST

Employed by: MARTIN 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:

☐ Certified Florida Appraiser ☐ Certified Florida Evaluator ☐ Certified Cadastralist of Florida
☐ Certified Florida Collector ☒ 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: MARTIN COUNTY TAX COLLECTOR

Your Title: ONLINE SPECIALIST

Employment Dates: 04/08/2019 TO CURRENT

Employer:

Your Title:

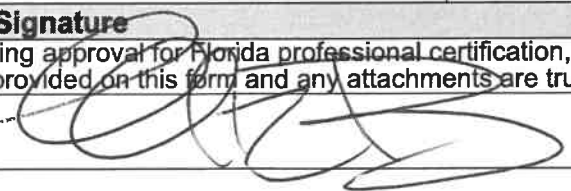
Employment Dates:

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
TCC0016C	TRAVEL DOCUMENTS	.75	TCC0018C	CDL MODULE 1	2.5
TCC0017C	US IMMIGRATION DOCUMNETS	.75	TC0019C	CDL MODULE 2	.75

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: 04/30/2025



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

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N. 10/21
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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

☒ **Initial Certification** - \$25 fee ☐ **Annual Recertification** - \$5 fee ☐ **Reinstatement of Certification** - \$5 fee

Applicant Information

Applicant's name (as you would like it to appear on the certificate): Elizabeth Bower

Business email address: ebower@martintax.us

Business phone number: 772-288-5973

Job title: Online Specialist

Employed by: Martin 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:

☐ Certified Florida Appraiser ☐ Certified Florida Evaluator ☐ Certified Cadastralist of Florida
☐ Certified Florida Collector ☒ 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: Martin County Tax Collector

Your Title: Online Specialist

Employment Dates: 04/08/2019 to 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
TC0040C	TCC501-DUTIES AND RESPONSIBILITIES	.50	TCC042C	TCC504-COLLECTION OF LICENSES TAXES AND FEES	.50
TC0041C	TCC502-LEADERSHIP AND MANAGEMENT SKILLS	.50	TCC0039C	TCC003-CUSTOMER SERVICE TRAINING	5

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: 04/30/2025



**Application for
Florida Professional Certification**
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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

☒ **Initial Certification - \$25 fee** ☐ **Annual Recertification - \$5 fee** ☐ **Reinstatement of Certification - \$5 fee**

Applicant Information

Applicant's name (as you would like it to appear on the certificate): Elizabeth Bower

Business email address: ebower@martintax.us

Business phone number: 772-288-5973

Job title: Online Specialist

Employed by: Martin 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:

☐ Certified Florida Appraiser ☐ Certified Florida Evaluator ☐ Certified Cadastralist of Florida
☐ Certified Florida Collector ☒ 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: Martin County Tax Collector

Your Title: Online Specialist

Employment Dates: 04/08/2019 to 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
TC0038C	TC002-EFFECTIVE DECISION	10	TC0002C	DRIVER LICENSE AND ID CARDS	.75
TCC001C	COUNTERFEITS AND ALERATIONS	.75	TCC0003c	VEHICLE IDENTIFICATION DOCUMENTS	.50

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: 04/30/2025

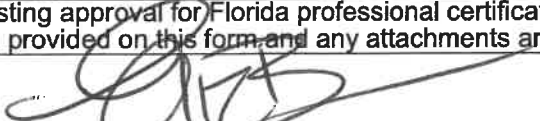


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
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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): Elizabeth Bower					
Business email address: ebower@martintax.us			Business phone number: 772-288-5973		
Job title: Online Specialist					
Employed by: Martin 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: Martin County Tax Collector					
Your Title: Online Specialist			Employment Dates: 04/08/2019 to 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
TCC0004C	EXPANDING AND REVIEW	.50	TCC0006C	CANADIAN BIRTH CERTIFICATES, DRIVER AND VEHICLE DOC	.75
TCC0005C	BIRTH CERTIFICATES	.50	TCC0007C	CANADIAN TRAVEL, CITIZENSHIP, AND IMMIGRATION DOC	1.0
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: 04/30/2025	



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Reason for Applying

☒ **Initial Certification** - \$25 fee ☐ **Annual Recertification** - \$5 fee ☐ **Reinstatement of Certification** - \$5 fee

Applicant Information

Applicant's name (as you would like it to appear on the certificate): Elizabeth Bower

Business email address: ebower@martintax.us

Business phone number: 772-288-5973

Job title: Online Specialist

Employed by: Martin 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:

☐ Certified Florida Appraiser ☐ Certified Florida Evaluator ☐ Certified Cadastralist of Florida
☐ Certified Florida Collector ☒ 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: Martin County Tax Collector

Your Title: Online Specialist

Employment Dates: 04/08/2019 to 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
TCC0008C	INTERNAL FRAUD FOR STAFF	.75	TC0010C	INTRODUCTION TO FRAUD	1.0
TCC0009C	INTRODUCTION TO COVERT FEATURES	.75	TC0011C	MEXICAN DOCUMENTS	.75

Applicant Signature

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Signature: 

Date: 04/30/2025



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Business email address: ebower@martintax.us

Business phone number: 772-288-5973

Job title: Online Specialist

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Employer: Martin County Tax Collector

Your Title: Online Specialist

Employment Dates: 04/08/2019 to current

Employer:

Your Title:

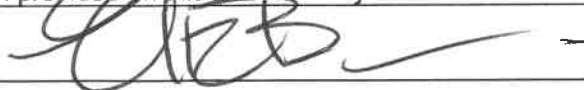
Employment Dates:

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
TCC0012C	MILITARY ID CARDS	.50	TC0014C	SECURITY FEATURES	1.0
TCC0013C	PEOPLE AND ACTION	.75	TC0015C	SOCIAL SECURITY CARDS	.50

Applicant Signature

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Signature: 

Date: 04/30/2025



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☐ Certified Florida Appraiser ☐ Certified Florida Evaluator ☐ Certified Cadastralist of Florida
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Your Title: Online Specialist

Employment Dates: 04/08/2019 to current

Employer:

Your Title:

Employment Dates:

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No.	Course Title	Hours	No.	Course Title	Hours
TCC0020C	CDL MODULE 3	.75	TCC0044C	HEAVY VEHICLE USE TAX	1.0
TCC0021C	CDL MODULE 4	.75	TCC0045C	CYBER SECURITY AWARENESS TRAINING	.50

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: 04/30/2025

This certificate is awarded to

ELIZABETH BOWER

for the successful completion of

Heavy Vehicle Use Tax (HVUT) - 2019

by FLHSMV

1 Hours 0 Minutes

Date of Course Completion: 10/16/2019

This certificate is awarded to

ELIZABETH BOWER

for the successful completion of

AAMVA FDR 2018: Canadian Birth Certificates, Driver and Vehicle Docs

by External Training

0 Hours 45 Minutes

Date of Course Completion: 3/19/2020

This certificate is awarded to

ELIZABETH BOWER

for the successful completion of

AAMVA FDR 2018: Driver Licenses and ID Cards

by External Training

0 Hours 45 Minutes

Date of Course Completion: 3/19/2020

This certificate is awarded to

ELIZABETH BOWER

for the successful completion of

AAMVA FDR 2018: Canadian Travel, Citizenship, and Immigration Documents

by External Training

1 Hours 0 Minutes

Date of Course Completion: 3/28/2022

This certificate is awarded to

ELIZABETH BOWER

for the successful completion of

AAMVA CDL 2021: Module 1 - Introduction to CDL Licensing

by MS

2 Hours 30 Minutes

Date of Course Completion: 3/30/2022

This certificate is awarded to

ELIZABETH BOWER

for the successful completion of

AAMVA FDR 2020: Counterfeits and Alterations

by External Training

0 Hours 45 Minutes

Date of Course Completion: 3/31/2022

This certificate is awarded to

ELIZABETH BOWER

for the successful completion of

AAMVA FDR 2020: Vehicle Identification Documents

by External Training

0 Hours 30 Minutes

Date of Course Completion: 3/31/2022

This certificate is awarded to

ELIZABETH BOWER

for the successful completion of

AAMVA FDR 2018: Mexican Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/11/2022

This certificate is awarded to

ELIZABETH BOWER

for the successful completion of

AAMVA FDR 2020: Expanding the Review

by External Training

0 Hours 30 Minutes

Date of Course Completion: 5/12/2022

This certificate is awarded to

ELIZABETH BOWER

for the successful completion of

AAMVA FDR 2020: Internal Fraud for Staff

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/12/2022

This certificate is awarded to

ELIZABETH BOWER

for the successful completion of

AAMVA FDR 2020: Birth Certificates

by External Training

0 Hours 30 Minutes

Date of Course Completion: 5/12/2022

This certificate is awarded to

ELIZABETH BOWER

for the successful completion of

AAMVA FDR 2020: Military ID Cards

by External Training

0 Hours 30 Minutes

Date of Course Completion: 5/13/2022

This certificate is awarded to

ELIZABETH BOWER

for the successful completion of

AAMVA FDR 2020: Introduction to Covert Features

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/13/2022

This certificate is awarded to

ELIZABETH BOWER

for the successful completion of

AAMVA FDR 2020: Introduction to Fraud

by External Training

1 Hours 0 Minutes

Date of Course Completion: 5/13/2022

This certificate is awarded to

ELIZABETH BOWER

for the successful completion of

AAMVA FDR 2020: Travel Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/25/2022

This certificate is awarded to

ELIZABETH BOWER

for the successful completion of

AAMVA FDR 2020: Security Features

by External Training

1 Hours 0 Minutes

Date of Course Completion: 5/25/2022

This certificate is awarded to

ELIZABETH BOWER

for the successful completion of

AAMVA FDR 2020: People and Actions

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/25/2022

This certificate is awarded to

ELIZABETH BOWER

for the successful completion of

AAMVA FDR 2020: Social Security Cards

by External Training

0 Hours 30 Minutes

Date of Course Completion: 5/25/2022

This certificate is awarded to

ELIZABETH BOWER

for the successful completion of

AAMVA FDR 2020: US Immigration Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/26/2022

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

Certifies that

Elizabeth Bower

has successfully completed

**TCC 504 - COLLECTION OF LICENSES,
TAXES, AND FEES**

Course Number: TC-0042C

June 21-24, 2022
30 credit hours



This certificate is awarded to

ELIZABETH BOWER

for the successful completion of

AAMVA CDL 2024: Module 2 - Overview of the CDL Tests

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/16/2024

This certificate is awarded to

ELIZABETH BOWER

for the successful completion of

AAMVA CDL 2024: Module 3 - CDL Knowledge Tests Overview

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/16/2024

This certificate is awarded to

ELIZABETH BOWER

for the successful completion of

AAMVA CDL 2024: Module 4 - CKE End-of-Course Exam Overview

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/16/2024

This certificate is awarded to

ELIZABETH BOWER

for the successful completion of

Information and Cyber Security Awareness for External Entities - 2024

by FLHSMV

0 Hours 30 Minutes

Date of Course Completion: 8/8/2024

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

Certifies that

Elizabeth Bower

has successfully completed

**TCC 502 - LEADERSHIP AND MANAGEMENT
SKILLS IN A FLORIDA TAX COLLECTOR'S
OFFICE**

Course Number: TC-0041C

October 2, 2024
30 credit hours





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

Certifies that

Elizabeth Bower

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C

March 3, 2025
30 credit hours





Congratulations,

Elizabeth Bower

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

March 28, 2025
5 credit hours





Congratulations,

Elizabeth Bower

on completing

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

Course Number: TC-0038C

on

April 3, 2025
10 credit hours





Congratulations,

Elizabeth Bower

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

April 30, 2025
15 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Beth Brown
Previous Name(s)(if applicable):	
Documentation Included:	
County: Pasco	Job Title: Dealer Services Supervisor II
Certification Requested:	Certified Florida Collector Assistant
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>
Certification Date:	05/01/25

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: 03/05/14	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 504 - Collection of Licenses, Taxes and Fees	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 001 - Bankruptcy	15	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
AAMVA - Expanding the Review	0.75	Attended Course
AAMVA - U.S. Immigration Documents	0.50	Attended Course
AAMVA - Driver License and ID Cards	0.75	Attended Course
AAMVA - Canadian Birth Certificates, Drive and Vehicle Documents	0.75	Attended Course
AAMVA - Vehicle Identification Documents	0.50	Attended Course
AAMVA - Introduction to Fraud	1	Attended Course
AAMVA - Birth Certificates	0.50	Attended Course
AAMVA - Canadian Travel, Citizenship and Immigration Documents	1	Attended Course
AAMVA - Security Features	1	Attended Course
Total Hours	96.75	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes: Total hours: 120.50



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Beth Brown
Previous Name(s)(if applicable):	
Documentation Included:	
County: Pasco	Job Title: Dealer Services Supervisor II
Certification Requested:	Certified Florida Collector Assistant
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>
Certification Date:	05/01/25

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: 03/05/14	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
90-hours per 12D-19.003(3)(b)		
AAMVA - People and Actions	0.75	Attended Course
AAMVA - Internal Fraud for Staff	0.75	Attended Course
AAMVA - Introduction to Covert Features	0.75	Attended Course
AAMVA - Social Security Cards	0.50	Attended Course
AAMVA - Travel Documents	0.75	Attended Course
AAMVA - CDL Module 1	2.5	Attended Course
AAMVA - CDL Module 2	0.75	Attended Course
AAMVA - CDL Module 3	0.75	Attended Course
AAMVA - CDL Module 4	0.75	Attended Course
FLHSMV - Driver License Preparatory Training (Online)	12	Attended Course
FLHSMV - Heavy Vehicle Use Tax	1	Attended Course
AAMVA - Military ID Cards	0.50	Attended Course
FLHSMV - Information and Cyber Security Awareness Training	0.50	Attended Course
Total Hours	22.25	

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

Notes:



Name to Appear on Certificate:	Beth Brown		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Pasco	Job Title: Dealer Services Supervisor II		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="checked" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	05/01/25		

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: 03/05/14		To: Present
From:		To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
90-hours per 12D-19.003(3)(b)		
AAMVA - Mexican Documents	0.75	Attended Course
AAMVA - Counterfeits and Alterations	0.75	Attended Course
Total Hours	1.5	

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



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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): Beth Brown					
Business email address: bbrown@pascotaxes.com			Business phone number: 727-847-8165		
Job title: Dealer Services Supervisor II					
Employed by: Pasco 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: Pasco County Tax Collector					
Your Title: Dealer Services Supervisor II			Employment Dates: 03/05/2014 - current		
Employer:					
Your Title:			Employment Dates:		
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No.	Course Title	Hours	No.	Course Title	Hours
TC0037C	TCC001 - Bankruptcy	15	TC0041C	TCC502- Management of TC Office	30
TC0038C	TCC002 - Effective Decision Making	10	TC0042C	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: <i>Beth Brown</i>			Date: 4-14-2025		



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Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Beth Brown					
Business email address: bbrown@pascotaxes.com			Business phone number: 727-847-8165		
Job title: Dealer Services Supervisor II					
Employed by: Pasco 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: Pasco County Tax Collector					
Your Title: Dealer Services Supervisor II			Employment Dates: 03/05/2014 - 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
TC0003	TCC003 - Customer Service	5.00			
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>Beth Brown</i>			Date: 4-14-2025		



**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
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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): Beth Brown					
Business email address: bbrown@pascotaxes.com			Business phone number: 727-847-8165		
Job title: Dealer Services Supervisor II					
Employed by: Pasco 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: Pasco County Tax Collector					
Your Title: Dealer Services Supervisor II			Employment Dates: 03/05/2014 - 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
TC0021C	CDL Module 4	1.75	TC0044C	Heavy Vehicle Use Tax	1.00
TC0025C	D & Preparatory Training	12.00	TC0045C	Info + Cyber Security Train	.50
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>Beth Brown</i>				Date: 4-14-2025	



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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): Beth Brown					
Business email address: bbrown@pascotaxes.com			Business phone number: 727-847-8165		
Job title: Dealer Services Supervisor II					
Employed by: Pasco 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:					
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Employer:					
Your Title:			Employment Dates:		
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No.	Course Title	Hours	No.	Course Title	Hours
TC003C	People and Actions	.75	TC005E	Social Security Cards	.50
TC004C	Security Features	1.00	TC006C	Travel Documents	.75
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: Beth Brown				Date: 4-14-2025	



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Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Beth Brown					
Business email address: bbrown@pascotaxes.com				Business phone number: 727-847-8165	
Job title: Dealer Services Supervisor II					
Employed by: Pasco 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	
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Employer: Pasco County Tax Collector					
Your Title: Dealer Services Supervisor II				Employment Dates: 03/05/2014 - current	
Employer:					
Your Title:				Employment Dates:	
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No.	Course Title	Hours	No.	Course Title	Hours
TC0009C	Intro to Covert Features	1.75	TC0011C	Mexican Documents	1.75
TC0010C	Intro to Fraud	1.00	TC012C	Military ID Cards	1.50
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>Beth Brown</i>				Date: 4-14-2025	



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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): <u>Beth Brown</u>					
Business email address: <u>bbrown@pascotaxes.com</u>				Business phone number: <u>727-847-8165</u>	
Job title: <u>Dealer Services Supervisor II</u>					
Employed by: <u>Pasco County Tax Collector</u>					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
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Employer: <u>Pasco County Tax Collector</u>					
Your Title: <u>Dealer Services Supervisor II</u>				Employment Dates: <u>03/05/2014 - current</u>	
Employer:					
Your Title:				Employment Dates:	
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No.	Course Title	Hours	No.	Course Title	Hours
<u>TC00000</u>	<u>Birth Certificates</u>	<u>.50</u>	<u>TC00070</u>	<u>Canadian Travel</u>	<u>1.00</u>
<u>TC00000</u>	<u>Canadian Birth Certificates</u>	<u>.75</u>	<u>TC00080</u>	<u>Internal Fraud Staff</u>	<u>.75</u>
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: <u>Beth Brown</u>				Date: <u>4-14-2025</u>	



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Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Beth Brown					
Business email address: bbrown@pascotaxes.com			Business phone number: 727-847-8165		
Job title: Dealer Services Supervisor II					
Employed by: Pasco County Tax Collector					
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No.	Course Title	Hours	No.	Course Title	Hours
TC00016	Counterfeits + Alterations	.75	TC00036	Vehicle ID Documents	.50
TC00020	Driver License + ID Cards	.75	TC00040	Expanding the Review	.75
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>Beth Brown</i>			Date: 4-14-2025		



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Reason for Applying					
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Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Beth Brown					
Business email address: bbrown@pascotaxes.com			Business phone number: 727-847-8165		
Job title: Dealer Services Supervisor II					
Employed by: Pasco 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			
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Employer: Pasco County Tax Collector					
Your Title: Dealer Services Supervisor II			Employment Dates: 03/05/2014 - current		
Employer:					
Your Title:			Employment Dates:		
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No.	Course Title	Hours	No.	Course Title	Hours
TC0017C	US Immigration Documents	1.50	TC0019C	CDL Module 2	1.75
TC0048C	CDL Module 1	2.50	TC0020C	CDL Module 3	1.75
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>Beth Brown</i>				Date: 4-14-2025	

This certificate is awarded to

BETH BROWN

for the successful completion of

AAMVA FDR 2018: Expanding the Review

by External Training

0 Hours 45 Minutes

Date of Course Completion: 11/2/2018

This certificate is awarded to

BETH BROWN

for the successful completion of

AAMVA FDR 2019: US Immigration Documents

by External Training

0 Hours 30 Minutes

Date of Course Completion: 3/26/2020

This certificate is awarded to

BETH BROWN

for the successful completion of

AAMVA FDR 2019: Driver Licenses and ID Cards

by External Training

0 Hours 45 Minutes

Date of Course Completion: 3/27/2020

This certificate is awarded to

BETH BROWN

for the successful completion of

AAMVA FDR 2019: Canadian Birth Certificates, Driver, and Vehicle Docs

by External Training

0 Hours 45 Minutes

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

Certifies that

Beth Brown

has successfully completed

**TCC 504 - COLLECTION OF LICENSES,
TAXES, AND FEES**

Course Number: TC-0042C

June 21-24, 2022
30 credit hours



This certificate is awarded to

BETH BROWN

for the successful completion of

Information and Cyber Security Awareness for External Entities - 2022

by FLHSMV

0 Hours 30 Minutes

Date of Course Completion: 8/18/2022

This certificate is awarded to

BETH BROWN

for the successful completion of

AAMVA FDR 2020: Vehicle Identification Documents

by External Training

0 Hours 30 Minutes

Date of Course Completion: 6/21/2023

This certificate is awarded to

BETH BROWN

for the successful completion of

AAMVA FDR 2020: Introduction to Fraud

by External Training

1 Hours 0 Minutes

This certificate is awarded to

BETH BROWN

for the successful completion of

AAMVA FDR 2020: Birth Certificates

by External Training

0 Hours 30 Minutes

This certificate is awarded to

BETH BROWN

for the successful completion of

AAMVA FDR 2020: Canadian Travel, Citizenship, and Immigration Docs

by External Training

1 Hours 0 Minutes

Date of Course Completion: 6/21/2023

This certificate is awarded to

BETH BROWN

for the successful completion of

AAMVA FDR 2020: Security Features

by External Training

1 Hours 0 Minutes

Date of Course Completion: 7/7/2023

This certificate is awarded to

BETH BROWN

for the successful completion of

AAMVA FDR 2020: People and Actions

by External Training

0 Hours 45 Minutes

Date of Course Completion: 7/7/2023

This certificate is awarded to

BETH BROWN

for the successful completion of

AAMVA FDR 2020: Internal Fraud for Staff

by External Training

0 Hours 45 Minutes

Date of Course Completion: 7/7/2023

This certificate is awarded to

BETH BROWN

for the successful completion of

AAMVA FDR 2020: Introduction to Covert Features

by External Training

0 Hours 45 Minutes

Date of Course Completion: 7/7/2023

This certificate is awarded to

BETH BROWN

for the successful completion of

AAMVA FDR 2020: Social Security Cards

by External Training

0 Hours 30 Minutes

Date of Course Completion: 7/7/2023

This certificate is awarded to

BETH BROWN

for the successful completion of

AAMVA FDR 2020: Travel Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 7/7/2023

This certificate is awarded to

BETH BROWN

for the successful completion of

AAMVA CDL 2021: Module 1 - Introduction to CDL Licensing

by MS

2 Hours 30 Minutes

Date of Course Completion: 7/7/2023

This certificate is awarded to

BETH BROWN

for the successful completion of

AAMVA CDL 2021: Module 2 - Overview of the CDL Tests

by MS

0 Hours 45 Minutes

This certificate is awarded to

BETH BROWN

for the successful completion of

AAMVA CDL 2021: Module 3 - CDL Knowledge Tests Overview

by MS

0 Hours 45 Minutes

This certificate is awarded to

BETH BROWN

for the successful completion of

AAMVA CDL 2021: Module 4 - CKE End-of-Course Exam Overview

by MS

0 Hours 45 Minutes



This certificate is awarded to

BETH BROWN

for the successful completion of

Driver License Preparatory Training - OLT

by FLHSMV

12 Hours

Date of Course Completion: 8/1/2023

This certificate is awarded to

BETH BROWN

for the successful completion of

Heavy Vehicle Use Tax (HVUT) - 2021

by FLHSMV

1 Hours 0 Minutes

This certificate is awarded to

BETH BROWN

for the successful completion of

AAMVA FDR 2020: Military ID Cards

by External Training

0 Hours 30 Minutes

This certificate is awarded to

BETH BROWN

for the successful completion of

AAMVA FDR 2020: Mexican Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 8/31/2023

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

Certifies that

Beth Brown

has successfully completed

**TCC 502 - MANAGEMENT OF A FLORIDA
TAX COLLECTOR'S OFFICE**

Course Number: TC-0041C

September 18-21, 2023
30 credit hours



This certificate is awarded to

BETHANY BROWN

for the successful completion of

AAMVA FDR 2024: Counterfeits and Alterations

by External Training

0 Hours 45 Minutes

Date of Course Completion: 2/21/2024



Congratulations,

Beth Brown

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

March 14, 2025
15 credit hours





Congratulations,

Beth Brown

on completing

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

Course Number: TC-0038C

on

March 28, 2025
10 credit hours





Congratulations,

Beth Brown

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

April 11, 2025
5 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Traci Cade		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Taylor	Job Title: Deputy Tax Collector		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	04/01/25		

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: 03/13/23	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:

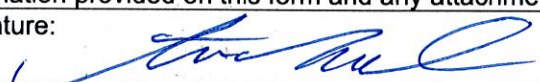


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Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Traci Cade					
Business email address: tcade@taylorcountytaxcollector.com			Business phone number: 850-838-3517		
Job title: Deputy Tax Collector					
Employed by: Taylor 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	
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Employer: Taylor County Tax Collector					
Your Title: Deputy Tax Collector			Employment Dates: 03/13/2023 - 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
TC-0040C	TCC 501-Duties and Responsibilities of Florida Tax Collectors	30	TC-0037C	TCC 001- Bankruptcy	15
TC-0042C	TCC 504- Collection of Licenses, Taxes, and Fees	30	TC-0039C	TCC 003 - Customer Service Training	5
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: 03/13/25	



**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
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TC

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

☒ **Initial Certification** - \$25 fee ☐ **Annual Recertification** - \$5 fee ☐ **Reinstatement of Certification** - \$5 fee

Applicant Information

Applicant's name (as you would like it to appear on the certificate): Traci Cade

Business email address: tcade@taylorcountytaxcollector.com

Business phone number: 850-838-3517

Job title: Deputy Tax Collector

Employed by: Taylor 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:

☐ Certified Florida Appraiser ☐ Certified Florida Evaluator ☐ Certified Cadastralist of Florida
☐ Certified Florida Collector ☒ 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: Taylor County Tax Collector

Your Title: Deputy Tax Collector

Employment Dates: 03/13/2023 - 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
TC-0038C	TCC 002 - Effective Decision-Making in the Workplace	10	TC-0036C	TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	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:

03/13/25

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

Certifies that

Traci Cade

has successfully completed

**TCC 501 - DUTIES AND RESPONSIBILITIES
OF FLORIDA TAX COLLECTORS**

Course Number: TC-0040C

February 27 - March 1, 2024
30 credit hours



Congratulations,

Traci Cade

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

May 13, 2024
15 credit hours



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

Certifies that

Traci Cade

has successfully completed

**TCC 504 - COLLECTION OF LICENSES,
TAXES, AND FEES**

Course Number: TC-0042C

June 24-27, 2024
30 credit hours



Congratulations,

Traci Cade

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

January 14, 2025

5 credit hours





Congratulations,

Traci Cade

on completing

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

Course Number: TC-0038C

on

March 5, 2025
10 credit hours





Congratulations,

Traci Cade

on completing

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

Course Number: TC-0036C

on

March 10, 2025
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 Carlos		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Manatee		Job Title: Associate II	
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>		Reinstatement: <input type="checkbox"/>	
Certification Date:	04/01/25		

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: 09/08/22	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 503 - Collection and Distribution of Property Taxes and Special Assessments	30	Attended Course
FLHSMV - Driver License Preparatory Training (Instructor Led)	64	Attended Course
Total Hours	124	

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 CARLOS					
Business email address: ASHLEYC@taxcollector.com			Business phone number: 941.741.4800		
Job title: ASSOCIATE II					
Employed by: MANATEE 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: MANATEE COUNTY TAX COLLECTOR					
Your Title: ASSOCIATE II			Employment Dates: 09/08/2022 - 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
TC-0040C	TCC 501 Duties & Responsibilities of Florida Tax Collectors	30	TC-0024C	Driver's License Preparatory Training	64
TC-0036C	TCC 503 Collection & Distributions of Property Taxes & Special Assessments	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: Carlos.Ashley			Digitally signed by Carlos.Ashley Date: 2025.03.13 14:13:54 -04'00'		Date:



This certificate is awarded to

ASHLEY CARLOS

for the successful completion of

Driver License Preparatory Training - TC Instructor-Led Training

by Certified Tax Collector Trainers

64 Hours 00 Minutes

Date of Course Completion: 3/1/2023

Congratulations,

Ashley Carlos

on completing

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

Course Number: TC-0036C

on

July 14, 2023
30 credit hours





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

Certifies that

Ashley Carlos

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C

March 3, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Doris E. Cruz		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Collier	Job Title: Customer Service Specialist / MV		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	04/01/25		

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: 01/01/96	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 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
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TC

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): Doris E. Cruz					
Business email address: dcruz@colliertax.com			Business phone number: 239-252-8792		
Job title: Customer Service Specialist/MV					
Employed by: Collier 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: Collier County Tax Collector					
Your Title: Customer Service Specialist/MV			Employment Dates: Jan. 1, 1996- 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
TC-0041C	^{TEL 502} Leadership and Management Skills in Fla. Tax Collectors Office	30	TC-0038C	^{TEL 002} Effective Decision Making	10
TC-0039C	^{TEL 001} Customer Service Training	5	TC-0037C	^{TEL 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: 				Date: 03/12/2025	

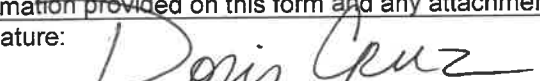


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
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TC

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): Doris E Cruz					
Business email address: dcruz@colliertax.com			Business phone number: 239-252-8792		
Job title: Customer Service Specialist/ MV					
Employed by: Collier 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: Collier County Tax Collector					
Your Title: Customer Service Specialist/MV			Employment Dates: January 1, 1996-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
TC-0036C	TCC503 Collection and Dist. of Property Taxes	30	TC-0040C	TCC501 Duties and Responsibilities of Florida Tax Collectors	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: 03/12/2025	

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



Certificate of Completion

Doris Cruz

MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE

TCC 502, 30 Hours

September 13-16, 2021

Congratulations,

Doris Cruz

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

July 15, 2024
5 credit hours



Congratulations,

Doris Cruz

on completing

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

Course Number: TC-0038C

on

July 16, 2024
10 credit hours



Congratulations,

Doris Cruz

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

July 18, 2024
15 credit hours



Congratulations,

Doris Cruz

on completing

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

Course Number: TC-0036C

on

August 5, 2024
30 credit hours





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

Certifies that

Doris Cruz

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C

March 4, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Georgia DaCosta		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Broward	Job Title: Client Services Supervisor		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	04/01/25		

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: 11/19/17	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
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TC

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): Georgia DaCosta					
Business email address: gdacosta@browardtax.org			Business phone number: 954 797 8780		
Job title: Client Services Supervisor					
Employed by: Broward 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: Broward County Tax Collector					
Your Title: Client Services Supervisor			Employment Dates: November 19, 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
TC-0040C	TCC 501 – Duties and Responsibilities of Florida Tax Collectors	30	TC-0036C	TCC 503 – Collection and Distribution of Property Taxes and Special Assessments	30
TC-0041C	TCC 502 – Leadership and Management Skills in a Florida Tax Collector's Office	30	TC-0042C	TCC 504 – Collection of Licenses, Taxes, 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: GEORGIA M. DACOSTA			Digitally signed by GEORGIA M. DACOSTA Date: 2025.03.11 13:04:16 -04'00'		Date: 03/11/2025

Congratulations,
Georgia Dacosta

on completing

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

Course Number: TC-0036C

on

April 24, 2024
30 credit hours



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

Certifies that

Georgia Dacosta

has successfully completed

**TCC 504 - COLLECTION OF LICENSES,
TAXES, AND FEES**

Course Number: TC-0042C

July 24, 2024
30 credit hours



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

Certifies that

Georgia Dacosta

has successfully completed

**TCC 502 - LEADERSHIP AND MANAGEMENT
SKILLS IN A FLORIDA TAX COLLECTOR'S
OFFICE**

Course Number: TC-0041C

October 2, 2024
30 credit hours





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

Certifies that

Georgia Dacosta

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C

March 4, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Lacey Davis		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Manatee		Job Title: Associate III	
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>		Reinstatement: <input type="checkbox"/>	
Certification Date:	04/01/25		

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: 06/02/23	To: Present
From: 6/4/12	To: 8/5/16

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 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
FLHSMV - Driver License Preparatory Training (Instructor Led)	64	Attended Course
Total Hours	124	

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): LACEY DAVIS					
Business email address: LACEYD@taxcollector.com			Business phone number: 941.741.4800		
Job title: ASSOCIATE III					
Employed by: MANATEE 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: MANATEE COUNTY TAX COLLECTOR					
Your Title: ASSOCIATE III			Employment Dates: 06/02/2023 - PRESENT		
Employer: MANATEE COUNTY TAX COLLECTOR					
Your Title: ASSOCIATE III			Employment Dates: 06/04/2012-08/05/2016		
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
TC-0040C	TCC 501 Duties & Responsibilities of Florida Tax Collectors	30	TC-0024C	Driver's License Preparatory Training	64
			TC-0042C	TCC 504 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: Davis.Lacey			Digitally signed by Davis.Lacey Date: 2025.03.12 11:01:10 -04'00'		Date: 03/12/2025



This certificate is awarded to

LACEY DAVIS

for the successful completion of

Driver License Preparatory Training - TC Instructor-Led Training

by Certified Tax Collector Trainers

64 Hours 00 Minutes

Date of Course Completion: 10/4/2023

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

Certifies that

Lacey Davis

has successfully completed

**TCC 504 - COLLECTION OF LICENSES,
TAXES, AND FEES**

Course Number: TC-0042C

June 24-27, 2024
30 credit hours





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

Certifies that

Lacey Davis

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C

March 3, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Diana Diaz		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Lake	Job Title: Customer Representative II		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	04/01/25		

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: 03/06/23	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 503 Collection & Distribution of Property Taxes and Special Assessments	30	Attended Course
90-hours per 12D-19.003(3)(b)		
FLHSMV - Driver License Preparatory Training (Online)	12	Attended Course
FLHSMV - Heavy Vehicle Use Tax	1	Attended Course
AAMVA - Birth Certificates	0.50	Attended Course
AAMVA - Canadian Birth Certificates, Drive and Vehicle Documents	0.75	Attended Course
AAMVA - Counterfeits and Alterations	0.75	Attended Course
AAMVA - Driver License and ID Cards	0.75	Attended Course
AAMVA - Canadian Travel, Citizenship and Immigration Documents	1	Attended Course
AAMVA - Internal Fraud for Staff	0.75	Attended Course
AAMVA - Introduction to Covert Features	0.75	Attended Course
AAMVA - Introduction to Fraud	1	Attended Course
AAMVA - Mexican Documents	0.75	Attended Course
AAMVA - Military ID Cards	0.50	Attended Course
AAMVA - People and Actions	0.75	Attended Course
Total Hours	51.25	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes: Total Hours: 120.33



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Diana Diaz		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Lake	Job Title: Customer Representative II		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	04/01/25		

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: 03/06/23	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
90-hours per 12D-19.003(3)(b)		
AAMVA - Social Security Cards	0.50	Attended Course
AAMVA - Travel Documents	0.75	Attended Course
AAMVA - U.S. Immigration Documents	0.75	Attended Course
AAMVA - Vehicle Identification Documents	0.83	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
AAMVA - CDL Module 1	2.5	Attended Course
TCC 001 - Bankruptcy	15	Attended Course
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
AAMVA - CDL Module 2	0.75	Attended Course
AAMVA - CDL Module 3	0.75	Attended Course
FLHSMV - Information and Cyber Security Awareness Training	0.50	Attended Course
AAMVA - CDL Module 4	0.75	Attended Course
Total Hours	68.08	

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



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

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): Diana Diaz					
Business email address: n/a				Business phone number: 352-343-9602	
Job title: Customer Representative II					
Employed by: Office of The Lake 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: Office of The Lake County Tax Collector					
Your Title: Customer Representative II				Employment Dates: 3/06/2023 - 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
TC-0001C	Counterfeits & Alterations	.75 (45 min)	TC-0003C	Vehicle Identification Documents	.83 (50 min)
TC-0002C	Driver's License & ID Cards	.75 (45 min)	TC-0005C	Birth Certificates	.50 (30 min)
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>Diana Diaz</i>				Date: 03/11/2025	



Application for
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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): Diana Diaz					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Customer Representative II					
Employed by: Office of The Lake County Tax Collector					
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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 The Lake County Tax Collector					
Your Title: Customer Representative II			Employment Dates: 3/06/2023 - 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
TC-0006C	Canadian BC, Driver and Vehicle Documents	.75 (45 min)	TC-0008C	Internal Fraud for Staff	.75 (45 min)
TC-0007C	Canadian Travel, Citizenship, & Immigration Docs	1.0 (60 min)	TC-0009C	Introduction to Covert Features	.75 (45 min)
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: Diana Diaz				Date: 03/11/2025	



Application for
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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): Diana Diaz					
Business email address: n/a				Business phone number: 352-343-9602	
Job title: Customer Representative II					
Employed by: Office of The Lake 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: Office of The Lake County Tax Collector					
Your Title: Customer Representative II				Employment Dates: 3/06/2023 - 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
TC-0010C	Introduction to Fraud	1.0 (60 min)	TC-0012C	Military ID Cards	.50 (30 min)
TC-0011C	Mexican Documents	.75 (45 min)	TC-0013C	People and Actions	.75 (45 min)
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>Diana Diaz</i>				Date: 03/11/2025	



Application for
Florida Professional Certification
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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**

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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): Diana Diaz					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Customer Representative II					
Employed by: Office of The Lake 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>					
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Employer: Office of The Lake County Tax Collector					
Your Title: Customer Representative II			Employment Dates: 3/06/2023 - 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
TC-0014C	Security Features	1.0 (60 min)	TC-0016C	Travel Documents	.75 (45 min)
TC-0015C	Social Security Cards	.50 (30 min)	TC-0017C	U.S. Immigration Documents	.75 (45 min)
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: Diana Diaz				Date: 03/11/2025	



Application for
Florida Professional Certification
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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**

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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): Diana Diaz					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Customer Representative II					
Employed by: Office of The Lake 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: Office of The Lake County Tax Collector					
Your Title: Customer Representative II			Employment Dates: 3/06/2023 - 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
TC-0018C	CDL Module 1	2.5	TC-0020C	CDL Module 3	.75 (45 min)
TC-0019C	CDL Module 2	.75 (45 min)	TC-0021C	CDL Module 4	.75 (45 min)
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: Diana Diaz				Date: 03/11/2025	



Application for
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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): Diana Diaz					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Customer Representative II					
Employed by: Office of The Lake 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: Office of The Lake County Tax Collector					
Your Title: Customer Representative II			Employment Dates: 3/06/2023 - 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
TC0025C	Driver License Preparatory Training Online	12.0	TC0045C	Information & Cyber Security Awareness Training	.50
TC0044C	Heavy Vehicle Use Tax - HVUT	1.0	TC0042C	TCC 504 Collection of Licenses, Taxes & Fees	30.0
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: Diana Diaz				Date: 03/11/2025	



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

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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): Diana Diaz					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Customer Representative II					
Employed by: Office of The Lake 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 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: Office of The Lake County Tax Collector					
Your Title: Customer Representative II			Employment Dates: 3/06/2023 - 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
TC0037C	TCC 001 Bankruptcy	15.0	TC0039C	TCC 003 Customer Service Training	5.0
TC0038C	TC 002 Effective Decision Making in WP	10.0	TC0036C	TCC 503 Coll & Dist of Property Taxes & SA	30.0
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: Diana Diaz				Date: 03/11/2025	



This certificate is awarded to

DIANA DIAZ

for the successful completion of

Driver License Preparatory Training - OLT

by FLHSMV

12 Hours

Date of Course Completion: 4/4/2023



This certificate is awarded to

DIANA DIAZ

for the successful completion of

Heavy Vehicle Use Tax (HVUT) - 2021

by FLHSMV

1 Hours 0 Minutes

Date of Course Completion: 11/29/2023



This certificate is awarded to

DIANA DIAZ

for the successful completion of

AAMVA FDR 2024: Birth Certificates

by External Training

0 Hours 30 Minutes

Date of Course Completion: 4/17/2024



This certificate is awarded to

DIANA DIAZ

for the successful completion of

AAMVA FDR 2024: Canadian Birth Certificates, Driver, and Vehicle Docs

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/17/2024



This certificate is awarded to

DIANA DIAZ

for the successful completion of

AAMVA FDR 2024: Counterfeits and Alterations

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/1/2024



This certificate is awarded to

DIANA DIAZ

for the successful completion of

AAMVA FDR 2024: Driver Licenses and ID Cards

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/1/2024



This certificate is awarded to

DIANA DIAZ

for the successful completion of

AAMVA FDR 2024: Canadian Travel, Citizenship, and Immigration Docs

by External Training

1 Hours 0 Minutes

Date of Course Completion: 5/1/2024



This certificate is awarded to

DIANA DIAZ

for the successful completion of

AAMVA FDR 2024: Internal Fraud for Staff

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/8/2024



This certificate is awarded to

DIANA DIAZ

for the successful completion of

AAMVA FDR 2024: Introduction to Covert Features

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/8/2024



This certificate is awarded to

DIANA DIAZ

for the successful completion of

AAMVA FDR 2024: Introduction to Fraud

by External Training

1 Hours 0 Minutes

Date of Course Completion: 5/8/2024



This certificate is awarded to

DIANA DIAZ

for the successful completion of

AAMVA FDR 2024: Mexican Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/16/2024



This certificate is awarded to

DIANA DIAZ

for the successful completion of

AAMVA FDR 2024: Military ID Cards

by External Training

0 Hours 30 Minutes

Date of Course Completion: 5/16/2024



This certificate is awarded to

DIANA DIAZ

for the successful completion of

AAMVA FDR 2024: People and Actions

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/16/2024



This certificate is awarded to

DIANA DIAZ

for the successful completion of

AAMVA FDR 2024: Social Security Cards

by External Training

0 Hours 30 Minutes

Date of Course Completion: 5/16/2024



This certificate is awarded to

DIANA DIAZ

for the successful completion of

AAMVA FDR 2024: Travel Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/16/2024



This certificate is awarded to

DIANA DIAZ

for the successful completion of

AAMVA FDR 2024: US Immigration Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/16/2024



This certificate is awarded to

DIANA DIAZ

for the successful completion of

AAMVA FDR 2024: Vehicle Identification Documents

by External Training

0 Hours 50 Minutes

Date of Course Completion: 5/17/2024

Congratulations,

Diana Diaz

on completing

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

Course Number: TC-0038C

on

May 26, 2024
10 credit hours



Congratulations,

Diana Diaz

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

May 28, 2024
5 credit hours





This certificate is awarded to

DIANA DIAZ

for the successful completion of

AAMVA CDL 2024: Module 1 - Introduction to CDL Licensing

by External Training

2 Hours 30 Minutes

Date of Course Completion: 5/29/2024

Congratulations,

Diana Diaz

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

June 24, 2024
15 credit hours



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

Certifies that

Diana Diaz

has successfully completed

**TCC 504 - COLLECTION OF LICENSES,
TAXES, AND FEES**

Course Number: TC-0042C

June 24-27, 2024
30 credit hours





This certificate is awarded to

DIANA DIAZ

for the successful completion of

AAMVA CDL 2024: Module 2 - Overview of the CDL Tests

by External Training

0 Hours 45 Minutes

Date of Course Completion: 7/10/2024



This certificate is awarded to

DIANA DIAZ

for the successful completion of

Information and Cyber Security Awareness for External Entities - 2024

by FLHSMV

0 Hours 30 Minutes

Date of Course Completion: 7/10/2024



This certificate is awarded to

DIANA DIAZ

for the successful completion of

AAMVA CDL 2024: Module 3 - CDL Knowledge Tests Overview

by External Training

0 Hours 45 Minutes

Date of Course Completion: 7/11/2024



This certificate is awarded to

DIANA DIAZ

for the successful completion of

AAMVA CDL 2024: Module 4 - CKE End-of-Course Exam Overview

by External Training

0 Hours 45 Minutes

Date of Course Completion: 7/19/2024



This certificate is awarded to

DIANA DIAZ

for the successful completion of

AAMVA FDR 2024: Security Features

by External Training

1 Hours 0 Minutes

Date of Course Completion: 8/29/2024

Congratulations,

Diana Diaz

on completing

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

Course Number: TC-0036C

on

December 22, 2024
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Billie Jo Donahue-Willix		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Manatee	Job Title: Associate II		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	04/01/25		

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: 09/08/22	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 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
FLHSMV - Driver License Preparatory Training (Instructor Led)	64	Attended Course
Total Hours	124	

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): BILLIE JO DONAHUE-WILLIX					
Business email address: BILLIED@taxcollector.com			Business phone number: 941.741.4800		
Job title: ASSOCIATE II					
Employed by: MANATEE 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: MANATEE COUNTY TAX COLLECTOR					
Your Title: ASSOCIATE II			Employment Dates: 09/08/2022 - 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
TC-0040C	TCC 501 Duties & Responsibilities of Florida Tax Collectors	30	TC-0024C	Driver's License Preparatory Training	64
			TC-0042C	TCC 504 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: Donahue-Willix.Billie			Date: 03/11/2025		
Digitally signed by Donahue-Willix.Billie Date: 2025.03.11 16:47:28 -04'00'					



This certificate is awarded to

BILLIE DONAHUE-WILLIX

for the successful completion of

Driver License Preparatory Training - TC Instructor-Led Training

by Certified Tax Collector Trainers

64 Hours 00 Minutes

Date of Course Completion: 3/1/2023

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

Certifies that

Billie Donahue-willix

has successfully completed

**TCC 504 - COLLECTION OF LICENSES,
TAXES, AND FEES**

Course Number: TC-0042C

June 24-27, 2024
30 credit hours





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

Certifies that

Billie Donahue-willix

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C

March 4, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Eric Fernandez		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Dade		Job Title: Divison Director Finance & Accounting	
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>		Reinstatement: <input type="checkbox"/>	
Certification Date:	04/01/25		

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: 01/02/23	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 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

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Effective 10/21
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TC

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): Eric Fernandez					
Business email address: Eric.Fernandez@miamidade.gov			Business phone number: 305-375-1594		
Job title: Division Director Finance & Accounting					
Employed by: Miami-Dade County Office of the 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: Miami Dade County Tax Collector					
Your Title: Accountant 3			Employment Dates: 1/2/23 - 7/1/24		
Employer: Miami Dade County Tax Collector					
Your Title: Division Director			Employment Dates: 7/1/24 - 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
TC0040C	TCC 501 Duties and Responsibilities of Florida Tax Collectors	30	TC0036C	TCC 503 Collection and Distribution of Property Taxes and Special Assessments	30
TC0041C	TCC 502 Leadership and Management Skills in a Florida Tax Collector's Office	30	TC0037C	TCC 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: Eric Fernandez		Digitally signed by Eric Fernandez Date: 2025.03.25 14:26:50 -04'00'		Date:	



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

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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): Eric Fernandez					
Business email address: Eric.Fernandez@miamidade.gov			Business phone number: 305-375-1594		
Job title: Division Director Finance & Accounting					
Employed by: Miami-Dade County Office of the 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: Miami Dade County Tax Collector					
Your Title: Accountant 3			Employment Dates: 1/2/23 - 7/1/24		
Employer: Miami Dade County Tax Collector					
Your Title: Division Director			Employment Dates: 7/1/24 - 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
TC0038C	TCC 002 Effective Decision-Making in the Workplace	10			
TC0039C	TCC 003 Customer Service	5			
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: Eric Fernandez		Digitally signed by Eric Fernandez Date: 2025.03.25 14:24:44 -04'00'		Date:	

Congratulations,

Eric Fernandez

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

June 5, 2023
15 credit hours



Congratulations,

Eric Fernandez

on completing

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

Course Number: TC-0038C

on

June 15, 2023
10 credit hours



Congratulations,

Eric Fernandez

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

June 21, 2023

5 credit hours



Congratulations,
Eric Fernandez

on completing

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

Course Number: TC-0036C

on

June 28, 2023
30 credit hours



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

Certifies that

Eric Fernandez

has successfully completed

**TCC 502 - LEADERSHIP AND MANAGEMENT
SKILLS IN A FLORIDA TAX COLLECTOR'S
OFFICE**

Course Number: TC-0041C

September 23, 2024
30 credit hours





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

Certifies that

Eric Fernandez

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C

March 5, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Stephanie Gaitan		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Dade		Job Title: Trainig Specialist II	
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>		Reinstatement: <input type="checkbox"/>	
Certification Date:	03/01/25		

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: 07/10/23	To: Present
From: 2/13/23	To: 7/10/23

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 503 Collection & 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 001 - Bankruptcy	15	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
FLHSMV - Driver License Preparatory Training (Instructor Led)	64	Attended Course
Total Hours	154	

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

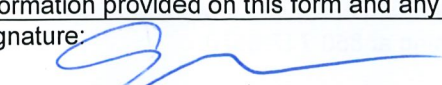


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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TC

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): Stephanie Gaitan					
Business email address: Stephanie.Gaitan@miamidade.gov				Business phone number: 305-375-4623	
Job title: Training Specialist 2					
Employed by: Miami-Dade Office of the 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: MDC Tax Collector					
Your Title: Tax Record Specialist				Employment Dates: 2/13/23 - 7/10/23	
Employer: MDC Tax Collector					
Your Title: Training Specialist 2				Employment Dates: 7/10/23 - current	
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
TC-0037C	TCC 001 - Bankruptcy	15	TC-0039C	TCC 003 - Customer Service Training	5
TC-0038C	TCC 002 - Effective Decision-Making in the Workplace	10	TC-0036C	TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	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: 4/8/25	

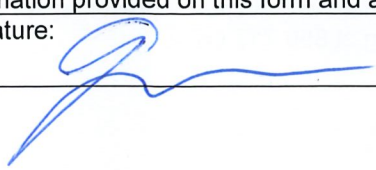


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
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TC

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): Stephanie Gaitan					
Business email address: Stephanie.Gaitan@miamidade.gov			Business phone number: 305-375-4623		
Job title: Training Specialist 2					
Employed by: Miami-Dade Office of the 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: MDC Tax Collector					
Your Title: Tax Record Specialist			Employment Dates: 2/13/2023 - 7/10/23		
Employer: MDC Tax Collector					
Your Title: Training Specialist 2			Employment Dates: 7/10/23 - Current		
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
TC-0041C	TCC 502 - Leadership and Management Skills in a Florida Tax Collector's Office	30			
TC-0024C	Driver License Preparatory Training-Virtual Instructor-LED Training	64			
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: 4/8/25	

Congratulations,

Stephanie Gaitan

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

March 20, 2024

5 credit hours



Congratulations,

Stephanie Gaitan

on completing

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

Course Number: TC-0038C

on

April 3, 2024
10 credit hours



Congratulations,

Stephanie Gaitan

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

April 29, 2024
15 credit hours





This certificate is awarded to

STEPHANIE GAITAN

for the successful completion of

Driver License Preparatory Training - Virtual Instructor-Led Training

by FLHSMV

64 Hours 00 Minutes

Date of Course Completion: 5/10/2024

Congratulations,

Stephanie Gaitan

on completing

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

Course Number: TC-0036C

on

June 12, 2024
30 credit hours



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

Certifies that

Stephanie Gaitan

has successfully completed

**TCC 502 - LEADERSHIP AND MANAGEMENT
SKILLS IN A FLORIDA TAX COLLECTOR'S
OFFICE**

Course Number: TC-0041C

September 25, 2024
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Michelle A. Galvaire		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Collier	Job Title: Desktop Support Analyst		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	04/01/25		

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: 04/11/22	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 - Collection and Distribution of Property Taxes and Special 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
TC

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): Michelle A Galvaire					
Business email address: mgalvaire@colliertax.com			Business phone number: 239-252-8515		
Job title: Desktop Support Analyst					
Employed by: Collier 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: Collier County Tax Collector					
Your Title: Desktop Support Analyst			Employment Dates: 04/11/2022- 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
TC-0036C	TCC 503 Collection & Dist. of Property Taxes	30	TC-0038C	TCC 002 Effective Decision Making	10
TC-0037C	TCC 001 Bankruptcy	15	TC-0039C	TCC 003 Customer Service Training	5
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: 03/12/2025	




**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
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TC

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): Michelle A. Galvaire					
Business email address: mgalvaire@colliertax.com				Business phone number: 239-252-8515	
Job title: Desktop Support Analyst					
Employed by: Collier 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: Collier County Tax Collector					
Your Title: Desktop Support Analyst				Employment Dates: 04/11/2022-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
TC-0040C	TCC 501 Duties & Responsibilities of Fla. Tax Collectors	30			
TC-0041C	TCC-502 Leadership & Management Skills in a Fla. Tax Collectors Office	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: 03/12/2025	

Congratulations,

Michelle Galvaire

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

July 17, 2023
15 credit hours



Congratulations,

Michelle Galvaire

on completing

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

Course Number: TC-0038C

on

September 19, 2023
10 credit hours



Congratulations,

Michelle Galvaire

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

September 26, 2023

5 credit hours



Congratulations,

Michelle Galvaire

on completing

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

Course Number: TC-0036C

on

April 22, 2024
30 credit hours



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

Certifies that

Michelle Galvaire

has successfully completed

**TCC 502 - LEADERSHIP AND MANAGEMENT
SKILLS IN A FLORIDA TAX COLLECTOR'S
OFFICE**

Course Number: TC-0041C

September 24, 2024
30 credit hours





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

Certifies that

Michelle Galvaire

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C



March 3, 2025
30 credit hours



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Rebecca Goodlow		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Duval	Job Title: Payment Processing Manager		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	04/01/25		

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: 07/01/15	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 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-18.002, F.A.C.
Effective 10/21
Page 1 of 2
TC

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

☒ Initial Certification - \$25 fee ☐ Annual Recertification - \$5 fee ☐ Reinstatement of Certification - \$5 fee

Applicant Information

Applicant's name (as you would like it to appear on the certificate): Rebecca Goodlow

Business email address: crebecca@coj.net

Business phone number: 904-255-5484

Job title: Payment Processing Manager

Employed by: Duval 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:

☐ Certified Florida Appraiser ☐ Certified Florida Evaluator ☐ Certified Cadastralist of Florida
☐ Certified Florida Collector ☒ 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: Duval County Tax Collector

Your Title: Payment Processing Manager

Employment Dates: July 2015 - 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
TC-0037C	TCC 001 - Bankruptcy	15	TC-0038C	TCC 002 - Effective Decision Making	10
TC-0039C	TCC 003 - Customer Service	5	TC-0040C	TCC 501 - Duties and Responsibilities of FL TCs	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:

3/11/25



**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
TC

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

☒ Initial Certification - \$25 fee ☐ Annual Recertification - \$5 fee ☐ Reinstatement of Certification - \$5 fee

Applicant Information

Applicant's name (as you would like it to appear on the certificate): Rebecca Goodlow

Business email address: crebecca@coj.net

Business phone number: 904-255-5484

Job title: Payment Processing Manager

Employed by: Duval 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:

☐ Certified Florida Appraiser ☐ Certified Florida Evaluator ☐ Certified Cadastralist of Florida
☐ Certified Florida Collector ☒ 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: Duval County Tax Collector

Your Title: Payment Processing Manager

Employment Dates: July 2015 - 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
TC-0041C	TCC 502 - Leadership and Management Skills in a FL TC's Office	30			
TC-0036C	TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	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:

RG Goodlow

Date:

3/11/25

Congratulations,

Rebecca Goodlow

on completing

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

Course Number: TC-0038C

on

February 2, 2024
10 credit hours



Congratulations,

Rebecca Goodlow

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

February 27, 2024

15 credit hours



Congratulations,

Rebecca Goodlow

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

March 26, 2024

5 credit hours



Congratulations,

Rebecca Goodlow

on completing

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

Course Number: TC-0036C

on

May 28, 2024
30 credit hours



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

Certifies that

Rebecca Goodlow

has successfully completed

**TCC 502 - LEADERSHIP AND MANAGEMENT
SKILLS IN A FLORIDA TAX COLLECTOR'S
OFFICE**

Course Number: TC-0041C

September 28, 2024
30 credit hours





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

Certifies that

Rebecca Goodlow

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C

March 5, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Migene Gordon
Previous Name(s)(if applicable):	
Documentation Included:	
County: Collier	Job Title: Clerk for Motorist Services
Certification Requested:	Certified Florida Collector Assistant
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>
Certification Date:	04/01/25

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: 05/01/14	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 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
FLHSMV - Driver License Preparatory Training (Instructor Led)	64	Attended Course
AAMVA - CDL Module 1	2.5	Attended Course
AAMVA - CDL Module 2	0.75	Attended Course
AAMVA - CDL Module 3	0.75	Attended Course
AAMVA - CDL Module 4	0.75	Attended Course
AAMVA - Expanding the Review	0.50	Attended Course
AAMVA - Counterfeits and Alterations	0.75	Attended Course
AAMVA - Birth Certificates	0.50	Attended Course
AAMVA - Canadian Birth Certificates, Drive and Vehicle Documents	0.75	Attended Course
AAMVA - Canadian Travel, Citizenship and Immigration Documents	1	Attended Course
AAMVA - Driver License and ID Cards	0.75	Attended Course
Total Hours	118	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes: Total hours: 126.33



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Migene Gordon
Previous Name(s)(if applicable):	
Documentation Included:	
County: Collier	Job Title: Clerk for Motorist Services
Certification Requested:	Certified Florida Collector Assistant
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>
Certification Date:	04/01/25

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: 05/01/14	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
90-hours per 12D-19.003(3)(b)		
AAMVA - Internal Fraud for Staff	0.75	Attended Course
AAMVA - Introduction to Covert Features	0.75	Attended Course
AAMVA - Introduction to Fraud	1	Attended Course
AAMVA - Mexican Documents	0.75	Attended Course
AAMVA - Military ID Cards	0.50	Attended Course
AAMVA - People and Actions	0.75	Attended Course
AAMVA - Security Features	1	Attended Course
AAMVA - Social Security Cards	0.50	Attended Course
AAMVA - Travel Documents	0.75	Attended Course
AAMVA - Vehicle Identification Documents	0.83	Attended Course
AAMVA - U.S. Immigration Documents	0.75	Attended Course
Total Hours	8.33	

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
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TC

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

☒ Initial Certification - \$25 fee ☐ Annual Recertification - \$5 fee ☐ Reinstatement of Certification - \$5 fee

Applicant Information

Applicant's name (as you would like it to appear on the certificate): Migene Gordon

Business email address: mgordon@colliertax.com

Business phone number: 239-252-1125

Job title: Clerk for Motorist Services

Employed by: Collier 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:

☐ Certified Florida Appraiser ☐ Certified Florida Evaluator ☐ Certified Cadastralist of Florida
☐ Certified Florida Collector ☒ 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: Collier County Tax Collector

Your Title: Clerk for Motorist Services

Employment Dates: May 1, 2014-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
TC-0040C	TCC 501 Duties and Responsibilities of Florida Tax Collectors	30	TC 0038C	TCC 002 Effective Decision Making in the Workplace	10
TC 0039C	TCC 003 Customer Service Training	5	TC 0024C	Drivers License Preparatory Training	64

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: 04/04/2025



**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
TC

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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

☒ Initial Certification - \$25 fee ☐ Annual Recertification - \$5 fee ☐ Reinstatement of Certification - \$5 fee

Applicant Information

Applicant's name (as you would like it to appear on the certificate): Migene Gordon

Business email address: mgordon@colliertax.com

Business phone number: 239-252-1125

Job title: Clerk for Motorist Services

Employed by: Collier 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:

☐ Certified Florida Appraiser ☐ Certified Florida Evaluator ☐ Certified Cadastralist of Florida
☐ Certified Florida Collector ☒ 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: Collier County Tax Collector

Your Title: Clerk for Motorist Services

Employment Dates: May 1, 2014-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
TC 0001C	Counterfeits and Alterations	.75(45m)	TC0002C	Drivers License and Cards	.75(45m)
TC 0003C	Vehicle Identification Documents	.83(50m)	TC0004C	Expanding the Review	.50(30M)

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: 04/04/2025



**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
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TC

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

☒ Initial Certification - \$25 fee ☐ Annual Recertification - \$5 fee ☐ Reinstatement of Certification - \$5 fee

Applicant Information

Applicant's name (as you would like it to appear on the certificate): Migene Gordon

Business email address: mgordon@colliertax.com

Business phone number: 239-252-1125

Job title: Clerk for Motorist Services

Employed by: Collier 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:

☐ Certified Florida Appraiser ☐ Certified Florida Evaluator ☐ Certified Cadastralist of Florida
☐ Certified Florida Collector ☒ 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: Collier County Tax Collector

Your Title: Clerk for Motorist Services

Employment Dates: May 1, 2014-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
TC 0005C	Birth Certificates	.50(30m)	TC 0006C	Canadian Birth Certificates, Driver, and Vehicle Docs	.75(45m)
TC 0007C	Canadian Travel, Citizenship, and Immigration Docs	1 hr.(60m)	TC 0008C	Internal Fraud for Staff	.75(45m)

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: 04/04/2025



**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
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TC

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

☒ Initial Certification - \$25 fee ☐ Annual Recertification - \$5 fee ☐ Reinstatement of Certification - \$5 fee

Applicant Information

Applicant's name (as you would like it to appear on the certificate): Migene Gordon

Business email address: mgordon@colliertax.com

Business phone number: 239-252-1125

Job title: Clerk for Motorist Services

Employed by: Collier 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:

☐ Certified Florida Appraiser ☐ Certified Florida Evaluator ☐ Certified Cadastralist of Florida
☐ Certified Florida Collector ☒ 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: Collier County Tax Collector

Your Title: Clerk for Motorist Services

Employment Dates: May 1, 2014-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
TC 0009C	Introduction to Covert Features	.75(45m)	TC 0010 C	Introduction to Fraud	1 hr.(60m)
TC 011C	Mexican Documents	.75(45m)	TC 0012C	Military ID Cards	.50(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: 04/04/2025



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

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Reason for Applying

☒ Initial Certification - \$25 fee ☐ Annual Recertification - \$5 fee ☐ Reinstatement of Certification - \$5 fee

Applicant Information

Applicant's name (as you would like it to appear on the certificate): Migene Gordon

Business email address: mgordon@colliertax.com

Business phone number: 239-252-1125

Job title: Clerk for Motorist Services

Employed by: Collier County Tax Collector

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☐ Certified Florida Appraiser

☐ Certified Florida Evaluator

☐ Certified Cadastralist of Florida

☐ Certified Florida Collector

☒ 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: Collier County Tax Collector

Your Title: Clerk for Motorist Services

Employment Dates: May 1, 2014-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
TC 0013C	People and Actions	.75(45m)	TC 0014C	Security Features	1 hr.(60m)
TC 0016C	Travel Documents	.75(45m)	TC 0015 C	Social Security Cards	.50(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: 04/04/2025



**Application for
Florida Professional Certification
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Reason for Applying

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Applicant Information

Applicant's name (as you would like it to appear on the certificate): Migene Gordon

Business email address: mgordon@colliertax.com

Business phone number: 239-252-1125

Job title: Clerk for Motorist Services

Employed by: Collier 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:

☐ Certified Florida Appraiser ☐ Certified Florida Evaluator ☐ Certified Cadastralist of Florida
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Employer: Collier County Tax Collector

Your Title: Clerk for Motorist Services

Employment Dates: May 1, 2014-PRESENT

Employer:

Your Title:

Employment Dates:

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No.	Course Title	Hours	No.	Course Title	Hours
TC 0017C	US Immigration Documents	.75(45m)	TC 0018C	CDL Module 1 (2 hrs. 30 m)	150 min.
TC 0019C	Module 2-Overview of the CDL Tests	.75(45m)	TC 0020C	Module 3 CDL Knowledge Tests Overview	.75(45m)

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: 04/04/2025



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

DR-4001
N. 10/21
Rule 12D-18.002, F.A.C.
Effective 10/21
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TC

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☒ Initial Certification - \$25 fee ☐ Annual Recertification - \$5 fee ☐ Reinstatement of Certification - \$5 fee

Applicant Information

Applicant's name (as you would like it to appear on the certificate): Migene Gordon

Business email address: mgordon@colliertax.com

Business phone number: 239-252-1125

Job title: Clerk for Motorist Services

Employed by: Collier 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:

☐ Certified Florida Appraiser ☐ Certified Florida Evaluator ☐ Certified Cadastralist of Florida
☐ Certified Florida Collector ☒ 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: Collier County Tax Collector

Your Title: Clerk for Motorist Services

Employment Dates: May 1, 2014-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
TC 0021C	Module 4-CKE End of Course Exam Overview	.75(45m)			

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: 04/04/2025

FLHSMV

FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES

iLearn

This certificate is awarded to

MIGENE GORDON

for the successful completion of

Driver License Preparatory Training – Virtual Instructor-Led Training

by FLHSMV

64 Hours 00 Minutes

Date of Course Completion: 10/1/2021

This certificate is awarded to

MIGENE GORDON

for the successful completion of

AAMVA CDL 2024: Module 1 - Introduction to CDL Licensing

by External Training

2 Hours 30 Minutes

Date of Course Completion: 2/22/2024

This certificate is awarded to

MIGENE GORDON

for the successful completion of

AAMVA CDL 2024: Module 2 - Overview of the CDL Tests

by External Training

0 Hours 45 Minutes

Date of Course Completion: 2/27/2024

This certificate is awarded to

MIGENE GORDON

for the successful completion of

AAMVA CDL 2024: Module 3 - CDL Knowledge Tests Overview

by External Training

0 Hours 45 Minutes

Date of Course Completion: 2/27/2024

This certificate is awarded to

MIGENE GORDON

for the successful completion of

AAMVA CDL 2024: Module 4 - CKE End-of-Course Exam Overview

by External Training

0 Hours 45 Minutes

Date of Course Completion: 2/27/2024

This certificate is awarded to

MIGENE GORDON

for the successful completion of

AAMVA FDR 2024: Expanding the Review

by External Training

0 Hours 30 Minutes

Date of Course Completion: 4/12/2024

This certificate is awarded to

MIGENE GORDON

for the successful completion of

AAMVA FDR 2024: Counterfeits and Alterations

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/16/2024

This certificate is awarded to

MIGENE GORDON

for the successful completion of

AAMVA FDR 2024: Birth Certificates

by External Training

0 Hours 30 Minutes

Date of Course Completion: 4/16/2024

This certificate is awarded to

MIGENE GORDON

for the successful completion of

AAMVA FDR 2024: Canadian Birth Certificates, Driver, and Vehicle Docs

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/16/2024

This certificate is awarded to

MIGENE GORDON

for the successful completion of

AAMVA FDR 2024: Canadian Travel, Citizenship, and Immigration Docs

by External Training

1 Hours 0 Minutes

Date of Course Completion: 4/16/2024

This certificate is awarded to

MIGENE GORDON

for the successful completion of

AAMVA FDR 2024: Driver Licenses and ID Cards

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/17/2024

This certificate is awarded to

MIGENE GORDON

for the successful completion of

AAMVA FDR 2024: Internal Fraud for Staff

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/18/2024

This certificate is awarded to

MIGENE GORDON

for the successful completion of

AAMVA FDR 2024: Introduction to Covert Features

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/18/2024

This certificate is awarded to

MIGENE GORDON

for the successful completion of

AAMVA FDR 2024: Introduction to Fraud

by External Training

1 Hours 0 Minutes

Date of Course Completion: 4/18/2024

This certificate is awarded to

MIGENE GORDON

for the successful completion of

AAMVA FDR 2024: Mexican Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/23/2024

This certificate is awarded to

MIGENE GORDON

for the successful completion of

AAMVA FDR 2024: Military ID Cards

by External Training

0 Hours 30 Minutes

Date of Course Completion: 4/24/2024

This certificate is awarded to

MIGENE GORDON

for the successful completion of

AAMVA FDR 2024: People and Actions

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/24/2024

This certificate is awarded to

MIGENE GORDON

for the successful completion of

AAMVA FDR 2024: Security Features

by External Training

1 Hours 0 Minutes

Date of Course Completion: 5/9/2024

This certificate is awarded to

MIGENE GORDON

for the successful completion of

AAMVA FDR 2024: Social Security Cards

by External Training

0 Hours 30 Minutes

Date of Course Completion: 5/9/2024

This certificate is awarded to

MIGENE GORDON

for the successful completion of

AAMVA FDR 2024: Travel Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/10/2024

This certificate is awarded to

MIGENE GORDON

for the successful completion of

AAMVA FDR 2024: Vehicle Identification Documents

by External Training

0 Hours 50 Minutes

Date of Course Completion: 5/10/2024

This certificate is awarded to

MIGENE GORDON

for the successful completion of

AAMVA FDR 2024: US Immigration Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/10/2024

Congratulations,
Migene Gordon

on completing

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

Course Number: TC-0038C

on

October 22, 2024
10 credit hours



Congratulations,

Migene Gordon

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

October 22, 2024
5 credit hours





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

Certifies that

Migene Gordon

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C

March 5, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Joy Grenon
Previous Name(s)(if applicable):	
Documentation Included:	
County: Manatee	Job Title: Associate III
Certification Requested:	Certified Florida Collector Assistant
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>
Certification Date:	04/01/25

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: 07/14/22	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 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
FLHSMV - Driver License Preparatory Training (Instructor Led)	64	Attended Course
Total Hours	124	

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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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 GRENON					
Business email address: JOYG@taxcollector.com			Business phone number: 941.741.4800		
Job title: ASSOCIATE III					
Employed by: MANATEE 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: MANATEE COUNTY TAX COLLECTOR					
Your Title: ASSOCIATE III			Employment Dates: 07/14/2022 - 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
TC-0040C	TCC 501 Duties & Responsibilities of Florida Tax Collectors	30	TC-0024C	Driver's License Preparatory Training	64
			TC-0042C	TCC 504 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: Grenon.Joy			Digitally signed by Grenon.Joy Date: 2025.03.11 13:56:26 -04'00'		Date: 03/11/2025



This certificate is awarded to

JOY GRENON

for the successful completion of

Driver License Preparatory Training - TC Instructor-Led Training

by Certified Tax Collector Trainers

64 Hours 00 Minutes

Date of Course Completion: 12/14/2022

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

Certifies that

Joy Abigail Grenon

has successfully completed

**TCC 504 - COLLECTION OF LICENSES,
TAXES, AND FEES**

Course Number: TC-0042C

June 24-27, 2024
30 credit hours





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

Certifies that

Joy Abigail Grenon

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C

March 3, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Elyssa Grieco		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Manatee		Job Title: Associate II	
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>		Reinstatement: <input type="checkbox"/>	
Certification Date:	04/01/25		

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: 09/08/22	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 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
FLHSMV - Driver License Preparatory Training (Instructor Led)	64	Attended Course
Total Hours	124	

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

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N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
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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): ELYSSA GRIECO					
Business email address: ELYSSAG@taxcollector.com			Business phone number: 941.741.4800		
Job title: ASSOCIATE II					
Employed by: MANATEE 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: MANATEE COUNTY TAX COLLECTOR					
Your Title: ASSOCIATE II			Employment Dates: 09/08/2022 - 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
TC-0040C	TCC 501 Duties & Responsibilities of Florida Tax Collectors	30	TC-0024C	Driver's License Preparatory Training	64
			TC-0042C	TCC 504 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: Grieco.Elyssa			Digitally signed by Grieco.Elyssa Date: 2025.03.12 08:35:43 -04'00'		Date:



This certificate is awarded to

ELYSSA GRIECO

for the successful completion of

Driver License Preparatory Training - TC Instructor-Led Training

by Certified Tax Collector Trainers

64 Hours 00 Minutes

Date of Course Completion: 3/1/2023

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

Certifies that

Elyssa Grieco

has successfully completed

**TCC 504 - COLLECTION OF LICENSES,
TAXES, AND FEES**

Course Number: TC-0042C

June 24-27, 2024
30 credit hours





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

Certifies that

Elyssa Grieco

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C

March 3, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Kelly L. Gunn		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Hendry	Job Title: Chief Deputy Tax Collector		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	03/01/21		

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: 01/13/25	To: Present
From: 10/23/95	To: 1/10/25

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)		
CPM Levels 1-8 (Certified Public Manager)	240	Attended Course
Total Hours	270	

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
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TC

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): Kelly L Gunn					
Business email address: 25 E Hickpochee Ave, LaBelle, FL 33935				Business phone number: 863-675-5380	
Job title: Chief Deputy Tax Collector					
Employed by: Hendry 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: Hendry County Tax Collector					
Your Title: Chief Deputy Tax Collector				Employment Dates: 01/13/2025 - present	
Employer: Lee County Tax Collector					
Your Title: Sr Call Center Specialist / Acting Assistant Manager				Employment Dates: 10/23/1995 - 01/10/2025	
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
TC-0040C	TCC 501 – Duties and Responsibilities of Florida Tax Collectors	30			
TC-0043C	CPM Levels 1-8	30 per			
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: 03/28/2025	

The State of Florida

AND

THE FLORIDA CENTER FOR PUBLIC MANAGEMENT

AT THE FLORIDA STATE UNIVERSITY

HEREBY CONFER UPON

Kelly L Gunn

THE DESIGNATION OF

Certified Public Manager

WITH ALL THE RIGHTS, PRIVILEGES, AND HONORS THEREUNTO GRANTED BY
THE STATE OF FLORIDA AND
THE NATIONAL CERTIFIED PUBLIC MANAGER® CONSORTIUM

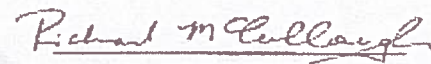
October 2014



GOVERNOR



DIRECTOR



PRESIDENT



VICE PRESIDENT



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



Certifies that

Kelly Gunn

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:	Brandi Holley		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Volusia	Job Title: Motor Services Branch Manager		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	04/01/25		

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: 01/05/21	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
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
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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): Brandi Holley					
Business email address: bholley@vctaxcollector.org			Business phone number: 386-943-7019 ext. 21183		
Job title: Motorist Services Branch Manager					
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: Motorist Services Branch Manager			Employment Dates: 1/5/2021-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
TC0037C	Bankruptcy	15	TC0039C	Customer Service Training	5
TC0038C	Effective Decision Making in Workplace	10	TC0040C	Duties & Responsibilities of FL Tax Collectors	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>Brandi Holley</i>				Date: 3-14-25	

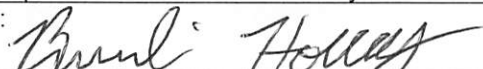


**Application for
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Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
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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): Brandi Holley					
Business email address: bholley@vctaxcollector.org			Business phone number: 386-943-7019 ext. 21183		
Job title: Motorist Services Branch Manager					
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: Motorist Services Branch Manager			Employment Dates: 1/5/2021-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
TC0041C	Leadership & Mgmt. Skills-FL Tax Collector's office	30			
TC0042C	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: 			Date: 3-14-25		

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

Certifies that

Brandi Holley

has successfully completed

**TCC 504 - COLLECTION OF LICENSES,
TAXES, AND FEES**

Course Number: TC-0042C

June 16-21, 2023
30 credit hours



Congratulations,

Brandi Holley

on completing

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

Course Number: TC-0038C

on

January 26, 2024
10 credit hours



Congratulations,

Brandi Holley

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

January 29, 2024

5 credit hours



Congratulations,

Brandi Holley

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

February 8, 2024

15 credit hours



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

Certifies that

Brandi Holley

has successfully completed

**TCC 502 - LEADERSHIP AND MANAGEMENT
SKILLS IN A FLORIDA TAX COLLECTOR'S
OFFICE**

Course Number: TC-0041C

September 20, 2024
30 credit hours





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

Certifies that

Brandi Holley

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C

March 3, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Hailey Holm		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Citrus	Job Title: Customer Service Representative IV		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	06/01/25		

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: 02/28/17	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 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
FLHSMV - Driver License Preparatory Training (Online)	12	Attended Course
AAMVA - CDL Module 3	0.75	Attended Course
AAMVA - CDL Module 4	0.75	Attended Course
AAMVA - Counterfeits and Alterations	0.75	Attended Course
AAMVA - Driver License and ID Cards	0.75	Attended Course
AAMVA - Vehicle Identification Documents	0.50	Attended Course
FLHSMV - Information and Cyber Security Awareness Training	0.50	Attended Course
FLHSMV - Heavy Vehicle Use Tax	1	Attended Course
Total Hours	122	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes: DR-4001 CFCA Application was originally received on 5/8/2025, meeting the application deadline of 5/9/2025.



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

DR-4001
N. 10/21
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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): Hailey Holm					
Business email address: HHOLM@CITRUSTC.US				Business phone number: 352-341-6510	
Job title: Customer Service Representative IV					
Employed by: Citrus 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: Citrus County Tax Collector					
Your Title: Customer Service Representative IV				Employment Dates: 02/28/2017 - 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
TC-0042C	Collection of Licenses, Taxes, and Fees	30	TC-0039C	Customer Service Training	5
TC-0040C	Duties & Responsibilities of FL Tax Collectors	30	TC-0036C	Collection & Distribution of Property Taxes & Special Assessments	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: 5.13.25	



**Application for
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N. 10/21
Rule 12D-16.002, F.A.C.
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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): Hailey Holm					
Business email address: HHOLM@CITRUSTC.US			Business phone number: 352-341-6510		
Job title: Customer Service Representative IV					
Employed by: Citrus 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: Citrus County Tax Collector					
Your Title: Customer Service Representative IV			Employment Dates: 02/28/2017 - 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
TC-0025C	Driver's License Preparatory Training	12	TC-0002C	Driver's License and ID Cards	0.75
TC-0001C	Counterfeits and Alterations	0.75	TC-0003C	Vehicle Identification Documents	.50
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: 5.13.25	



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

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
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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): Hailey Holm					
Business email address: HHOLM@CITRUSTC.US				Business phone number: 352-341-6510	
Job title: Customer Service Representative IV					
Employed by: Citrus 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: Citrus County Tax Collector					
Your Title: Customer Service Representative IV				Employment Dates: 02/28/2017 - 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
TC-0020C	CDL Module 3	0.75	TC-0044C	Heavy Vehicle Use Tax (HVUT)	1
TC-0021C	CDL Module 4	0.75	TC-0045C	Information and Cyber Security Awareness Training	0.50
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: 5.13.25	



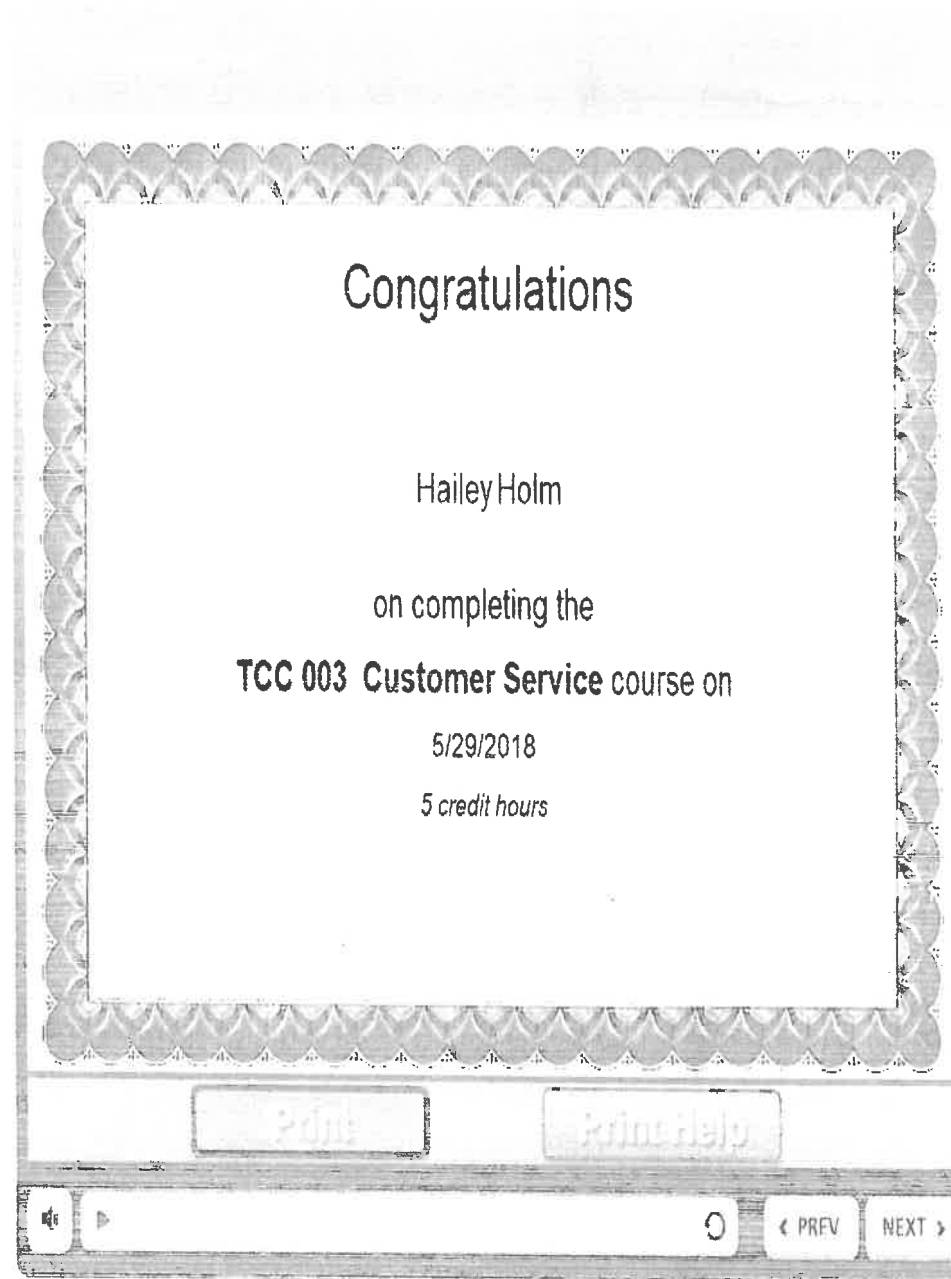
**Application for
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Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Hailey Holm					
Business email address: HHOLM@CITRUSTC.US			Business phone number: 352-341-6510		
Job title: Customer Service Representative IV					
Employed by: Citrus 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: Citrus County Tax Collector					
Your Title: Customer Service Representative IV			Employment Dates: 02/28/2017 - 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
TC-0038C	Effective Decision-Making in the Workplace	10			
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: 5-13-25	



Congratulations,

HAILEY HOLM,

on completing

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

course on

Monday, August 05, 2019

30.00 credit hours



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This certificate is awarded to

Hailey Holm

for the successful completion of the course

Heavy Vehicle Use Tax (HVUT) - 2019

By FLHSMV

1 Hours 0 Min

Date: 10/21/2019



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

HAILEY HOLM

for the successful completion of

Driver License Preparatory Training - OLT

by FLHSMV

12 Hours

Date of Course Completion: 7/2/2021



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

HAILEY HOLM

for the successful completion of

AAMVA CDL 2015: Module 3 - CDL Knowledge Tests

by MS

0 Hours 45 Minutes

Date of Course Completion: 1/14/2022



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

HAILEY HOLM

for the successful completion of

AAMVA CDL 2021: Module 4 - CKE End-of-Course Exam

by MS

0 Hours 45 Minutes

Date of Course Completion: 5/23/2022



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

HAILEY HOLM

for the successful completion of

AAMVA FDR 2020: Counterfeits and Alterations

by External Training

0 Hours 45 Minutes

Date of Course Completion: 6/21/2023



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

HAILEY HOLM

for the successful completion of

AAMVA FDR 2020: Driver Licenses and ID Cards

by External Training

0 Hours 45 Minutes

Date of Course Completion: 6/21/2023



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

HAILEY HOLM

for the successful completion of

AAMVA FDR 2020: Vehicle Identification Documents

by External Training

0 Hours 30 Minutes

Date of Course Completion: 6/21/2023

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

Certifies that

Hailey Holm

has successfully completed

**TCC 504 - COLLECTION OF LICENSES,
TAXES, AND FEES**

Course Number: TC-0042C

June 24-27, 2024
30 credit hours





FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

HAILEY HOLM

for the successful completion of

Information and Cyber Security Awareness for External Entities - 2024

by FLHSMV

0 Hours 30 Minutes

Date of Course Completion: 7/12/2024



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

Certifies that

Hailey Holm

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C

March 3, 2025
30 credit hours





Congratulations,

Hailey Holm

on completing

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

Course Number: TC-0038C

on

May 7, 2025
10 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Nilda Jimenez		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Duval	Job Title: Branch Manager		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	04/01/25		

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: 03/01/14	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 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:

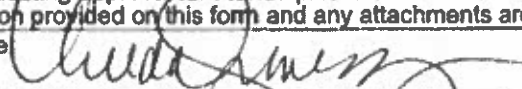


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-18.002, F.A.C.
Effective 10/21
Page 1 of 2
TC

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): Nilda Jimenez					
Business email address: njimenez@coj.net			Business phone number: 904-255-4360		
Job title: Branch Manager					
Employed by: Duval 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: Duval County Tax Collector					
Your Title: Branch Manager			Employment Dates: March 2014 - 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
TC-0042C	TCC 504 -Collection of Licenses, Taxes and Fees	30	TC-0038C	TCC002 - Effective Decision Making	10
TC-0037C	TCC 001 - Bankruptcy	15	TC-0039C	TC003 - Customer Service Training	5
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: 5-11-25		




**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
TC

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): Nilda Jimenez					
Business email address: njimenez@coj.net			Business phone number: 904-255-4360		
Job title: Branch Manager					
Employed by: Duval 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: Duval County Tax Collector					
Your Title: Branch Manager			Employment Dates: March 2014 - 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
TC-0040C	TCC 501- Duties and Responsibilities of FL TCs	30			
TC-0036C	TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	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: 3-11-25	

The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team

Certifies that

Nilda Jimenez

has successfully completed

**TCC 504 - COLLECTION OF LICENSES,
TAXES, AND FEES**

Course Number: TC-0042C

June 21-24, 2022
30 credit hours



Congratulations,

Nilda Jimenez

on completing

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

Course Number: TC-0036C

on

September 30, 2023
30 credit hours



Congratulations,

Nilda Jimenez

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

January 5, 2024

5 credit hours



Congratulations,

Nilda Jimenez

on completing

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

Course Number: TC-0038C

on

March 9, 2024
10 credit hours



Congratulations,

Nilda Jimenez

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

April 27, 2024
15 credit hours





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

Certifies that

Nilda Jimenez

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C

March 5, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Denise Jones		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Dade	Job Title: TC Customer Service Representative II		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	04/01/25		

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: 11/13/23	To: Present
From: 3/6/23	To: 11/13/23

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 503 Collection & 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 001 - Bankruptcy	15	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
FLHSMV - Driver License Preparatory Training (Instructor Led)	64	Attended Course
Total Hours	154	

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

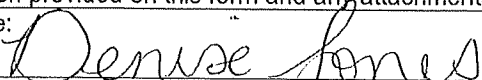


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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

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): Denise Jones					
Business email address: Denise.Jones@miamidade.gov			Business phone number: 305-375-1646		
Job title: TC Customer Service Rep 2					
Employed by: Miami-Dade Office of the 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: Miami Dade Tax Collector					
Your Title: Tax Records Specialist 2			Employment Dates: 3/6/2023 - 11/13/2023		
Employer: Miami Dade Tax Collector					
Your Title: Senior Tax Records Specialist			Employment Dates: 11/13/2023 - Current		
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
TC-0037C	TCC 001 - Bankruptcy	15	TC-0039C	TCC 003 - Customer Service Training	5
TC-0038C	TCC 002 - Effective Decision-Making in the Workplace	10	TC-0036C	TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	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: 04/02/2025	

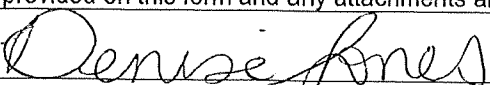


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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

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): Denise Jones					
Business email address: Denise.Jones@miamidade.gov			Business phone number: 305-375-1646		
Job title: TC Customer Service Rep 2					
Employed by: Miami-Dade Office of the 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: Miami Dade Tax Collector					
Your Title: Tax Records Specialist 2			Employment Dates: 3/6/2023 - 11/13/2023		
Employer: Miami Dade Tax Collector					
Your Title: Senior Tax Records Specialist			Employment Dates: 11/13/2023 - Current		
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
TC-0041C	TCC 502 - Leadership and Management Skills in a Florida Tax Collector's Office	30			
TC-0024C	Driver License Preparatory Training - Virtual Instructor -LED Training	64			
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: 04/02/2025	

Congratulations,

Denise Jones

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

April 15, 2024
15 credit hours



Congratulations,

Denise Jones

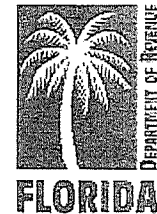
on completing

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

Course Number: TC-0038C

on

April 16, 2024
10 credit hours



Congratulations,

Denise Jones

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

April 17, 2024
5 credit hours



Congratulations,

Denise Jones

on completing

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

Course Number: TC-0036C

on

April 30, 2024
30 credit hours



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

Certifies that

Denise Jones

has successfully completed

**TCC 502 - LEADERSHIP AND MANAGEMENT
SKILLS IN A FLORIDA TAX COLLECTOR'S
OFFICE**

Course Number: TC-0041C

September 23, 2024
30 credit hours





This certificate is awarded to

Denise Jones

for the successful completion of

Driver License Preparatory Training - TC Instructor-Led Training

by Certified Tax Collector Trainers

64 Hours 00 Minutes

Date of Course Completion: 1/27/2025



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Jennifer L. Larrivee		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Nassau	Job Title: Customer Service Manager		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	12/01/24		

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: 07/26/11	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 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:

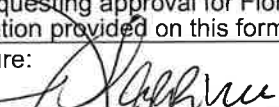


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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

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): Jennifer L. Larrivee					
Business email address: jlarrivee@nassautaxes.com				Business phone number: 904-491-7416	
Job title: Customer Service Manager					
Employed by: Nassau 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: Nassau County Tax Collector					
Your Title: Customer Service Manager				Employment Dates: 07/26/2011 - 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
TC-0040C	TCC501-Duties & Responsibilities of Florida TC	30	TC-0036C	TCC 503-Collection & Distrubution of Property Tax	30
TC-0041C	TCC 502- Leadership & Management Skills	30	TC-0037C	TCC 001 Bankrupcy	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: 				Date: 01/30/2025	

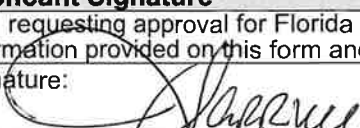


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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

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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): Jennifer L. Larrivee					
Business email address: jlarrivee@nassautaxes.com			Business phone number: 904-491-7416		
Job title: Customer Service Manager					
Employed by: Nassau 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: Nassau County Tax Collector					
Your Title: Customer Service Manager			Employment Dates: 07/26/2011 - 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
TC-0038C	TCC 002 Effective Decision Making	10			
TC-0039C	TCC 003 Customer Service Training	5			
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: 01/30/2025	

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



Certifies that

Jennifer Larrivee

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

January 22-26, 2018

TCC 503.09 Resources | Menu | Notes

Congratulations

Jennifer Larrivee


on completing the

TCC 503 Collection and Distribution of Property Taxes and Non-Ad Valorem Assessments


course on

5/16/2018

30 credit hours



⏪ PrevPrintPrint HelpNext ⏩



▶

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



Certifies that

Jennifer Larrivee

has successfully completed

MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE

TCC 502, 30 Hours

September 16-20, 2019

Congratulations,

Jennifer Larrivee

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

November 5, 2024
15 credit hours



Congratulations,

Jennifer Larrivee

on completing

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

Course Number: TC-0038C

on

November 12, 2024
10 credit hours



Congratulations,

Jennifer Larrivee

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

November 12, 2024

5 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Megan McCrystal
Previous Name(s)(if applicable):	
Documentation Included:	
County: Volusia	Job Title: Motorist Services Branch Manager
Certification Requested:	Certified Florida Collector Assistant
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>
Certification Date:	03/01/25

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: 01/05/21	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
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
TC

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): Megan McCrystal					
Business email address: mmccrystal@vctaxcollector.org			Business phone number: 386-736-2700 ext. 12659		
Job title: Motorist Services Branch Manager					
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: Motorist Services Branch Manager			Employment Dates: 1/5/2021-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
TC0039C	Customer Service Training	5	TC0037C	Bankruptcy	15
TC0038C	Effective Decision Making in Workplace	10	TC0042C	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: <i>Megan McCrystal</i>				Date: 3.12.2025	

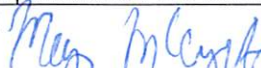


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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

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): Megan McCrystal					
Business email address: mmccrystal@vctaxcollector.org			Business phone number: 386-736-2700 ext. 12659		
Job title: Motorist Services Branch Manager					
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: Motorist Services Branch Manager			Employment Dates: 1/5/2021-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
TC0041C	Leadership & Mgmt. Skills-FL Tax Collector's office	30			
TC0040C	Duties & Responsibilities of FL Tax Collectors	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: 3.12.2025	

Congratulations,

Megan Mccrystal

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

August 24, 2023

15 credit hours



Congratulations,

Megan Mccrystal

on completing

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

Course Number: TC-0038C

on

October 31, 2023
10 credit hours



Congratulations,

Megan Mccrystal

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

October 31, 2023

5 credit hours



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

Certifies that

Megan Mccrystal

has successfully completed

**TCC 504 - COLLECTION OF LICENSES,
TAXES, AND FEES**

Course Number: TC-0042C

June 24-27, 2024
30 credit hours



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

Certifies that

Megan Mccrystal

has successfully completed

**TCC 502 - LEADERSHIP AND MANAGEMENT
SKILLS IN A FLORIDA TAX COLLECTOR'S
OFFICE**

Course Number: TC-0041C

September 20, 2024
30 credit hours





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

Certifies that

Megan Mccrystal

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C

February 28, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Brian McLaughlin		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Lake	Job Title: Customer Representative II		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	04/01/25		

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: 03/06/23	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 503 Collection & Distribution of Property Taxes and Special Assessments	30	Attended Course
90-hours per 12D-19.003(3)(b)		
FLHSMV - Driver License Preparatory Training (Online)	12	Attended Course
FLHSMV - Heavy Vehicle Use Tax	1	Attended Course
FLHSMV - Information and Cyber Security Awareness Training	0.50	Attended Course
AAMVA - Counterfeits and Alterations	0.75	Attended Course
AAMVA - Birth Certificates	0.50	Attended Course
AAMVA - Canadian Travel, Citizenship and Immigration Documents	1	Attended Course
AAMVA - Canadian Birth Certificates, Drive and Vehicle Documents	0.75	Attended Course
AAMVA - Driver License and ID Cards	0.75	Attended Course
AAMVA - Introduction to Covert Features	0.75	Attended Course
AAMVA - Internal Fraud for Staff	0.75	Attended Course
AAMVA - Introduction to Fraud	1	Attended Course
AAMVA - Mexican Documents	0.75	Attended Course
AAMVA - Military ID Cards	0.50	Attended Course
Total Hours	51	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes: Total Hours: 120.33



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Brian McLaughlin		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Lake	Job Title: Customer Representative II		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	04/01/25		

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: 03/06/23	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
90-hours per 12D-19.003(3)(b)		
AAMVA - People and Actions	0.75	Attended Course
AAMVA - Security Features	1	Attended Course
AAMVA - Social Security Cards	0.50	Attended Course
AAMVA - Vehicle Identification Documents	0.83	Attended Course
AAMVA - Travel Documents	0.75	Attended Course
AAMVA - U.S. Immigration Documents	0.75	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
AAMVA - CDL Module 1	2.5	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
AAMVA - CDL Module 2	0.75	Attended Course
AAMVA - CDL Module 3	0.75	Attended Course
AAMVA - CDL Module 4	0.75	Attended Course
TCC 001 - Bankruptcy	15	Attended Course
Total Hours	39.33	

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



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

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): Brian McLaughlin					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Customer Representative II					
Employed by: Office of The Lake 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: Office of The Lake County Tax Collector					
Your Title: Customer Representative II			Employment Dates: 3/06/2023 - 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
TC-0001C	Counterfeits & Alterations	.75 (45 min)	TC-0003C	Vehicle Identification Documents	.83 (50 min)
TC-0002C	Driver's License & ID Cards	.75 (45 min)	TC-0005C	Birth Certificates	.50 (30 min)
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: Brian R. McLaughlin				Date: 03/13/2025	



Application for
Florida Professional Certification
Property Tax Oversight Certification and Training

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): Brian McLaughlin					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Customer Representative II					
Employed by: Office of The Lake 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: Office of The Lake County Tax Collector					
Your Title: Customer Representative II			Employment Dates: 03/06/2023 - 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
TC-0006C	Canadian BC, Driver and Vehicle Documents	.75 (45 min)	TC-0008C	Internal Fraud for Staff	.75 (45 min)
TC-0007C	Canadian Travel, Citizenship, & Immigration Docs	1.0 (60 min)	TC-0009C	Introduction to Covert Features	.75 (45 min)
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: Brian R. McLaughlin				Date: 03/13/2025	



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

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): Brian McLaughlin					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Customer Representative II					
Employed by: Office of The Lake 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 The Lake County Tax Collector					
Your Title: Customer Representative II			Employment Dates: 03/06/2023 - 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
TC-0010C	Introduction to Fraud	1.0 (60 min)	TC-0012C	Military ID Cards	.50 (30 min)
TC-0011C	Mexican Documents	.75 (45 min)	TC-0013C	People and Actions	.75 (45 min)
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: Brian R. McLaughlin				Date: 03/13/2025	



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

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
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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): Brian McLaughlin					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Customer Representative II					
Employed by: Office of The Lake 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 The Lake County Tax Collector					
Your Title: Customer Representative II			Employment Dates: 3/06/2023 - 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
TC-0014C	Security Features	1.0 (60 min)	TC-0016C	Travel Documents	.75 (45 min)
TC-0015C	Social Security Cards	.50 (30 min)	TC-0017C	U.S. Immigration Documents	.75 (45 min)
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: Brian R. McLaughlin				Date: 03/13/2025	



**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): Brian McLaughlin					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Customer Representative II					
Employed by: Office of The Lake 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 The Lake County Tax Collector					
Your Title: Customer Representative II			Employment Dates: 3/06/2023 - 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
TC-0018C	CDL Module 1	2.5	TC-0020C	CDL Module 3	.75 (45 min)
TC-0019C	CDL Module 2	.75 (45 min)	TC-0021C	CDL Module 4	.75 (45 min)
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: Brian R. McLaughlin				Date: 03/13/2025	



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

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
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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**

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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): Brian McLaughlin					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Customer Representative II					
Employed by: Office of The Lake 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 The Lake County Tax Collector					
Your Title: Customer Representative II			Employment Dates: 3/06/2023 - present		
Employer:					
Your Title:			Employment Dates:		
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No.	Course Title	Hours	No.	Course Title	Hours
TC 0025C	Driver License Preparatory Training Online	12.0	TC 0045C	Information and Cyber Security Awareness Training	.50
TC 0044C	Heavy Vehicle Use Tax (HVUT)	1.0			
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: Brian R. McLaughlin				Date: 03/13/2025	



Application for
Florida Professional Certification
Property Tax Oversight Certification and Training

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<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): Brian McLaughlin					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Customer Representative II					
Employed by: Office of The Lake 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: Office of The Lake County Tax Collector					
Your Title: Customer Representative II			Employment Dates: 3/06/2023 - 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
TC 0036C	TCC 503 Coll. & Dist. of Prop Taxes & SA	30.0	TC 0038C	TCC 002 Effective Decision Making in WP	10.0
TC 0037C	TCC 001 Bankruptcy	15.0	TC 0039C	TCC 003 Customer Service Training	5.0
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: Brian R. McLaughlin				Date: 03/13/2025	



**Application for
Florida Professional Certification**
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Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Brian McLaughlin					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Customer Representative II					
Employed by: Office of The Lake 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: Office of The Lake County Tax Collector					
Your Title: Customer Representative II			Employment Dates: 03/06/2023 - 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
TC 0042C	TCC 504 Collection of Licenses, Taxes, & Fees	30.0			
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>Brian R. McLaughlin</i>				Date: 03/13/2025	



This certificate is awarded to

BRIAN MCLAUGHLIN

for the successful completion of

Driver License Preparatory Training - OLT

by FLHSMV

12 Hours

Date of Course Completion: 3/24/2023



This certificate is awarded to

BRIAN MCLAUGHLIN

for the successful completion of

Heavy Vehicle Use Tax (HVUT) - 2021

by FLHSMV

1 Hours 0 Minutes

Date of Course Completion: 12/7/2023



This certificate is awarded to

BRIAN MCLAUGHLIN

for the successful completion of

Information and Cyber Security Awareness for External Entities - 2023

by FLHSMV

0 Hours 30 Minutes

Date of Course Completion: 4/2/2024



This certificate is awarded to

BRIAN MCLAUGHLIN

for the successful completion of

AAMVA FDR 2024: Counterfeits and Alterations

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/17/2024



This certificate is awarded to

BRIAN MCLAUGHLIN

for the successful completion of

AAMVA FDR 2024: Birth Certificates

by External Training

0 Hours 30 Minutes

Date of Course Completion: 4/17/2024



This certificate is awarded to

BRIAN MCLAUGHLIN

for the successful completion of

AAMVA FDR 2024: Canadian Travel, Citizenship, and Immigration Docs

by External Training

1 Hours 0 Minutes

Date of Course Completion: 4/17/2024



This certificate is awarded to

BRIAN MCLAUGHLIN

for the successful completion of

AAMVA FDR 2024: Canadian Birth Certificates, Driver, and Vehicle Docs

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/17/2024



This certificate is awarded to

BRIAN MCLAUGHLIN

for the successful completion of

AAMVA FDR 2024: Driver Licenses and ID Cards

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/18/2024



This certificate is awarded to

BRIAN MCLAUGHLIN

for the successful completion of

AAMVA FDR 2024: Introduction to Covert Features

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/24/2024



This certificate is awarded to

BRIAN MCLAUGHLIN

for the successful completion of

AAMVA FDR 2024: Internal Fraud for Staff

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/24/2024



This certificate is awarded to

BRIAN MCLAUGHLIN

for the successful completion of

AAMVA FDR 2024: Introduction to Fraud

by External Training

1 Hours 0 Minutes

Date of Course Completion: 4/24/2024



This certificate is awarded to

BRIAN MCLAUGHLIN

for the successful completion of

AAMVA FDR 2024: Mexican Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/24/2024



This certificate is awarded to

BRIAN MCLAUGHLIN

for the successful completion of

AAMVA FDR 2024: Military ID Cards

by External Training

0 Hours 30 Minutes

Date of Course Completion: 4/24/2024



This certificate is awarded to

BRIAN MCLAUGHLIN

for the successful completion of

AAMVA FDR 2024: People and Actions

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/24/2024



This certificate is awarded to

BRIAN MCLAUGHLIN

for the successful completion of

AAMVA FDR 2024: Security Features

by External Training

1 Hours 0 Minutes

Date of Course Completion: 4/24/2024



This certificate is awarded to

BRIAN MCLAUGHLIN

for the successful completion of

AAMVA FDR 2024: Social Security Cards

by External Training

0 Hours 30 Minutes

Date of Course Completion: 4/24/2024



This certificate is awarded to

BRIAN MCLAUGHLIN

for the successful completion of

AAMVA FDR 2024: Vehicle Identification Documents

by External Training

0 Hours 50 Minutes

Date of Course Completion: 4/30/2024



This certificate is awarded to

BRIAN MCLAUGHLIN

for the successful completion of

AAMVA FDR 2024: Travel Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/30/2024



This certificate is awarded to

BRIAN MCLAUGHLIN

for the successful completion of

AAMVA FDR 2024: US Immigration Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/30/2024

Congratulations,

Brian Mclaughlin

on completing

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

Course Number: TC-0038C

on

May 8, 2024
10 credit hours





This certificate is awarded to

BRIAN MCLAUGHLIN

for the successful completion of

AAMVA CDL 2024: Module 1 - Introduction to CDL Licensing

by External Training

2 Hours 30 Minutes

Date of Course Completion: 5/14/2024

Congratulations,

Brian McLaughlin

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

May 14, 2024
5 credit hours





This certificate is awarded to

BRIAN MCLAUGHLIN

for the successful completion of

AAMVA CDL 2024: Module 2 - Overview of the CDL Tests

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/15/2024



This certificate is awarded to

BRIAN MCLAUGHLIN

for the successful completion of

AAMVA CDL 2024: Module 3 - CDL Knowledge Tests Overview

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/15/2024



This certificate is awarded to

BRIAN MCLAUGHLIN

for the successful completion of

AAMVA CDL 2024: Module 4 - CKE End-of-Course Exam Overview

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/15/2024

Congratulations,

Brian Mclaughlin

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

May 16, 2024
15 credit hours



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

Certifies that

Brian McLaughlin

has successfully completed

**TCC 504 - COLLECTION OF LICENSES,
TAXES, AND FEES**

Course Number: TC-0042C

June 24-27, 2024
30 credit hours



Congratulations,

Brian McLaughlin

on completing

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

Course Number: TC-0036C

on

September 25, 2024
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Kaelyn Neal		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Charlotte	Job Title: Technical Specialist II		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	04/01/25		

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: 01/05/22	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 - 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
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Property Tax Oversight Certification and Training

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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): KAELYN NEAL					
Business email address: Kaelyn.Neal@charlottecountyfl.gov			Business phone number: 941-743-1350		
Job title: Technical Specialist II					
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: <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: Charlotte County Tax Collector					
Your Title: Technical Specialist II			Employment Dates: 01/05/2022- 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
TC-0040C	TCC-501 Duties & Resp of FL Tax Collector	30	TC-0036C	TCC-503 Coll & Dist of Property Taxes & Spec Assess.	30
TC-0041C	TCC-502 Leadership & Mgmt Skills in a FL Tax Collector's Office	30	TC-0042C	TCC-504 Coll of License, Taxes 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: KAELYN NEAL			Digitally signed by KAELYN NEAL Date: 2025.03.11 14:39:39 -04'00'		Date: 03/11/2025

Congratulations,

Kaelyn Neal

on completing

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

Course Number: TC-0036C

on

May 15, 2023
30 credit hours



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

Certifies that

Kaelyn Neal

has successfully completed

**TCC 504 - COLLECTION OF LICENSES,
TAXES, AND FEES**

Course Number: TC-0042C

June 24-27, 2024
30 credit hours



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

Certifies that

Kaelyn Neal

has successfully completed

**TCC 502 - LEADERSHIP AND MANAGEMENT
SKILLS IN A FLORIDA TAX COLLECTOR'S
OFFICE**

Course Number: TC-0041C

September 23, 2024
30 credit hours





The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team

Certifies that

Kaelyn Neal

has successfully completed

TCC 501 - DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

Course Number: TC-0040C

March 3, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Marian Nosal
Previous Name(s)(if applicable):	
Documentation Included:	
County: Citrus	Job Title: HR Director
Certification Requested:	Certified Florida Collector Assistant
Initial: <input type="checkbox"/>	Reinstatement: <input checked="" type="checkbox"/>
Certification Date:	05/01/25

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: 03/31/25	To: Present
From: 1/28/02	To: 8/31/23

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:

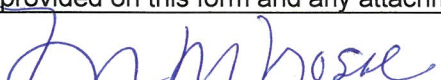


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Reason for Applying					
<input type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input checked="" type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Marian Nosal					
Business email address: mnosal@citrustc.us			Business phone number: 352-341-7037		
Job title: HR Director					
Employed by: Citrus 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: Citrus County Tax Collector					
Your Title: HR Director			Employment Dates: 3/31/25-Present		
Employer: Citrus County Tax Collector					
Your Title: Admin Director			Employment Dates: 1/28/02-11/30/21, 12/5/22-8/31/23		
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 0041	The Collection & Distribution of Property Taxes	30	TCC 0041C	Strategic Management	30
TCC 0042	The Collection of Licenses, Taxes and Fees	30	TCC 0041D	Duties & Responsibilities of Florida Tax Collectors	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: 4/8/25	



CERTIFIED FLORIDA COLLECTOR ASSISTANT

The Florida Department of Revenue

Hereby Certifies That

Marian M. Nosal

Has Successfully Completed the Requirements for the Designation

On This 1st Day of January, 2023

Jim Zingale
Executive Director
Florida Department of Revenue



Rene Lewis
Director, Property Tax Oversight
Florida Department of Revenue

Florida Department of Revenue

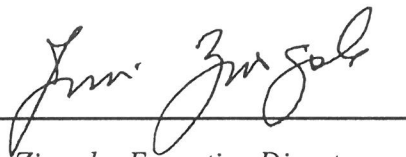
Tallahassee, Florida

Property Tax Administration Program

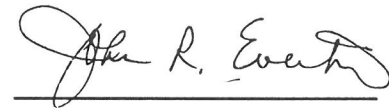
Certifies that

Marian Nosal

has successfully completed the course TCC 501,
Duties & Responsibilities Of Florida Tax Collectors,
August 26 - 30, 2002
Thirty Contact Hours



*Jim Zingale, Executive Director
Florida Department of Revenue*



*John R. Everton, Chairman
Admissions Committee*

Florida Department of Revenue

Tallahassee, Florida

Property Tax Administration Program

Certifies that

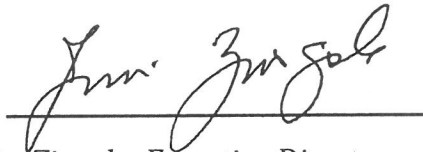
Marian Nosal

has successfully completed the course TCC 504,

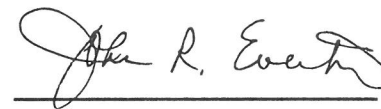
The Collection Of Licenses, Taxes And Fees,

October 7-11, 2002

Thirty Contact Hours



*Jim Zingale, Executive Director
Florida Department of Revenue*



*John R. Everton, Chairman
Admissions Committee*

Florida Department of Revenue

Tallahassee, Florida

Property Tax Administration Program

Certifies that

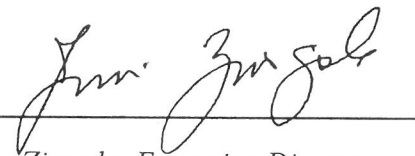
Marian Nosal

has successfully completed the course TCC 502B,

Strategic Management,

February 2-6, 2004

Thirty Contact Hours



Jim Zingale, Executive Director
Florida Department of Revenue



David Beggs, Chairman
Admissions Committee

Florida Department of Revenue

Tallahassee, Florida

Property Tax Administration Program

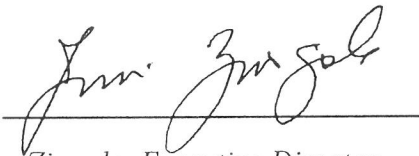
Certifies that

Marian Nosal

has successfully completed the course TCC 503,
The Collection & Distribution Of Property Taxes,

April 19-23, 2004

Thirty Contact Hours



*Jim Zingale, Executive Director
Florida Department of Revenue*



*David Beggs, Chairman
Admissions Committee*



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Monica Oliver		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Manatee		Job Title: Associate III	
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>		Reinstatement: <input type="checkbox"/>	
Certification Date:	04/01/25		

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: 03/11/22	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 503 - Collection and Distribution of Property Taxes and Special Assessments	30	Attended Course
FLHSMV - Driver License Preparatory Training (Instructor Led)	64	Attended Course
Total Hours	124	

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): MONICA OLIVER					
Business email address: MONICAO@taxcollector.com				Business phone number: 941.741.4800	
Job title: ASSOCIATE III					
Employed by: MANATEE 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: MANATEE COUNTY TAX COLLECTOR					
Your Title: ASSOCIATE III				Employment Dates: 03/11/2022 - 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
TC-0040C	TCC 501 Duties & Responsibilities of Florida Tax Collectors	30	TC-0024C	Driver's License Preparatory Training	64
TC-0036C	TCC 503 Collection & Distributions of Property Taxes & Special Assessments	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: Oliver.Monica		Digitally signed by Oliver.Monica Date: 2025.03.11 14:41:07 -04'00'		Date: 03/11/2025	



This certificate is awarded to

MONICA OLIVER

for the successful completion of

Driver License Preparatory Training - TC Instructor-Led Training

by Certified Tax Collector Trainers

64 Hours 00 Minutes

Date of Course Completion: 8/16/2022

Congratulations,

Monica Oliver

on completing

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

Course Number: TC-0036C

on

September 1, 2022
30 credit hours





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

Certifies that

Monica Oliver

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C

March 3, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Richard Olsen		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Lake	Job Title: Compliance Review Officer		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	05/01/25		

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: 03/06/23	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 503 Collection & Distribution of Property Taxes and Special Assessments	30	Attended Course
90-hours per 12D-19.003(3)(b)		
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
AAMVA - Counterfeits and Alterations	0.75	Attended Course
AAMVA - Driver License and ID Cards	0.75	Attended Course
AAMVA - Vehicle Identification Documents	0.50	Attended Course
AAMVA - Expanding the Review	0.50	Attended Course
AAMVA - Birth Certificates	0.50	Attended Course
AAMVA - Canadian Birth Certificates, Drive and Vehicle Documents	0.75	Attended Course
AAMVA - Canadian Travel, Citizenship and Immigration Documents	1	Attended Course
AAMVA - Internal Fraud for Staff	0.75	Attended Course
AAMVA - Introduction to Covert Features	0.75	Attended Course
Total Hours	96.25	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes: Total hours: 120.5



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Richard Olsen		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Lake	Job Title: Compliance Review Officer		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	05/01/25		

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: 03/06/23	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
90-hours per 12D-19.003(3)(b)		
AAMVA - Introduction to Fraud	1	Attended Course
AAMVA - Mexican Documents	0.75	Attended Course
AAMVA - Military ID Cards	0.50	Attended Course
AAMVA - People and Actions	0.75	Attended Course
AAMVA - Security Features	1	Attended Course
AAMVA - Social Security Cards	0.50	Attended Course
AAMVA - Travel Documents	0.75	Attended Course
AAMVA - U.S. Immigration Documents	0.75	Attended Course
FLHSMV - Information and Cyber Security Awareness Training	0.50	Attended Course
AAMVA - CDL Module 1	2.5	Attended Course
AAMVA - CDL Module 2	0.75	Attended Course
AAMVA - CDL Module 3	0.75	Attended Course
AAMVA - CDL Module 4	0.75	Attended Course
Total Hours	11.25	

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



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Richard Olsen		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Lake	Job Title: Compliance Review Officer		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	05/01/25		

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: 03/06/23	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
90-hours per 12D-19.003(3)(b)		
FLHSMV - Driver License Preparatory Training (Online)	12	Attended Course
FLHSMV - Heavy Vehicle Use Tax	1	Attended Course
Total Hours	13	

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

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): Richard Olsen					
Business email address: n/a				Business phone number: 352-343-9602	
Job title: Compliance Review Officer					
Employed by: Office of The Lake 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 The Lake County Tax Collector					
Your Title: Compliance Review Officer				Employment Dates: 03/06/2023 - 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
TC-0001C	Counterfeits & Alterations	.75 (45 min)	TC-0003C	Vehicle Identification Documents	.50 (30 min)
TC-0002C	Driver's License & ID Cards	.75 (45 min)	TC-0005C	Birth Certificates	.50 (30 min)
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: Richard E Olsen				Date: 04/22/2025	

05/09/2025

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Application for
Florida Professional Certification
Property Tax Oversight Certification and Training

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): Richard Olsen					
Business email address: n/a				Business phone number: 352-343-9602	
Job title: Compliance Review Officer					
Employed by: Office of The Lake 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 The Lake County Tax Collector					
Your Title: Compliance Review Officer				Employment Dates: 03/06/2023 - 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
TC-0006C	Canadian BC, Driver and Vehicle Documents	.75 (45 min)	TC-0008C	Internal Fraud for Staff	.75 (45 min)
TC-0007C	Canadian Travel, Citizenship, & Immigration Docs	1.0 (60 min)	TC-0009C	Introduction to Covert Features	.75 (45 min)
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: Richard E Olsen				Date: 04/22/2025	

05/09/2025

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Application for
Florida Professional Certification
Property Tax Oversight Certification and Training

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): Richard Olsen					
Business email address: n/a				Business phone number: 352-343-9602	
Job title: Compliance Review Officer					
Employed by: Office of The Lake 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 The Lake County Tax Collector					
Your Title: Compliance Review Officer				Employment Dates: 03/06/2023 - 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
TC-0010C	Introduction to Fraud	1.0 (60 min)	TC-0012C	Military ID Cards	.50 (30 min)
TC-0011C	Mexican Documents	.75 (45 min)	TC-0013C	People and Actions	.75 (45 min)
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: Richard E Olsen				Date: 04/22/2025	

05/09/2025

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Application for
Florida Professional Certification
Property Tax Oversight Certification and Training

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): Richard Olsen					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Compliance Review Officer					
Employed by: Office of The Lake 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: Office of The Lake County Tax Collector					
Your Title: Compliance Review Officer			Employment Dates: 03/06/2023 - 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
TC-0014C	Security Features	1.0 (60 min)	TC-0016C	Travel Documents	.75 (45 min)
TC-0015C	Social Security Cards	.50 (30 min)	TC-0017C	U.S. Immigration Documents	.75 (45 min)
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>Richard E Olsen</i>				Date: 04/22/2025	

05/09/2025

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Application for
Florida Professional Certification
Property Tax Oversight Certification and Training

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): Richard Olsen					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Compliance Review Officer					
Employed by: Office of The Lake 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: Office of The Lake County Tax Collector					
Your Title: Compliance Review Officer			Employment Dates: 03/06/2023 - 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
TC-0018C	CDL Module 1	2.5	TC-0020C	CDL Module 3	.75 (45 min)
TC-0019C	CDL Module 2	.75 (45 min)	TC-0021C	CDL Module 4	.75 (45 min)
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>Richard E Olsen</i>				Date: 04/22/2025	

05/09/2025

reo



**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): Richard Olsen					
Business email address: n/a				Business phone number: 352-343-9602	
Job title: Compliance Review Officer					
Employed by: Office of The Lake 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 The Lake County Tax Collector					
Your Title: Compliance Review Officer				Employment Dates: 03/06/2023 - 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
TC0037C	TCC 001 Bankruptcy	15.0	TC0036C	TCC 503 Collect & Dist of Property Taxes	30.0
TC0039C	TCC 003 Customer Service	5.0	TC0042C	TCC 504 Collect of Licenses, Taxes, & Fees	30.0
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>Richard E Olsen</i>				Date: 04/22/2025	

05/09/2025

reo



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**

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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): Richard Olsen					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Compliance Review Officer					
Employed by: Office of The Lake 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 The Lake County Tax Collector					
Your Title: Compliance Review Officer			Employment Dates: 03/06/2023 - 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
TC0004C	AAMVA - Expanding the Review	0.50	TC0044C	Heavy Vehicle Use Tax	1.00
TC0045C	Cyber Security	0.50	TC0038C	TCC 002 Effective Decision-Making	10.00
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: Richard E Olsen				Date: 05/09/2025	



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

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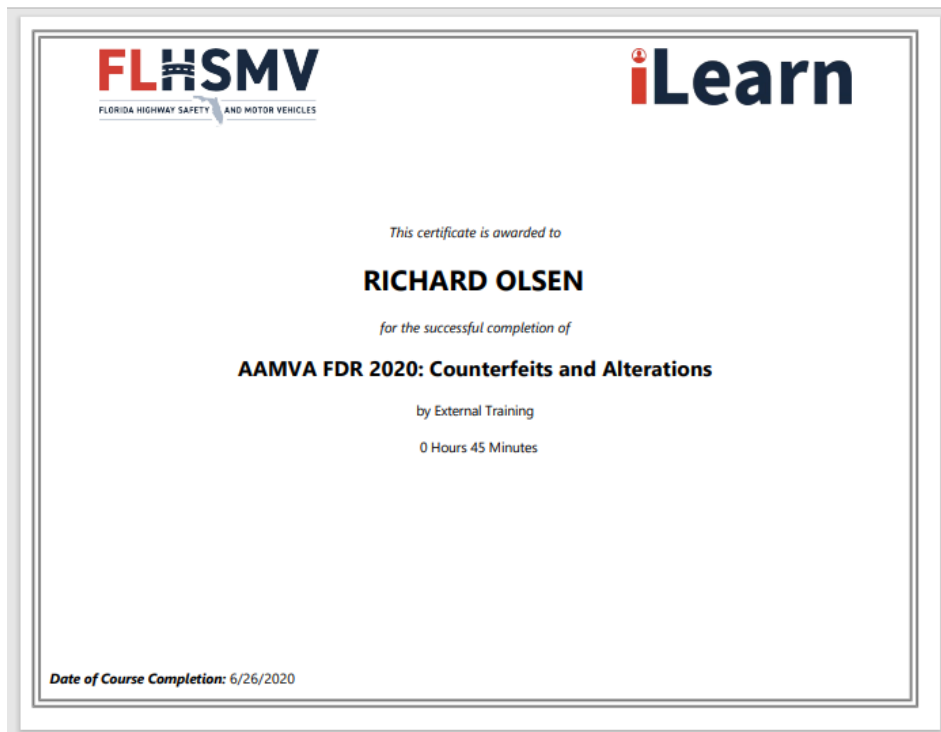
Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Richard Olsen					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Compliance Review Officer					
Employed by: Office of The Lake 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 The Lake County Tax Collector					
Your Title: Compliance Review Officer			Employment Dates: 03/06/2023 - 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
TC0025C	Driver License Preparatory Training - OLT	12.0			
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: Richard E Olsen				Date: 04/22/2025	

05/09/2025

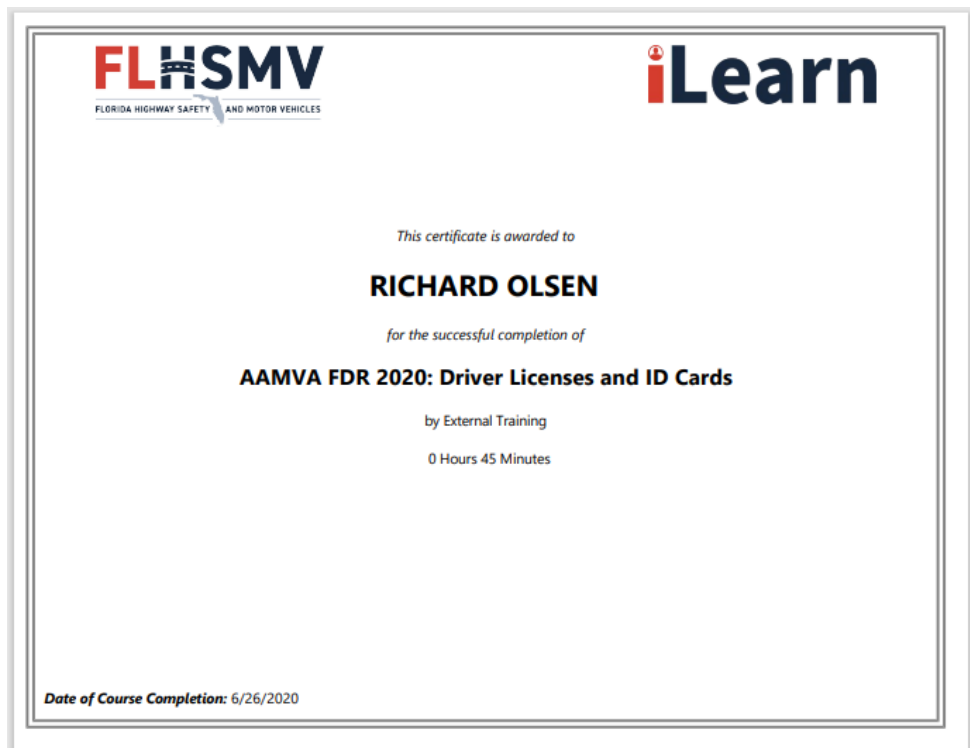
reo

Richard Olsen - CFA and CFCA Courses –

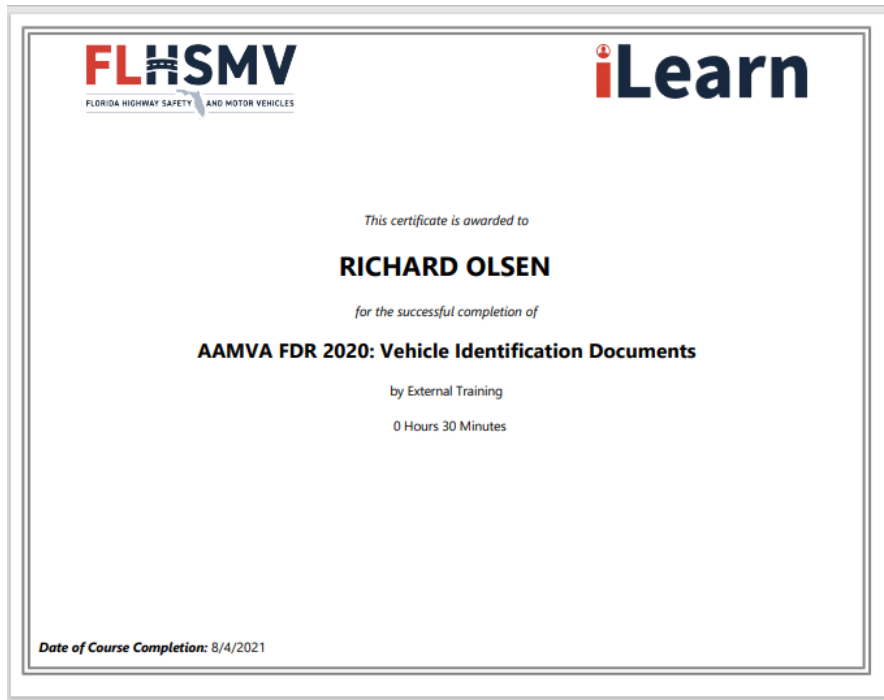
TC-0001C Counterfeits and Alterations



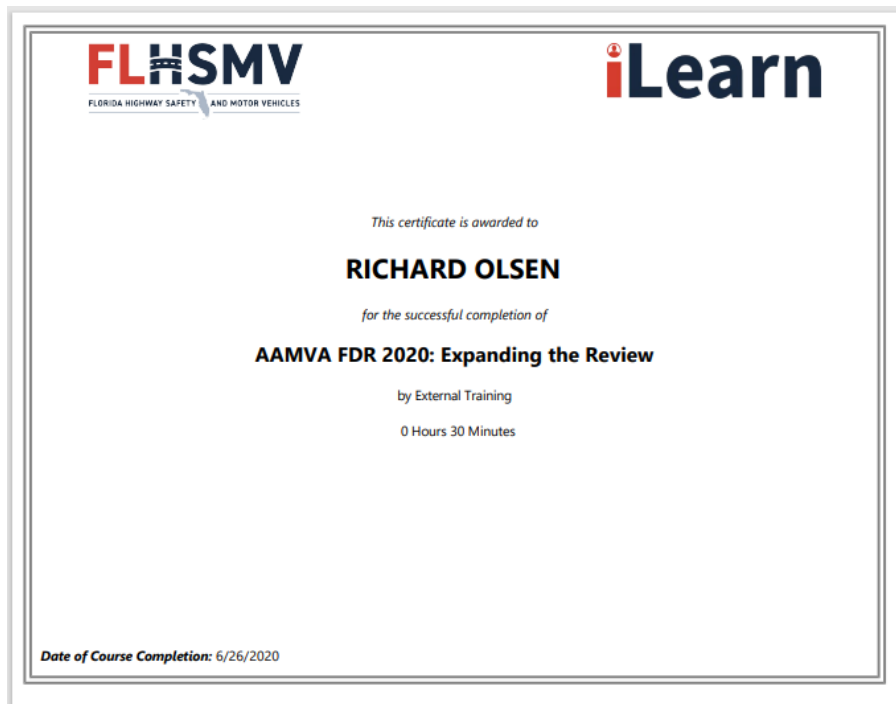
TC-0002C Driver License and ID Cards



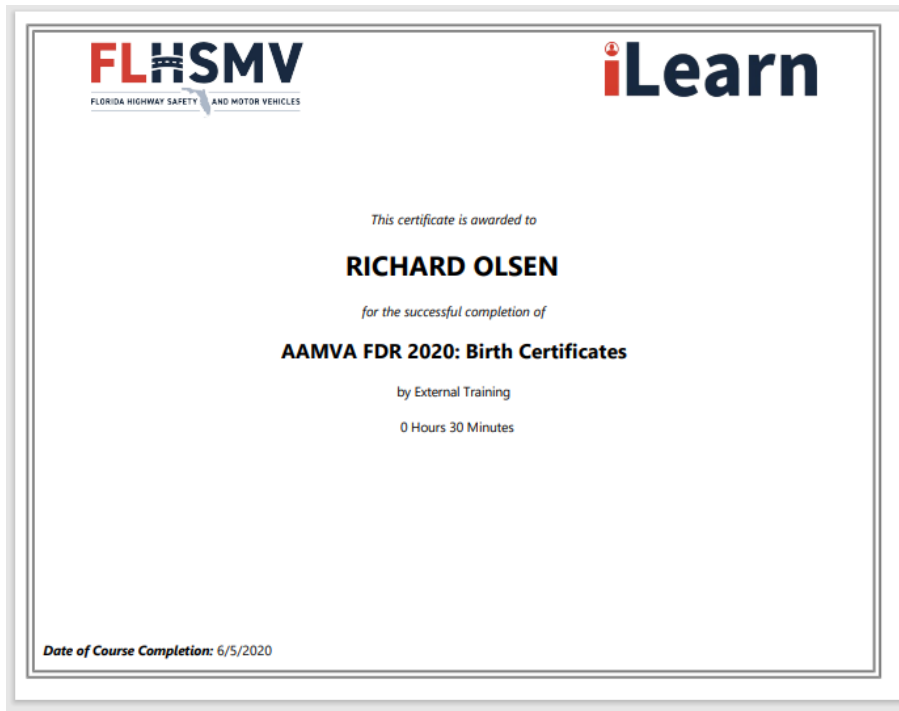
TC-0003C Vehicle Identification Documents



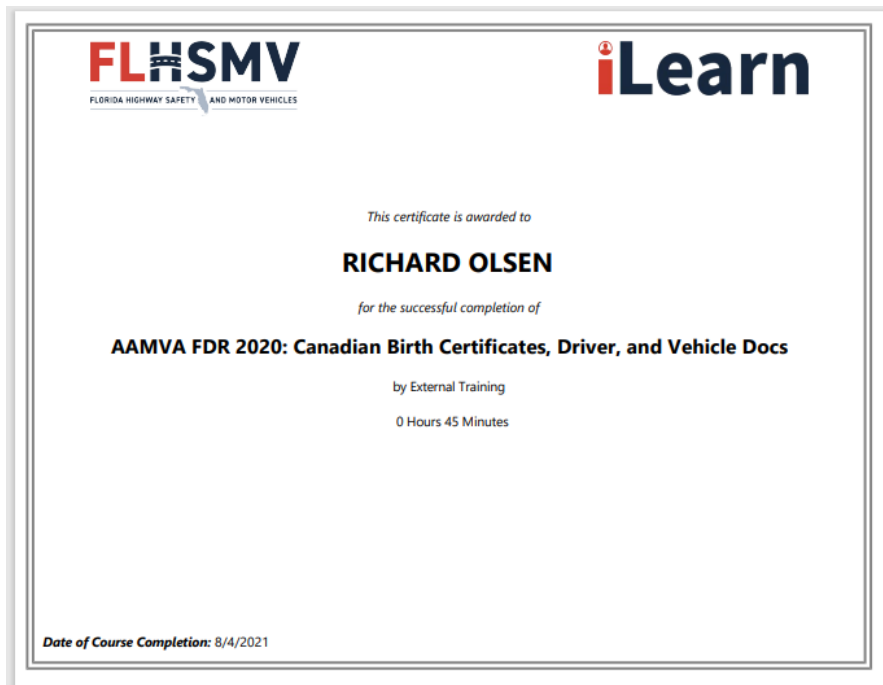
TC-0004C Expanding the Review



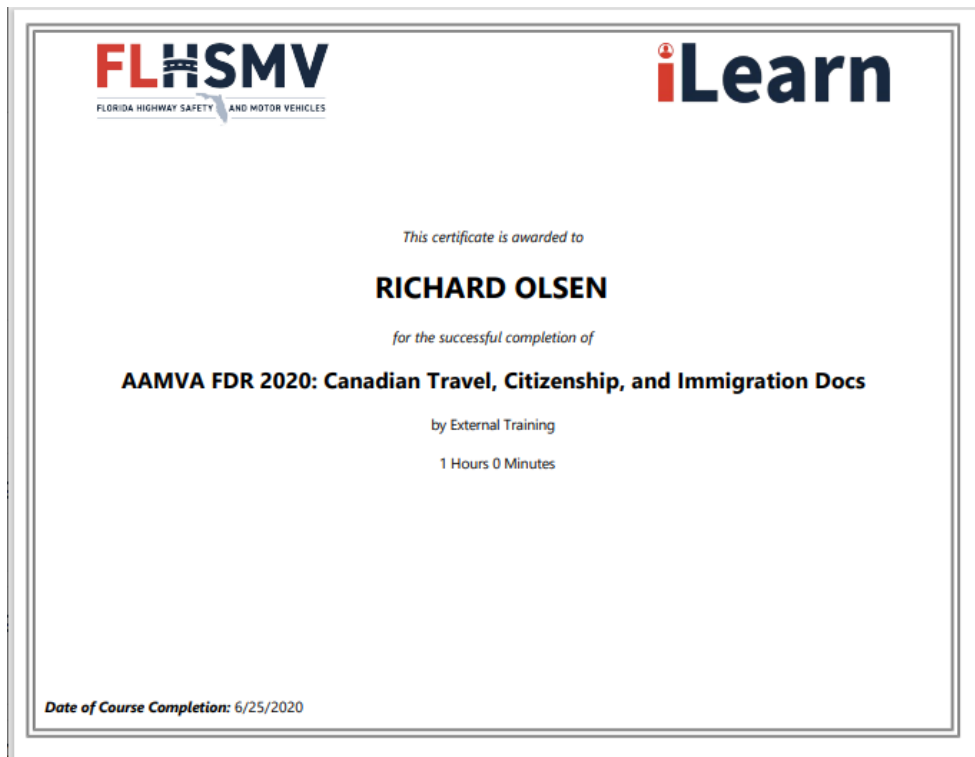
TC-0005C Birth Certificates



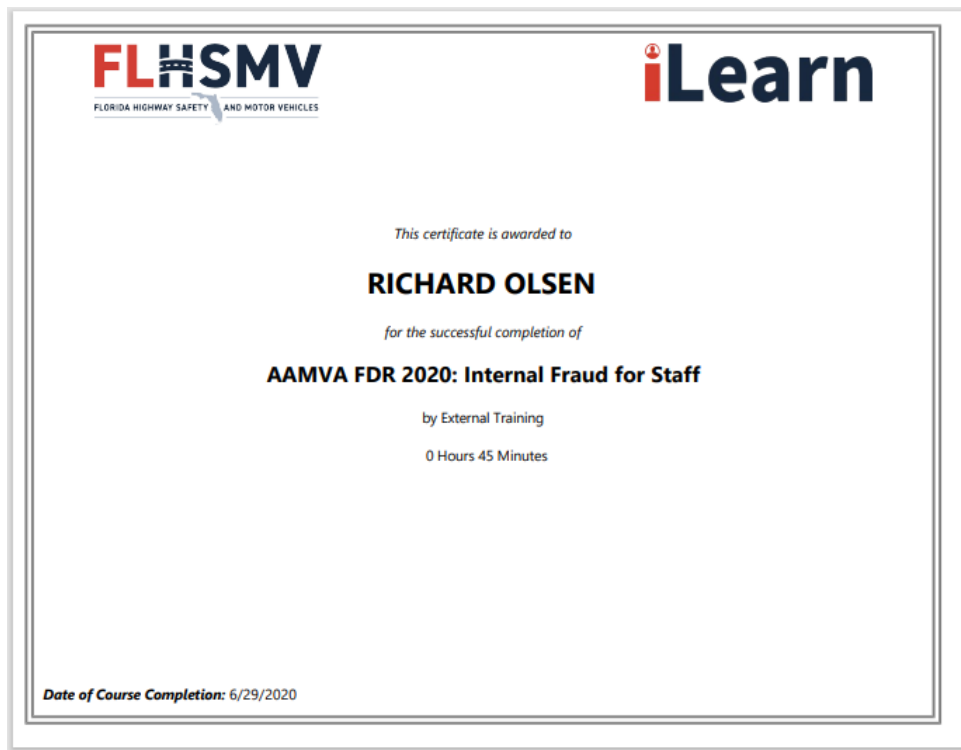
TC-0006C



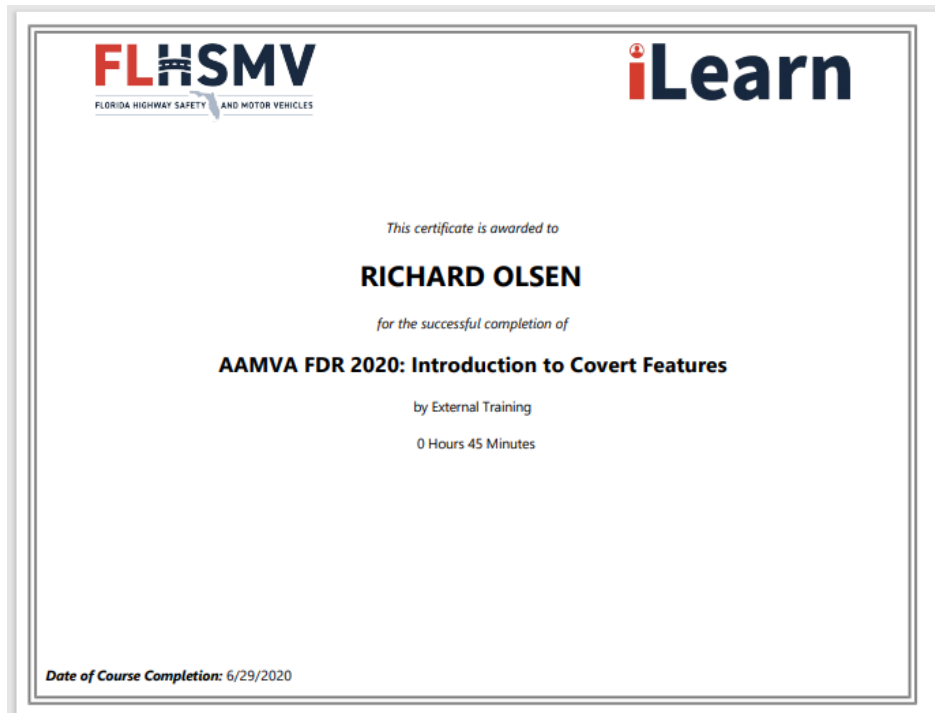
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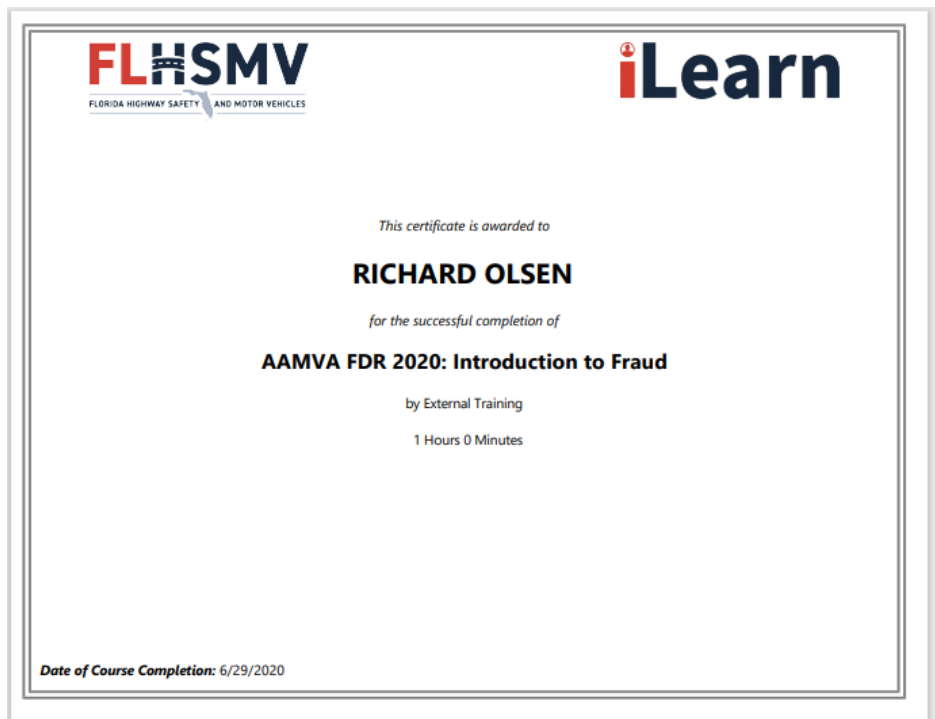
TC-0008C



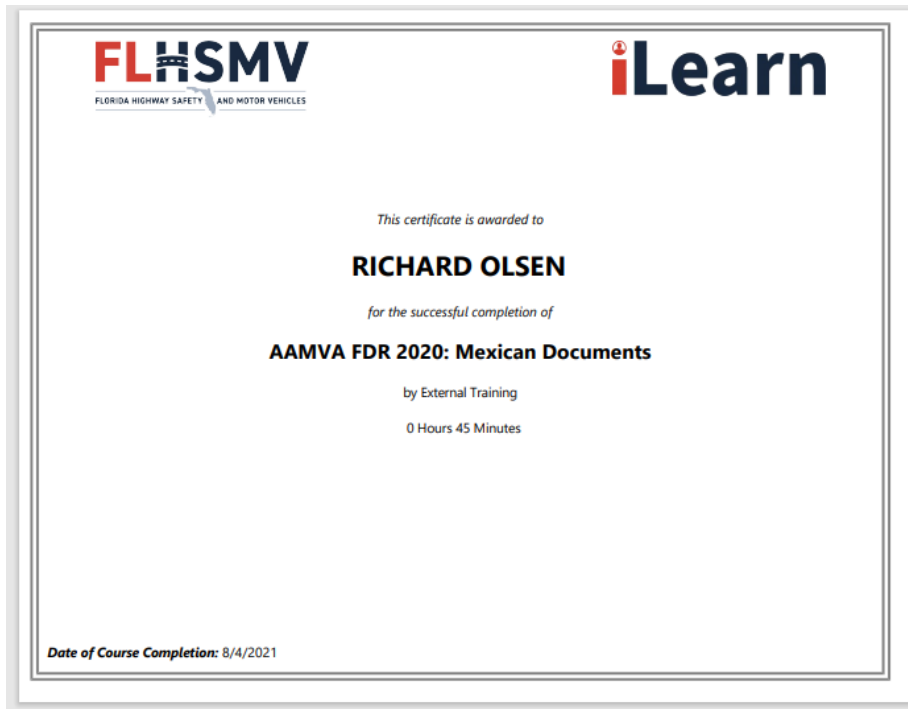
TC-0009C



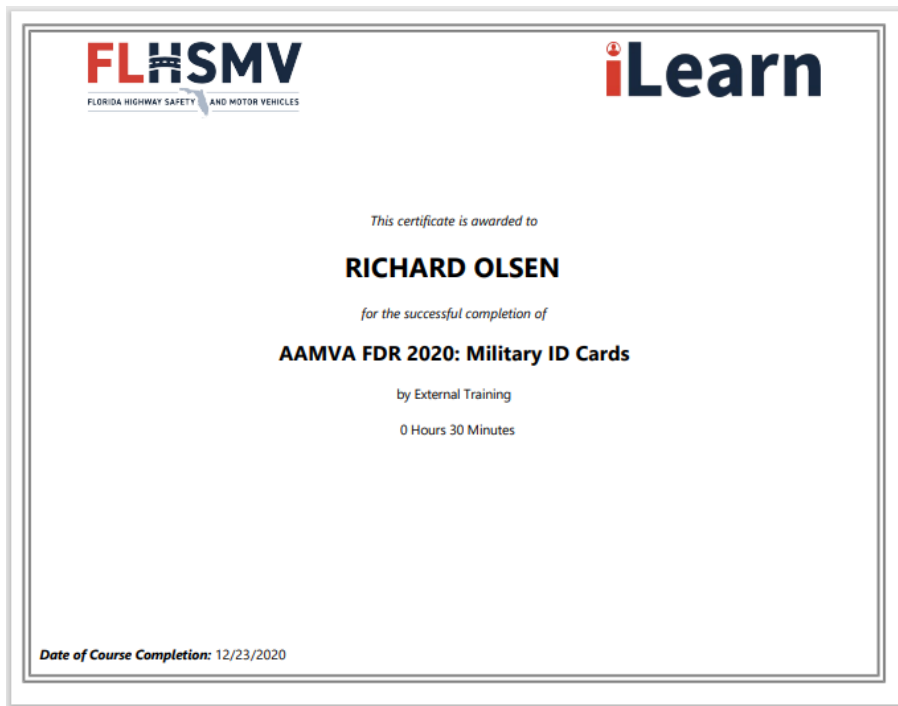
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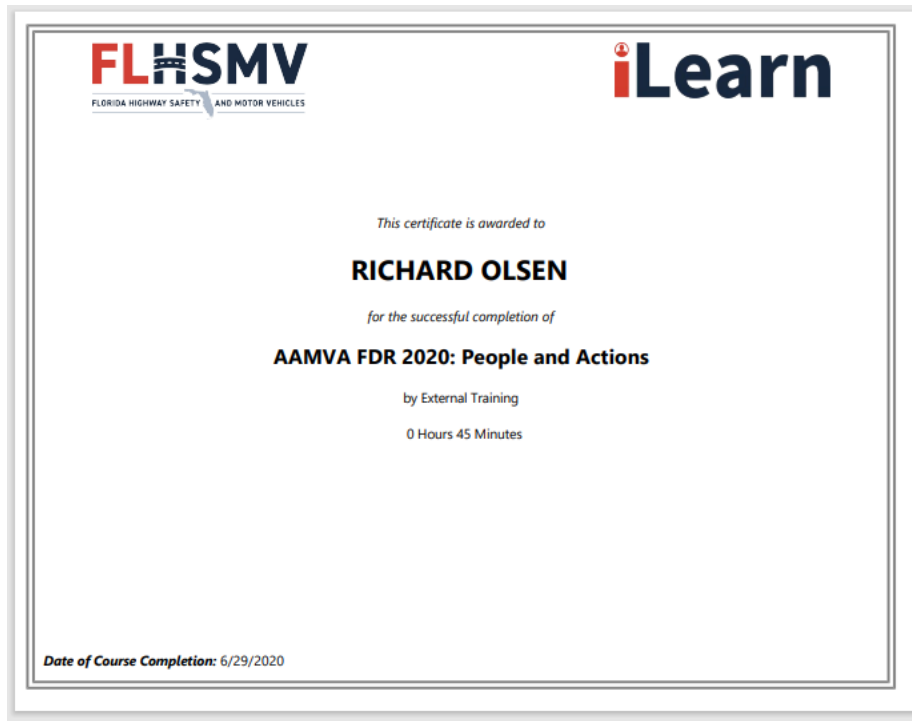
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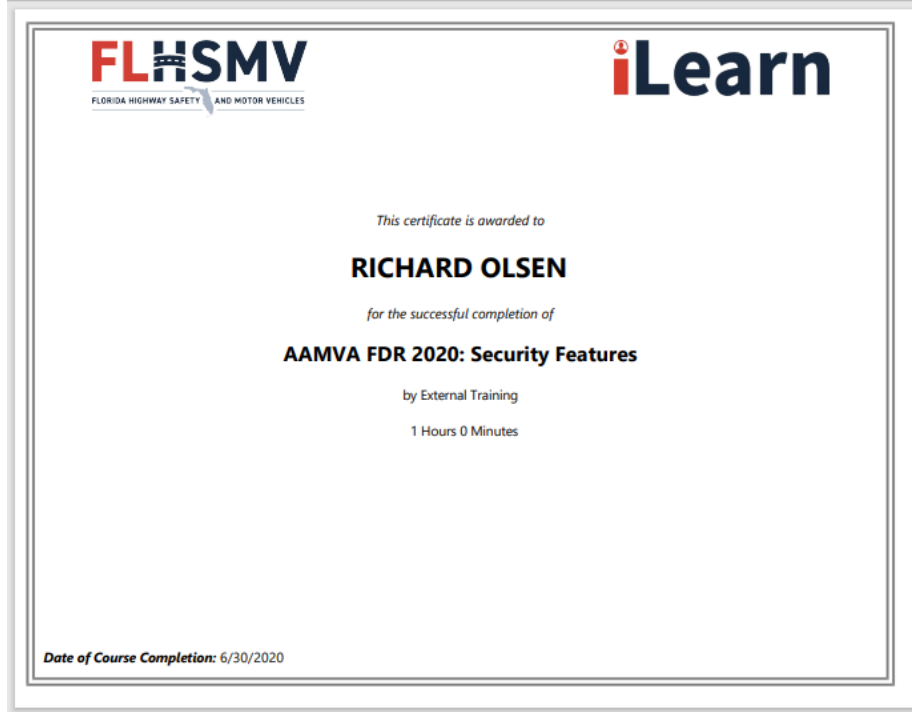
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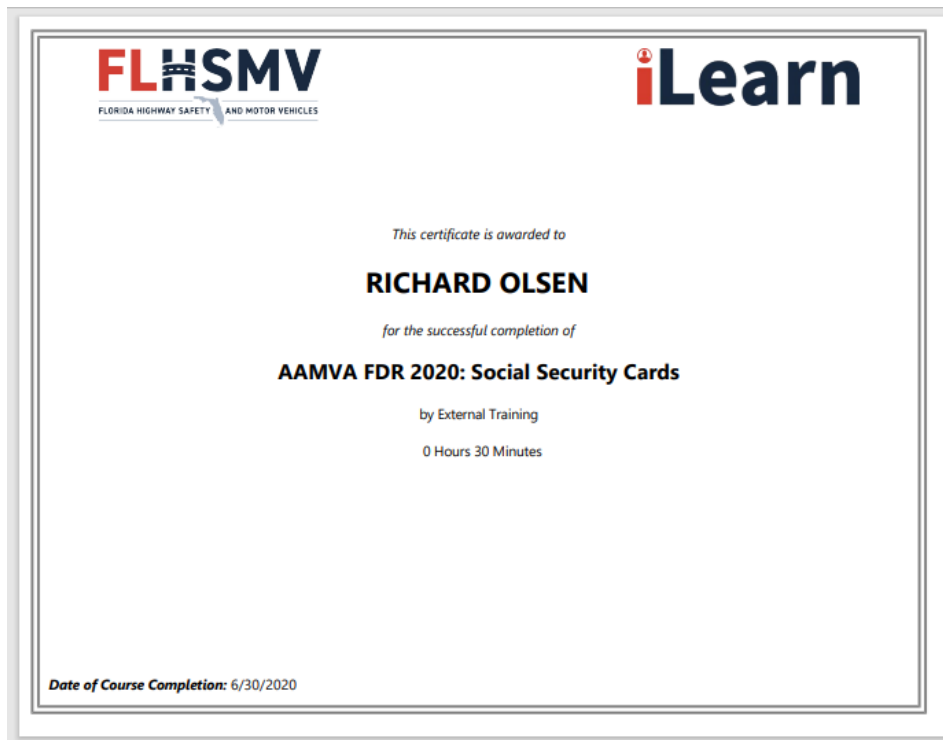
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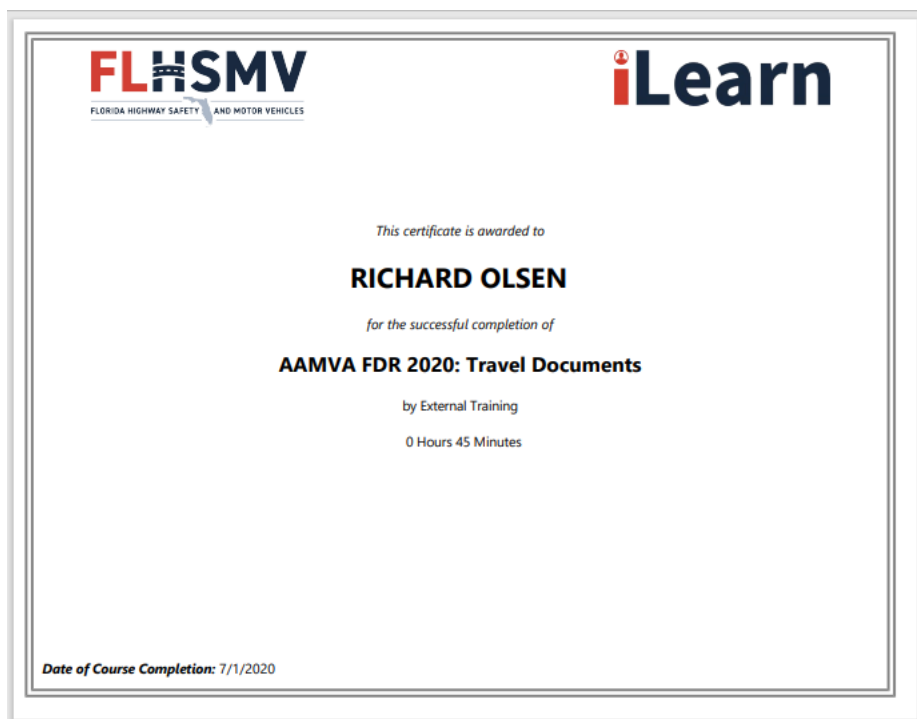
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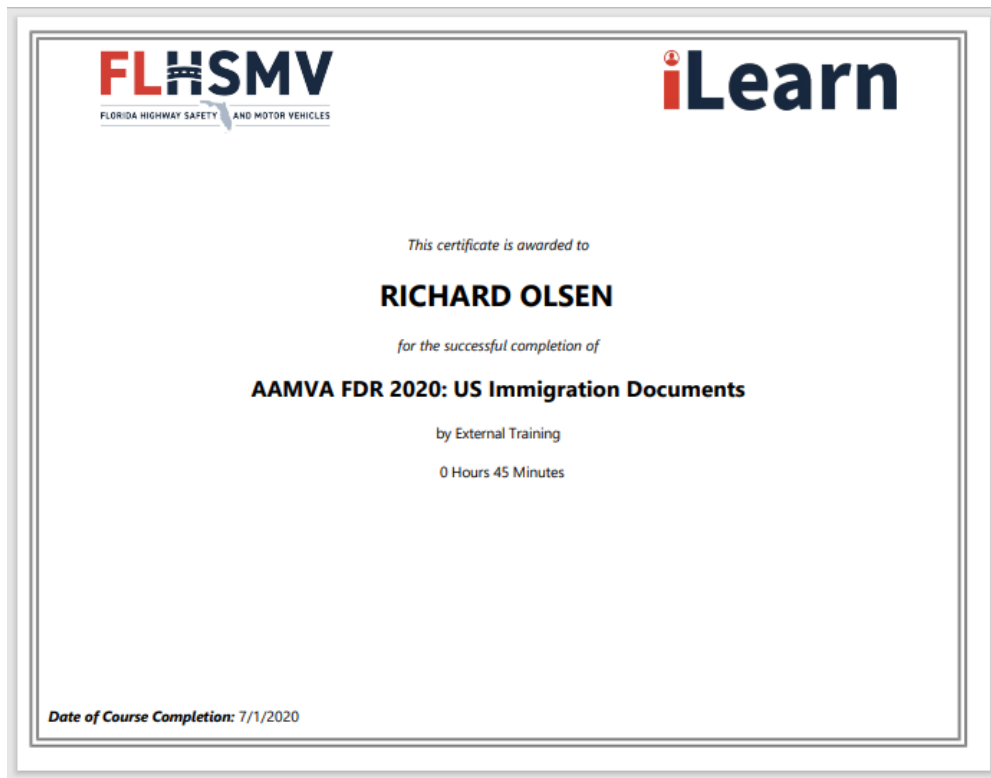
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TC – 0016C



TC – 0017C



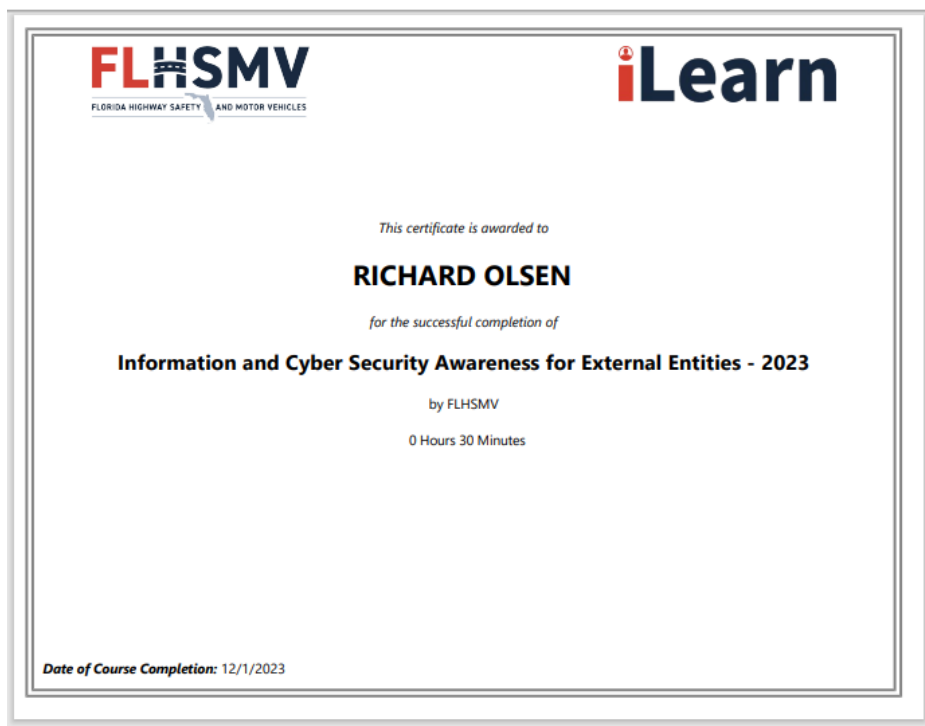
TC – 0027C



TC- 0029C



TC- 0045C



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

Certifies that

Richard Olsen

has successfully completed

**TCC 504 - COLLECTION OF LICENSES,
TAXES, AND FEES**

Course Number: TC-0042C

June 24-27, 2024
30 credit hours



Congratulations,
Richard Olsen

on completing

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

Course Number: TC-0036C

on

July 23, 2024
30 credit hours



This certificate is awarded to

RICHARD OLSEN

for the successful completion of

AAMVA CDL 2024: Module 1 - Introduction to CDL Licensing

by External Training

2 Hours 30 Minutes

Date of Course Completion: 8/9/2024

This certificate is awarded to

RICHARD OLSEN

for the successful completion of

AAMVA CDL 2024: Module 2 - Overview of the CDL Tests

by External Training

0 Hours 45 Minutes

Date of Course Completion: 8/9/2024

This certificate is awarded to

RICHARD OLSEN

for the successful completion of

AAMVA CDL 2024: Module 3 - CDL Knowledge Tests Overview

by External Training

0 Hours 45 Minutes

Date of Course Completion: 8/9/2024

This certificate is awarded to

RICHARD OLSEN

for the successful completion of

AAMVA CDL 2024: Module 4 - CKE End-of-Course Exam Overview

by External Training

0 Hours 45 Minutes

Date of Course Completion: 8/9/2024



This certificate is awarded to

RICHARD OLSEN

for the successful completion of

Driver License Preparatory Training - OLT

by FLHSMV

12 Hours

Date of Course Completion: 3/8/2025



Congratulations,

Richard Olsen

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

April 17, 2025
15 credit hours





Congratulations,

Richard Olsen

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

April 17, 2025
5 credit hours



This certificate is awarded to

RICHARD OLSEN

for the successful completion of

Heavy Vehicle Use Tax (HVUT) - 2021

by FLHSMV

1 Hours 0 Minutes



Congratulations,

Richard Olsen

on completing

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

Course Number: TC-0038C

on

April 30, 2025
10 credit hours



Richard E Olsen



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Heather Onuska		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Volusia	Job Title: Tax Analyst		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	04/01/25		

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: 01/05/21	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
TC

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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): Heather Onuska					
Business email address: honuska@vctaxcollector.org				Business phone number: 386-736-5938 ext. 12351	
Job title: Tax Analyst					
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: Tax Analyst				Employment Dates: 1/5/2021-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
TC0040C	Duties & Responsibilities-FL Tax Collectors	30	TC0036C	Collection & Distribution-Property Taxes & Special Assessments	30
TC0041C	Leadership & Mgmt. Skills-FL Tax Collector's office	30	TC0042C	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: <i>Heather Onuska</i>				Date: <i>3-12-25</i>	

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

Certifies that

Heather Onuska

has successfully completed

**TCC 504 - COLLECTION OF LICENSES,
TAXES, AND FEES**

Course Number: TC-0042C

June 24-27, 2024
30 credit hours



Congratulations,
Heather Onuska

on completing

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

Course Number: TC-0036C

on

July 30, 2024
30 credit hours



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

Certifies that

Heather Onuska

has successfully completed

**TCC 502 - LEADERSHIP AND MANAGEMENT
SKILLS IN A FLORIDA TAX COLLECTOR'S
OFFICE**

Course Number: TC-0041C

September 23, 2024
30 credit hours





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

Certifies that

Heather Onuska

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C

March 3, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Elbert Pagan		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Orange	Job Title: Chief Information Officer		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	05/01/25		

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: 12/27/16	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 503 - Collection and Distribution of Property Taxes and Special 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: The applicant completed the TCC 501 twice. These course hours satisfy the requirement of 12D-19.003(3)(a), FAC.



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

DR-4001
N 10/21
Rule 12D-16.002, F.A.C.
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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): ELBERT PAGAN					
Business email address: epagan@octaxcol.com				Business phone number: 4078362759	
Job title: CHIEF INFORMATION OFFICER					
Employed by: ORANGE 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: ORANGE COUNTY TAX COLLECTOR					
Your Title: CHIEF INFORMATION OFFICER				Employment Dates: 12/27/2016 - 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 <u>copy</u> of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC0036C	COLLECTION & DISTRIBUTION OF PROPERTY TAX & SPECIAL ASSESSMENTS	30	TC0040C	DUTIES & RESPONSIBILITIES OF FL TAX COLLECTOR	30
TC0041C	MANAGEMENT OF A FL AX COLLECTOR'S OFFICE	30	TC0039C	CUSTOMER SERVICE	5
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: 5/7/25	



**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
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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): ELBERT PAGAN					
Business email address: epagan@octaxcol.com			Business phone number: 4078362759		
Job title: CHIEF INFORMATION OFFICER					
Employed by: ORANGE 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: ORANGE COUNTY TAX COLLECTOR					
Your Title: CHIEF INFORMATION OFFICER			Employment Dates: 12/27/2016 - 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 <u>copy</u> of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC0037C	BANKRUPTCY	15	TC0038C	EFFECTIVE DECISION MAKING	10
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: 5/7/25	

TCC 001 Bankruptcy

Resources | Me

Congratulations


Elbert Pagan

on completing the

TCC 001 Bankruptcy course on

8/21/2018

15 credit hours



Print **Print Help**

Speaker icon, Play/Pause button, Progress bar, Refresh button, < PREV button

Congratulations

Elbert Pagan

on completing the
TCC 002 Effective Decision Making course on
8/28/2018
10 credit hours



Print

Print Help



PREV

NEXT

The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team



Certifies that

Elbert Pagan

has successfully completed

MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE

TCC 502, 30 Hours

September 16-20, 2019

The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team



Certifies that

Elbert Pagan

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

Elbert Pagan

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C

March 1, 2025
30 credit hours





Congratulations,

Elbert Pagan

on completing

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

Course Number: TC-0036C

on

April 30, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Jamie Leigh Pastor		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Martin	Job Title: Accounting Clerk		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	04/01/25		

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: 07/07/21	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
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
TC

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): Jamie Leigh Pastor					
Business email address: jpastor@martintax.us			Business phone number: 772-288-5965		
Job title: Accounting Clerk					
Employed by: Martin 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: Martin County Tax Collector					
Your Title: Accounting Clerk			Employment Dates: 07/07/2021 to 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
TC0042C	TCC504-Collection of Licenses, Taxes and Fees	30	TC0040C	TCC501-Duties and Responsibilities	30
TC0041C	TCC502-Management of a Florida Tax Collector's Office	30	TC0037C	TCC001-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: 			Date: 3/12/25		



**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
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TC

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

☒ **Initial Certification** - \$25 fee ☐ **Annual Recertification** - \$5 fee ☐ **Reinstatement of Certification** - \$5 fee

Applicant Information

Applicant's name (as you would like it to appear on the certificate): Jamie Leigh Pastor

Business email address: jpastor@martintax.us

Business phone number: 772-288-5965

Job title: Accounting Clerk

Employed by: Martin 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:

☐ Certified Florida Appraiser ☐ Certified Florida Evaluator ☐ Certified Cadastralist of Florida
☐ Certified Florida Collector ☒ 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: Martin County Tax Collector

Your Title: Accounting Clerk

Employment Dates: 07/07/2021 to 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
TC0039C	TCC003-Customer Service Training	5	TC0038C	TCC002-Effective Decision Making in the Workplace	10

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:

3/12/25

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

Certifies that

Jamie Leigh Pastor

has successfully completed

**TCC 504 - COLLECTION OF LICENSES,
TAXES, AND FEES**

Course Number: TC-0042C

June 16-21, 2023
30 credit hours



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

Certifies that

Jamie Leigh Pastor

has successfully completed

**TCC 502 - MANAGEMENT OF A FLORIDA
TAX COLLECTOR'S OFFICE**

Course Number: TC-0041C

September 18-21, 2023
30 credit hours



Congratulations,

Jamie Leigh Pastor

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

March 11, 2024
5 credit hours



Congratulations,

Jamie Leigh Pastor

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

May 10, 2024
15 credit hours



Congratulations,

Jamie Leigh Pastor

on completing

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

Course Number: TC-0038C

on

May 17, 2024
10 credit hours





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

Certifies that

Jamie Leigh Pastor

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C

March 3, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Amelie Perez		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Manatee	Job Title: Field Deputy		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	05/01/25		

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: 06/10/20	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 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
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TC

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): Amelie Perez					
Business email address: AmelieP@taxcollector.com			Business phone number: 941-741-4809		
Job title: Field Deputy					
Employed by: Manatee 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: Manatee County Tax Collector					
Your Title: Field Deputy			Employment Dates: 06/10/2020 - 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
TCC501/TC-0040C	Duties and Responsibilities of Florida Tax Collectors	30	TCC503/TC-0036C	Collection and Distribution of Property Taxes and Special Assessments	30
TCC502/TC-0041C	Leadership and Management Skills in a Florida Tax Collector's Office	30	TCC504/TC-0042C	Collection of Licenses, Taxes 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: Perez.Amelie			Digitally signed by Perez.Amelie Date: 2025.04.04 15:39:15 -04'00'		Date: 04/04/2025

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* (incorporated by reference in Rule 12D-16.002, F.A.C.).

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

Amelie Perez

has successfully completed

**TCC 504 - COLLECTION OF LICENSES,
TAXES, AND FEES**

Course Number: TC-0042C

June 21-24, 2022
30 credit hours



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

Certifies that

Amelie Perez

has successfully completed

**TCC 502 - LEADERSHIP AND MANAGEMENT
SKILLS IN A FLORIDA TAX COLLECTOR'S
OFFICE**

Course Number: TC-0041C

September 25, 2024
30 credit hours





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

Certifies that

Amelie Perez

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C

March 4, 2025
30 credit hours





Congratulations,

Amelie Perez

on completing

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

Course Number: TC-0036C

on

April 3, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Monica Perez		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Orange	Job Title: Agency Assistant Manager		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	04/01/25		

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: 02/01/18	To: Present
From: 10/1/06	To: 1/1/18

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
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:

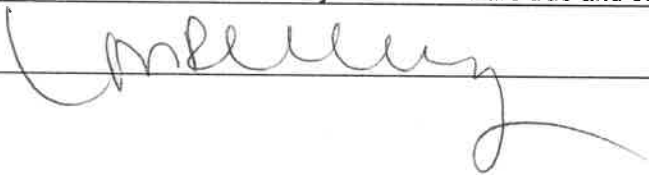


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
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TC

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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): Monica Perez					
Business email address: mcperez@octaxcol.com				Business phone number: 407-836-4102	
Job title: Agency Assistant Manager					
Employed by: Honorable Scott Randolph, Orange 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: Orange County Tax Collectors Office					
Your Title: Agency Assistant Manager				Employment Dates: 02/2018-Present	
Employer: Hillsborough County Tax Collector					
Your Title: Sr. Lead Worker				Employment Dates: 10/2006-01/2018	
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
TC0037C	BANKRUPTCY	15	TC0038C	EFFECTIVE DECISION MAKING IN THE WORKPLACE	10
TC0039C	CUSTOMER SERVICE TRAINING	5	TC0040C	DUTIES AND RESPONSIBILITIES	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: 03/26/2025	

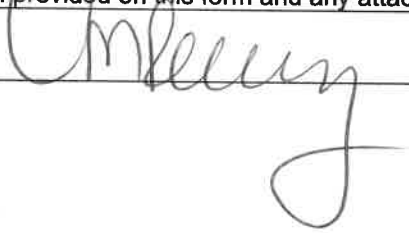


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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

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): Monica Perez					
Business email address: mcperez@octaxcol.com			Business phone number: 407-836-4102		
Job title: Agency Assistant Manager					
Employed by: Honorable Scott Randolph, Orange 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: Orange County Tax Collectors Office					
Your Title: Agency Assistant Manager			Employment Dates: 02/2018-Present		
Employer: Hillsborough County Tax Collector					
Your Title: Sr. Lead Worker			Employment Dates: 10/2006-01/2018		
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
TC0041C	LEADERSHIP & MANAGEMENT SKILLS IN A FL TC OFFICE	30	TCC042C	COLLECTION OF LICENSES & TAXES 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: 03/26/2025	

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

Certifies that

Monica Perez

has successfully completed

**TCC 504 - COLLECTION OF LICENSES,
TAXES, AND FEES**

Course Number: TC-0042C

June 24-27, 2024
30 credit hours



Congratulations,

Monica Perez

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

July 1, 2024
15 credit hours



Congratulations,

Monica Perez

on completing

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

Course Number: TC-0038C

on

July 3, 2024
10 credit hours



Congratulations,

Monica Perez

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

July 3, 2024
5 credit hours



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

Certifies that

Monica Perez

has successfully completed

**TCC 502 - LEADERSHIP AND MANAGEMENT
SKILLS IN A FLORIDA TAX COLLECTOR'S
OFFICE**

Course Number: TC-0041C

September 23, 2024
30 credit hours





The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team

Certifies that

Monica Perez

has successfully completed

TCC 501 - DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

Course Number: TC-0040C

March 4, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Pamala Phillips		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Collier	Job Title: Clerk in Motorist Services		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	04/01/25		

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: 12/16/18	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 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
FLHSMV - Driver License Preparatory Training (Instructor Led)	64	Attended Course
AAMVA - Expanding the Review	0.50	Attended Course
AAMVA - Driver License and ID Cards	0.75	Attended Course
AAMVA - Vehicle Identification Documents	0.83	Attended Course
AAMVA - Birth Certificates	0.50	Attended Course
AAMVA - Canadian Birth Certificates, Drive and Vehicle Documents	0.75	Attended Course
AAMVA - Canadian Travel, Citizenship and Immigration Documents	1	Attended Course
AAMVA - Internal Fraud for Staff	0.75	Attended Course
AAMVA - Introduction to Covert Features	0.75	Attended Course
AAMVA - Introduction to Fraud	1	Attended Course
AAMVA - Mexican Documents	0.75	Attended Course
Total Hours	116.58	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes: Total Hours: 126.33



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Pamala Phillips		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Collier		Job Title: Clerk in Motorist Services	
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>		Reinstatement: <input type="checkbox"/>	
Certification Date:	04/01/25		

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: 12/16/18	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
90-hours per 12D-19.003(3)(b)		
AAMVA - Military ID Cards	0.50	Attended Course
AAMVA - People and Actions	0.75	Attended Course
AAMVA - Security Features	1	Attended Course
AAMVA - Social Security Cards	0.50	Attended Course
AAMVA - Travel Documents	0.75	Attended Course
AAMVA - U.S. Immigration Documents	0.75	Attended Course
AAMVA - CDL Module 1	2.5	Attended Course
AAMVA - CDL Module 2	0.75	Attended Course
AAMVA - CDL Module 3	0.75	Attended Course
AAMVA - CDL Module 4	0.75	Attended Course
AAMVA - Counterfeits and Alterations	0.75	Attended Course
Total Hours	9.75	

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

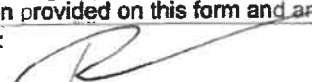


**Application for
Florida Professional Certification
Property Tax Oversight Certification and Training**

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

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): Pamala Phillips					
Business email address: pphillips@colliertax.com			Business phone number: 239-252-8502		
Job title: Clerk in Motorist Services					
Employed by: Collier 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: Collier County Tax Collector					
Your Title: Clerk in Motorist Services			Employment Dates: Dec. 16, 2018-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
TC 0024C	Driver's License Preparatory Training	64	TC 0040 C	TCC 501 Duties and Responsibilities of Fla. Tax Collectors	30
TC 0038C	TCC 002 Effective Decision Making in the Workplace	10	TC 0039C	TCC 003 Customer Service Training	5
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: 04/07/2025	




**Application for
Florida Professional Certification
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DR-4001
N. 10/21
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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):				Pamala Phillips	
Business email address:			pPhillips@colliertax.com		
Business phone number:			239-252-8502		
Job title: Clerk in Motorist Services					
Employed by: Collier 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			
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Employer: Collier County Tax Collector					
Your Title: Clerk in Motorist Services			Employment Dates: Dec. 16, 2018-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
TC0001C	Counterfeits and Alterations	.75(45m)	TC0002C	Drivers License and Cards	.75(45m)
TC0003C	Vehicle Identification Documents	.83(50m)	TC0004C	Expanding the Review	.50(30m)
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: 04/07/2025	

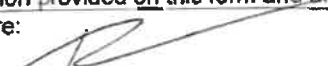


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Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate):			Pamala Phillips		
Business email address: pphillips@colliertax.com			Business phone number: 239-252-8502		
Job title: Clerk in Motorist Services					
Employed by: Collier 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: Collier County Tax Collector					
Your Title: Clerk in Motorist Services			Employment Dates: Dec. 16, 2018-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 <u>copy</u> of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC0005C	Birth Certificates	.50(30m)	TC0006C	Canadian Birth Certificates, Driver and Vehicle Docs	.75(45m)
TC0007C	Canadian Travel Citizenship, and Immigration Documents	1 hr.(60m)	TC0008C	Internal Fraud for Staff	.75(45m)
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: 04/07/2025	




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

DR-4001
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No.	Course Title	Hours	No.	Course Title	Hours
TC0009C	Introduction to Covert Features	.75(45m)	TC0010C	Introduction to Fraud	1 hr.(60m)
TC011C	Mexican Documents	.75(45m)	TC0012C	Military ID Cards	.50(30m)
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: 04/07/2025	




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

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
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Reason for Applying					
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Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Pamala Phillips					
Business email address: pphilips@colliertax.com			Business phone number: 239-252-8502		
Job title: Clerk in Motorist Services					
Employed by: Collier 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			
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Employer: Collier County Tax Collector					
Your Title: Clerk in Motorist Services			Employment Dates: Dec. 16,2018-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
TC0013C	People and Actions	.75(45m)	TC0014C	Security Features	1 hr.(60m)
TC0015C	Social Security Cards	.50(30m)	TC0016C	Travel Documents	.75(45m)
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: 04/07/2025	

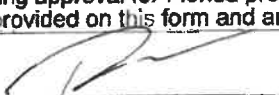


**Application for
Florida Professional Certification
Property Tax Oversight Certification and Training**

DR-4001
N. 10/21
Rule 12D-18.002, F.A.C.
Effective 10/21
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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): Pamala Phillips					
Business email address: pphillips@colliertax.com				Business phone number: 239-252-8502	
Job title: Clerk in Motorist Services					
Employed by: Collier County Tax Collector					
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<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
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Employer: Collier County Tax Collector					
Your Title: Clerk in Motorist Services				Employment Dates: Dec. 16, 2018-PRESENT	
Employer:					
Your Title:				Employment Dates:	
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No.	Course Title	Hours	No.	Course Title	Hours
TC0017C	US Immigration Documents	.75(45m)	TC0018C	CDL Module 1 (2 hours.30 min)	150 min
TC0019C	Module 2-overview of the CDL Tests	.75(45m)	TC0020C	Module 3 CDL Knowledge Tests Overview	.75(45m)
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: 04/07/2025	



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Applicant's name (as you would like it to appear on the certificate): Pamala Phillips					
Business email address: pphillips@colliertax.com			Business phone number: 239-252-8502		
Job title: Clerk in Motorist Services					
Employed by: Collier 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:					
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Employer: Collier County Tax Collector					
Your Title: Clerk in Motorist Services			Employment Dates: Dec. 16, 2018-PRESENT		
Employer:					
Your Title:			Employment Dates:		
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No.	Course Title	Hours	No.	Course Title	Hours
TC0021C	CDL Module 4	.75(45m)			
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: 04/07/2025		

FLHSMV

FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES

iLearn

This certificate is awarded to

PAMALA PHILLIPS

for the successful completion of

Driver License Preparatory Training – Virtual Instructor-Led Training

by FLHSMV

64 Hours 00 Minutes

Date of Course Completion: 10/1/2021

This certificate is awarded to

PAMALA PHILLIPS

for the successful completion of

AAMVA FDR 2024: Driver Licenses and ID Cards

by External Training

0 Hours 45 Minutes

TC-0002C

Date of Course Completion: 8/20/2024



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

PAMALA PHILLIPS

for the successful completion of

AAMVA FDR 2024: Vehicle Identification Documents

by External Training

0 Hours 50 Minutes

TC-0003C

Date of Course Completion: 8/20/2024

FLHSMV

FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES

iLearn

This certificate is awarded to

PAMALA PHILLIPS

for the successful completion of

AAMVA FDR 2024: Birth Certificates

by External Training

0 Hours 30 Minutes

TC-0005C

Date of Course Completion: 8/20/2024

This certificate is awarded to

PAMALA PHILLIPS

for the successful completion of

AAMVA FDR 2024: Canadian Birth Certificates, Driver, and Vehicle Docs

by External Training

0 Hours 45 Minutes

TC-0006C

Date of Course Completion: 8/20/2024



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

PAMALA PHILLIPS

for the successful completion of

AAMVA FDR 2024: Canadian Travel, Citizenship, and Immigration Docs

by External Training

1 Hours 0 Minutes

TC-0007C

Date of Course Completion: 8/20/2024

FLHSMV

FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES

iLearn

This certificate is awarded to

PAMALA PHILLIPS

for the successful completion of

AAMVA FDR 2024: Internal Fraud for Staff

by External Training

0 Hours 45 Minutes

TC-0008c

Date of Course Completion: 8/20/2024

This certificate is awarded to

PAMALA PHILLIPS

for the successful completion of

AAMVA FDR 2024: Introduction to Covert Features

by External Training

0 Hours 45 Minutes

TC-00096

Date of Course Completion: 8/20/2024

This certificate is awarded to

PAMALA PHILLIPS

for the successful completion of

AAMVA FDR 2024: Introduction to Fraud

by External Training

1 Hours 0 Minutes

TC-0010C

Date of Course Completion: 8/20/2024

FLHSMV

FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES

iLearn

This certificate is awarded to

PAMALA PHILLIPS

for the successful completion of

AAMVA FDR 2024: Mexican Documents

by External Training

0 Hours 45 Minutes

TC-0011C

Date of Course Completion: 8/20/2024



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

PAMALA PHILLIPS

for the successful completion of

AAMVA FDR 2024: Military ID Cards

by External Training

0 Hours 30 Minutes

TC-0012C

Date of Course Completion: 8/20/2024

FLHSMV

FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES

iLearn

This certificate is awarded to

PAMALA PHILLIPS

for the successful completion of

AAMVA FDR 2024: People and Actions

by External Training

0 Hours 45 Minutes

TC-0013C

Date of Course Completion: 8/20/2024

This certificate is awarded to

PAMALA PHILLIPS

for the successful completion of

AAMVA FDR 2024: Security Features

by External Training

1 Hours 0 Minutes

TC-0014C

Date of Course Completion: 8/20/2024



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

PAMALA PHILLIPS

for the successful completion of

AAMVA FDR 2024: Social Security Cards

by External Training

0 Hours 30 Minutes

TC-0015C

Date of Course Completion: 8/20/2024

This certificate is awarded to

PAMALA PHILLIPS

for the successful completion of

AAMVA FDR 2024: Travel Documents

by External Training

0 Hours 45 Minutes

TC-0016C

Date of Course Completion: 8/20/2024



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

PAMALA PHILLIPS

for the successful completion of

AAMVA FDR 2024: US Immigration Documents

by External Training

0 Hours 45 Minutes

TC-0017 C

Date of Course Completion: 8/20/2024



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

PAMALA PHILLIPS

for the successful completion of

AAMVA CDL 2024: Module 1 - Introduction to CDL Licensing

by External Training

2 Hours 30 Minutes

TC-0018C

Date of Course Completion: 8/20/2024



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

PAMALA PHILLIPS

for the successful completion of

AAMVA CDL 2024: Module 2 - Overview of the CDL Tests

by External Training

0 Hours 45 Minutes

TC-0019C

Date of Course Completion: 8/20/2024



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

PAMALA PHILLIPS

for the successful completion of

AAMVA CDL 2024: Module 3 - CDL Knowledge Tests Overview

by External Training

0 Hours 45 Minutes

TC-00206

Date of Course Completion: 8/20/2024



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

PAMALA PHILLIPS

for the successful completion of

AAMVA CDL 2024: Module 4 - CKE End-of-Course Exam Overview

by External Training

0 Hours 45 Minutes

TC-0021 C

Date of Course Completion: 8/20/2024

FLHSMV

FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES

iLearn

This certificate is awarded to

PAMALA PHILLIPS

for the successful completion of

AAMVA FDR 2024: Counterfeits and Alterations

by External Training

0 Hours 45 Minutes

Date of Course Completion: 8/20/2024

TC0012

Congratulations,

Pamala Phillips

on completing

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

Course Number: TC-0038C

on

September 16, 2024
10 credit hours



Congratulations,

Pamala Phillips

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

September 24, 2024

5 credit hours





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

Certifies that

Pamala Phillips

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C

March 6, 2025
30 credit hours



This certificate is awarded to

PAMALA PHILLIPS

for the successful completion of

AAMVA FDR 2024: Expanding the Review

by External Training

0 Hours 30 Minutes

TC-0004C

Date of Course Completion: 4/2/2025



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Neybi Pineda Morales		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Dade	Job Title: Tax Collector Supervisor		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	06/01/25		

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: 05/01/23	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 503 Collection & 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 001 - Bankruptcy	15	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
FLHSMV - Driver License Preparatory Training (Instructor Led)	64	Attended Course
Total Hours	154	

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

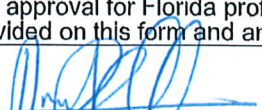


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
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TC

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): Neybi Pineda Morales					
Business email address: NeybiPineda@mdctaxcollector.gov			Business phone number: 305-375-1732		
Job title: Tax Collector Supervisor					
Employed by:					
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: Miami Dade County Office of the Tax Collector					
Your Title: Tax Records Specialist			Employment Dates: 05/01/2023-11/13/2023		
Employer: Miami Dade County Office of the Tax Collector					
Your Title: Senior Tax Records Specialist			Employment Dates: 11/14/2023- 02/03/2025		
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
TC-0039C	TCC 003 Customer Service Training	5			
TC-0041C	TCC 502 Leadership and Management Skills in a Florida Tax Collector's Office	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: 05/02/2025	

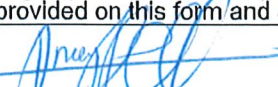


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
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TC

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): Neybi Pineda Morales					
Business email address: NeybiPineda@mdctaxcollector.gov			Business phone number: 305-375-1732		
Job title: Tax Collector Supervisor					
Employed by:					
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: Miami Dade County Office of the Tax Collector					
Your Title: Customer Representative II			Employment Dates: 02/04/2025-03/31/2025		
Employer: Miami Dade County Office of the Tax Collector					
Your Title: Tax Collector Supervisor			Employment Dates: 03/31/2025 - Current		
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
TC-0024C	Driver's License Preparatory Training	64	TC-0037C	TCC 001- Bankruptcy	15
TC-0036C	TCC 503- Collection and Distribution of Property Taxes and Special Assessments	30	TC-0038C	TCC 002-Effective Decision making	10
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: 05/02/2025		

Congratulations,

Neybi Pineda Morales

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

April 12, 2024
15 credit hours



Congratulations,

Neybi Pineda Morales

on completing

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

Course Number: TC-0038C

on

April 15, 2024
10 credit hours



Congratulations,

Neybi Pineda Morales

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

April 17, 2024
5 credit hours



Congratulations,

Neybi Pineda Morales

on completing

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

Course Number: TC-0036C

on

April 30, 2024
30 credit hours



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

Certifies that

Neybi Pineda Morales

has successfully completed

**TCC 502 - LEADERSHIP AND MANAGEMENT
SKILLS IN A FLORIDA TAX COLLECTOR'S
OFFICE**

Course Number: TC-0041C

September 24, 2024
30 credit hours





This certificate is awarded to

Neybi Pineda Morales

for the successful completion of

Driver License Preparatory Training - TC Instructor-Led Training

by Certified Tax Collector Trainers

64 Hours 00 Minutes

Date of Course Completion: 1/27/2025



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Kim Preu		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Putnam	Job Title: Client Services Associate II		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	04/01/25		

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: 10/16/19	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)		
FLHSMV - DL Training Series: Phase I	40	Attended Course
FLHSMV - DL Training Series: Phase II	45	Attended Course
FLHSMV - Driver License Preparatory Training (Online)	12	Attended Course
Total Hours	127	

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
TC

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): Kim Preu					
Business email address: kim.preu@putnam-fl.gov			Business phone number: 386-329-0271		
Job title: Client Services Associate II					
Employed by: Putnam 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: Putnam County Tax Collector					
Your Title: Client Services Associate II			Employment Dates: 10/16/2019 - 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
TC0022C	Driver License Training Phase I	40.00	TC0040C	Duties & Responsibilities	30.00
TC0023C	Driver License Training Phase II	45.00	TC0025C	Driver License Preparatory Training	12.00
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: Kim Preu				Date: 03/14/2025	

This certificate is awarded to

KIM PREU

for the successful completion of

DL Transformed: Phase I

by FLHSMV

40 Hours 0 Minutes

Date of Course Completion: 9/25/2020

This certificate is awarded to

KIM PREU

for the successful completion of

DL Transformed: Phase II

by FLHSMV

45 Hours 0 Minutes

Date of Course Completion: 10/9/2020



This certificate is awarded to

KIM PREU

for the successful completion of

Driver License Preparatory Training - OLT

by FLHSMV

12 Hours

Date of Course Completion: 1/24/2023



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

Certifies that

Kim Preu

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C

March 4, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Debra Rang		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Osceola	Job Title: CSR Lead		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	04/01/25		

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: 05/14/18	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
TC

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): Debra Rang					
Business email address: drang@osceola.org			Business phone number: 407-742-4000		
Job title: CSR Lead					
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: CSR Lead			Employment Dates: 05/14/2018 - 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
TC-0040C	TCC501 - Duties & Responsibilities	30	TCC0036C	TCC503 - Collection and Distribution	30
TCC-0041C	TCC502 - Management of a Florida TC Office	30	TC-0042C	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: 				Date: 05/06/2025	

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

Certifies that

Debra Rang

has successfully completed

**TCC 504 - COLLECTION OF LICENSES,
TAXES, AND FEES**

Course Number: TC-0042C

June 24-27, 2024
30 credit hours



Congratulations,

Debra Rang

on completing

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

Course Number: TC-0036C

on

August 6, 2024
30 credit hours



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

Certifies that

Debra Rang

has successfully completed

**TCC 502 - LEADERSHIP AND MANAGEMENT
SKILLS IN A FLORIDA TAX COLLECTOR'S
OFFICE**

Course Number: TC-0041C

September 24, 2024
30 credit hours





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

Certifies that

Debra Rang

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C

March 5, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Heather Sanchez		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Lake	Job Title: Customer Representative II		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	04/01/25		

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: 03/13/23	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 503 Collection & Distribution of Property Taxes and Special Assessments	30	Attended Course
90-hours per 12D-19.003(3)(b)		
FLHSMV - Driver License Preparatory Training (Online)	12	Attended Course
FLHSMV - Heavy Vehicle Use Tax	1	Attended Course
FLHSMV - Information and Cyber Security Awareness Training	0.50	Attended Course
AAMVA - Birth Certificates	0.50	Attended Course
AAMVA - Canadian Birth Certificates, Drive and Vehicle Documents	0.75	Attended Course
AAMVA - Canadian Travel, Citizenship and Immigration Documents	1	Attended Course
AAMVA - Counterfeits and Alterations	0.75	Attended Course
AAMVA - Driver License and ID Cards	0.75	Attended Course
AAMVA - Internal Fraud for Staff	0.75	Attended Course
AAMVA - Introduction to Covert Features	0.75	Attended Course
AAMVA - Introduction to Fraud	1	Attended Course
AAMVA - Mexican Documents	0.75	Attended Course
AAMVA - Military ID Cards	0.50	Attended Course
Total Hours	51	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes: Total Hours:120.33



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Heather Sanchez		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Lake	Job Title: Customer Representative II		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	04/01/25		

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: 03/13/23	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
90-hours per 12D-19.003(3)(b)		
AAMVA - People and Actions	0.75	Attended Course
AAMVA - Security Features	1	Attended Course
AAMVA - Social Security Cards	0.50	Attended Course
AAMVA - Travel Documents	0.75	Attended Course
AAMVA - U.S. Immigration Documents	0.75	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
AAMVA - Vehicle Identification Documents	0.83	Attended Course
AAMVA - CDL Module 1	2.5	Attended Course
AAMVA - CDL Module 2	0.75	Attended Course
AAMVA - CDL Module 3	0.75	Attended Course
AAMVA - CDL Module 4	0.75	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 001 - Bankruptcy	15	Attended Course
Total Hours	39.33	

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



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Heather Sanchez		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Lake	Job Title: Customer Representative II		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	04/01/25		

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: 03/13/23	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
Total Hours	30	

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

Notes:



Application for
Florida Professional Certification
Property Tax Oversight Certification and Training

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): Heather Sanchez					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Customer Representative II					
Employed by: Office of The Lake 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: Office of The Lake County Tax Collector					
Your Title: Customer Representative II			Employment Dates: 3/13/2023 - 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
TC-0001C	Counterfeits & Alterations	.75 (45 min)	TC-0003C	Vehicle Identification Documents	.83 (50 min)
TC-0002C	Driver's License & ID Cards	.75 (45 min)	TC-0005C	Birth Certificates	.50 (30 min)
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: HEATHER SANCHEZ				Date: 03/13/2025	



Application for
Florida Professional Certification
Property Tax Oversight Certification and Training

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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): Heather Sanchez					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Customer Representative II					
Employed by: Office of The Lake County Tax Collector					
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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 The Lake County Tax Collector					
Your Title: Customer Representative II			Employment Dates: 03/13/2023 - 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
TC-0006C	Canadian BC, Driver and Vehicle Documents	.75 (45 min)	TC-0008C	Internal Fraud for Staff	.75 (45 min)
TC-0007C	Canadian Travel, Citizenship, & Immigration Docs	1.0 (60 min)	TC-0009C	Introduction to Covert Features	.75 (45 min)
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: HEATHER SANCHEZ				Date: 03/13/2025	



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

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): Heather Sanchez					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Customer Representative II					
Employed by: Office of The Lake 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 The Lake County Tax Collector					
Your Title: Customer Representative II			Employment Dates: 03/13/2023 - 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
TC-0010C	Introduction to Fraud	1.0 (60 min)	TC-0012C	Military ID Cards	.50 (30 min)
TC-0011C	Mexican Documents	.75 (45 min)	TC-0013C	People and Actions	.75 (45 min)
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: HEATHER SANCHEZ				Date: 03/13/2025	



Application for
Florida Professional Certification
Property Tax Oversight Certification and Training

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**

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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): Heather Sanchez					
Business email address: n/a				Business phone number: 352-343-9602	
Job title: Customer Representative II					
Employed by: Office of The Lake 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: Office of The Lake County Tax Collector					
Your Title: Customer Representative II				Employment Dates: 3/13/2023 - 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
TC-0014C	Security Features	1.0 (60 min)	TC-0016C	Travel Documents	.75 (45 min)
TC-0015C	Social Security Cards	.50 (30 min)	TC-0017C	U.S. Immigration Documents	.75 (45 min)
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: HEATHER SANCHEZ				Date: 03/13/2025	



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): Heather Sanchez					
Business email address: n/a				Business phone number: 352-343-9602	
Job title: Customer Representative II					
Employed by: Office of The Lake 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 The Lake County Tax Collector					
Your Title: Customer Representative II				Employment Dates: 3/13/2023 - 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
TC-0018C	CDL Module 1	2.5	TC-0020C	CDL Module 3	.75 (45 min)
TC-0019C	CDL Module 2	.75 (45 min)	TC-0021C	CDL Module 4	.75 (45 min)
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: HEATHER SANCHEZ				Date: 03/13/2025	



**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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Reason for Applying					
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Applicant's name (as you would like it to appear on the certificate): Heather Sanchez					
Business email address: n/a				Business phone number: 352-343-9602	
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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 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 The Lake County Tax Collector					
Your Title: Customer Representative II				Employment Dates: 3/13/2023 - 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
TC 0025C	Driver License Preparatory Training Online	12.0	TC 0045C	Information and Cyber Security Awareness Training	.50
TC 0044C	Heavy Vehicle Use Tax (HVUT)	1.0			
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: HEATHER SANCHEZ				Date: 03/13/2025	



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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): Heather Sanchez					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Customer Representative II					
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Employer: Office of The Lake County Tax Collector					
Your Title: Customer Representative II			Employment Dates: 3/13/2023 - present		
Employer:					
Your Title:			Employment Dates:		
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No.	Course Title	Hours	No.	Course Title	Hours
TC 0036C	TCC 503 Coll. & Dist. of Prop Taxes & SA	30.0	TC 0038C	TCC 002 Effective Decision Making in WP	10.0
TC 0037C	TCC 001 Bankruptcy	15.0	TC 0039C	TCC 003 Customer Service Training	5.0
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: HEATHER SANCHEZ				Date: 03/13/2025	



**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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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): Heather Sanchez					
Business email address: n/a				Business phone number: 352-343-9602	
Job title: Customer Representative II					
Employed by: Office of The Lake 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 type="checkbox"/> Certified Florida Collector Assistant</div></div>					
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Employer: Office of The Lake County Tax Collector					
Your Title: Customer Representative II				Employment Dates: 03/13/2023 - present	
Employer:					
Your Title:				Employment Dates:	
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No.	Course Title	Hours	No.	Course Title	Hours
TC 0041C	TCC 502 Leadership & Mgmt FL TC	30.0			
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: HEATHER SANCHEZ				Date: 03/13/2025	



This certificate is awarded to

HEATHER SANCHEZ

for the successful completion of

Driver License Preparatory Training - OLT

by FLHSMV

12 Hours

Date of Course Completion: 3/29/2023



This certificate is awarded to

HEATHER SANCHEZ

for the successful completion of

Heavy Vehicle Use Tax (HVUT) - 2021

by FLHSMV

1 Hours 0 Minutes

Date of Course Completion: 2/19/2024



This certificate is awarded to

HEATHER SANCHEZ

for the successful completion of

Information and Cyber Security Awareness for External Entities - 2023

by FLHSMV

0 Hours 30 Minutes

Date of Course Completion: 3/18/2024



This certificate is awarded to

HEATHER SANCHEZ

for the successful completion of

AAMVA FDR 2024: Birth Certificates

by External Training

0 Hours 30 Minutes

Date of Course Completion: 4/25/2024



This certificate is awarded to

HEATHER SANCHEZ

for the successful completion of

AAMVA FDR 2024: Canadian Birth Certificates, Driver, and Vehicle Docs

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/25/2024



This certificate is awarded to

HEATHER SANCHEZ

for the successful completion of

AAMVA FDR 2024: Canadian Travel, Citizenship, and Immigration Docs

by External Training

1 Hours 0 Minutes

Date of Course Completion: 4/29/2024



This certificate is awarded to

HEATHER SANCHEZ

for the successful completion of

AAMVA FDR 2024: Counterfeits and Alterations

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/2/2024



This certificate is awarded to

HEATHER SANCHEZ

for the successful completion of

AAMVA FDR 2024: Driver Licenses and ID Cards

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/2/2024



This certificate is awarded to

HEATHER SANCHEZ

for the successful completion of

AAMVA FDR 2024: Internal Fraud for Staff

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/9/2024



This certificate is awarded to

HEATHER SANCHEZ

for the successful completion of

AAMVA FDR 2024: Introduction to Covert Features

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/9/2024



This certificate is awarded to

HEATHER SANCHEZ

for the successful completion of

AAMVA FDR 2024: Introduction to Fraud

by External Training

1 Hours 0 Minutes

Date of Course Completion: 5/9/2024



This certificate is awarded to

HEATHER SANCHEZ

for the successful completion of

AAMVA FDR 2024: Mexican Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/14/2024



This certificate is awarded to

HEATHER SANCHEZ

for the successful completion of

AAMVA FDR 2024: Military ID Cards

by External Training

0 Hours 30 Minutes

Date of Course Completion: 5/14/2024



This certificate is awarded to

HEATHER SANCHEZ

for the successful completion of

AAMVA FDR 2024: People and Actions

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/14/2024



This certificate is awarded to

HEATHER SANCHEZ

for the successful completion of

AAMVA FDR 2024: Security Features

by External Training

1 Hours 0 Minutes

Date of Course Completion: 5/21/2024



This certificate is awarded to

HEATHER SANCHEZ

for the successful completion of

AAMVA FDR 2024: Social Security Cards

by External Training

0 Hours 30 Minutes

Date of Course Completion: 5/22/2024



This certificate is awarded to

HEATHER SANCHEZ

for the successful completion of

AAMVA FDR 2024: Travel Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 6/4/2024



This certificate is awarded to

HEATHER SANCHEZ

for the successful completion of

AAMVA FDR 2024: US Immigration Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 6/4/2024

Congratulations,

Heather Sanchez

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

June 6, 2024
5 credit hours





This certificate is awarded to

HEATHER SANCHEZ

for the successful completion of

AAMVA FDR 2024: Vehicle Identification Documents

by External Training

0 Hours 50 Minutes

Date of Course Completion: 6/7/2024



This certificate is awarded to

HEATHER SANCHEZ

for the successful completion of

AAMVA CDL 2024: Module 1 - Introduction to CDL Licensing

by External Training

2 Hours 30 Minutes

Date of Course Completion: 6/12/2024



This certificate is awarded to

HEATHER SANCHEZ

for the successful completion of

AAMVA CDL 2024: Module 2 - Overview of the CDL Tests

by External Training

0 Hours 45 Minutes

Date of Course Completion: 6/18/2024



This certificate is awarded to

HEATHER SANCHEZ

for the successful completion of

AAMVA CDL 2024: Module 3 - CDL Knowledge Tests Overview

by External Training

0 Hours 45 Minutes

Date of Course Completion: 6/18/2024



This certificate is awarded to

HEATHER SANCHEZ

for the successful completion of

AAMVA CDL 2024: Module 4 - CKE End-of-Course Exam Overview

by External Training

0 Hours 45 Minutes

Date of Course Completion: 6/20/2024

Congratulations,

Heather Sanchez

on completing

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

Course Number: TC-0038C

on

June 26, 2024
10 credit hours



Congratulations,

Heather Sanchez

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

August 6, 2024
15 credit hours



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

Certifies that

Heather Sanchez

has successfully completed

**TCC 502 - LEADERSHIP AND MANAGEMENT
SKILLS IN A FLORIDA TAX COLLECTOR'S
OFFICE**

Course Number: TC-0041C

September 24, 2024
30 credit hours



Congratulations,

Heather Sanchez

on completing

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

Course Number: TC-0036C

on

December 5, 2024
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Joshua Sheets		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Dade		Job Title: Tax Collector Customer Service Rep II	
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>		Reinstatement: <input type="checkbox"/>	
Certification Date:	03/01/25		

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 type="checkbox"/>	Includes Current Employment
<input type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 02/13/23	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 503 Collection & 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 001 - Bankruptcy	15	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
FLHSMV - Driver License Preparatory Training (Instructor Led)	64	Attended Course
Total Hours	154	

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
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TC

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): Joshua Sheets					
Business email address: Joshua.Sheets@miamidade.gov			Business phone number: 305-375-1635		
Job title: Tax Collector Customer Service Rep 2					
Employed by: Miami-Dade Office of the 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: Miami-Dade County Office of the Tax Collector					
Your Title: Tax Record Specialist 2			Employment Dates: 2/13/2023 - 6/28/2023		
Employer: Miami-Dade County Office of the Tax Collector					
Your Title: Senior Tax Record Specialist			Employment Dates: 6/28/2023 - 2/16/2025		
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
TC-0037C	TCC 001 - Bankruptcy	15	TC-0039C	TCC 003 - Customer Service Training	5
TC-0038C	TCC 002 - Effective Decision-Making in the Workplace	10	TC-0036C	TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	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: 04 10 2025	

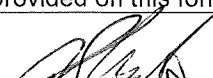


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
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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): Joshua Sheets					
Business email address: Joshua.Sheets@miamidade.gov			Business phone number: 305-375-1635		
Job title: Tax Collector Customer Service Rep 2					
Employed by: Miami-Dade Office of the 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: Miami-Dade County Office of the Tax Collector					
Your Title: TC Customer Service Representative 2			Employment Dates: 2/16/2025 - 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
TC-0041C	TCC 502 - Leadership and Management Skills in a Florida Tax Collector's Office	30			
TC-0024C	Driver License Preparatory Training - Virtual Instructor - LED Training	64			
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: 04 10 2025	

Congratulations,

Joshua Sheets

on completing

TCC 001 - BANKRUPTCY
Course Number: TC-0037C

on

March 13, 2024
15 credit hours



Congratulations,

Joshua Sheets

on completing

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

Course Number: TC-0038C

on

March 13, 2024
10 credit hours



Congratulations,

Joshua Sheets

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

March 14, 2024

5 credit hours



Congratulations,

Joshua Sheets

on completing

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

Course Number: TC-0036C

on

March 14, 2024
30 credit hours



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

Certifies that

Joshua Sheets

has successfully completed

**TCC 502 - LEADERSHIP AND MANAGEMENT
SKILLS IN A FLORIDA TAX COLLECTOR'S
OFFICE**

Course Number: TC-0041C

September 23, 2024
30 credit hours





This certificate is awarded to

Joshua Sheets

for the successful completion of

Driver License Preparatory Training - Virtual Instructor-Led Training

by FLHSMV

64 Hours 00 Minutes

Date of Course Completion: 12/20/2024



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Marvin Silaire		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Charlotte	Job Title: Technical Specialist II		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	04/01/25		

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: 06/08/22	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 - 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
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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): MARVIN SILAIRE					
Business email address: Marvin.Silaire@charlottecountyfl.gov				Business phone number: 941-743-1350	
Job title: Technical Specialist II					
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: <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: Charlotte County Tax Collector					
Your Title: Technical Specialist II				Employment Dates: 06/08/2022- 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
TC-0040C	TCC-501 Duties & Resp of FL Tax Collector	30	TC-0036C	TCC-503 Coll & Dist of Property Taxes & Spec Assess.	30
TC-0041C	TCC-502 Leadership & Mgmt Skills in a FL Tax Collector's Office	30	TC-0042C	TCC-504 Coll of License, Taxes 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: Marvin Silaire			Digitally signed by Marvin Silaire Date: 2025.03.11 15:14:56 -04'00'		Date: 03/11/2025

Congratulations,

Marvin Silaire

on completing

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

Course Number: TC-0036C

on

April 23, 2024
30 credit hours



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

Certifies that

Marvin Silaire

has successfully completed

**TCC 504 - COLLECTION OF LICENSES,
TAXES, AND FEES**

Course Number: TC-0042C

June 24-27, 2024
30 credit hours



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

Certifies that

Marvin Silaire

has successfully completed

**TCC 502 - LEADERSHIP AND MANAGEMENT
SKILLS IN A FLORIDA TAX COLLECTOR'S
OFFICE**

Course Number: TC-0041C

October 3, 2024
30 credit hours





The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team

Certifies that

Marvin Silaire

has successfully completed

TCC 501 - DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

Course Number: TC-0040C

March 3, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Katherine Torres		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Orange	Job Title: Sr. Agency Manager		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	04/01/25		

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: 06/01/13	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
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
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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): Katherine Torres					
Business email address: ktorres@octaxcol.com			Business phone number: 407-8364341		
Job title: Sr Agency Manager					
Employed by: Orange 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: Orange County Tax Collector					
Your Title: Sr Agency Manager			Employment Dates: 12/2022 to Present		
Employer: Orange County Tax Collector					
Your Title:			Employment Dates: 06/2013 - 12/2022		
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
TC-0037C	BANKRUPTCY	15	TC-0038C	EFFECTIVE DECISION MAKING	10
TC-0039C	CUSTOMER SERVICE TRAINING	5	TC-0040C	DUTIES AND RESPONSIBILITIES OF FL TAX COLLECTOR	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: 03/26/2025	



**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
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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): Katherine Torres					
Business email address: ktorres@octaxcol.com				Business phone number: 407-8364341	
Job title: Sr Agency Manager					
Employed by: Orange 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: Orange County Tax Collector					
Your Title: Sr Agency Manager				Employment Dates: 12/2022 to Present	
Employer: Orange County Tax Collector					
Your Title:				Employment Dates: 06/2013 - 12/2022	
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
TC-0041C	LEADERSHIP & MGMT SKILLS IN A FL TAX COLLECTOR OFFICE	30	TC-0042C	COLLECTION OF LICENSES, TAXES, 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: 03/26/2025	

Congratulations,

Katherine Torres

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

April 30, 2024
5 credit hours



Congratulations,

Katherine Torres

on completing

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

Course Number: TC-0038C

on

May 9, 2024
10 credit hours



Congratulations,

Katherine Torres

on completing

TCC 001 - BANKRUPTCY
Course Number: TC-0037C

on

May 17, 2024
15 credit hours



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

Certifies that

Katherine Torres

has successfully completed

**TCC 504 - COLLECTION OF LICENSES,
TAXES, AND FEES**

Course Number: TC-0042C

June 24-27, 2024
30 credit hours



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

Certifies that

Katherine Torres

has successfully completed

**TCC 502 - LEADERSHIP AND MANAGEMENT
SKILLS IN A FLORIDA TAX COLLECTOR'S
OFFICE**

Course Number: TC-0041C

September 23, 2024
30 credit hours





The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team

Certifies that

Katherine Torres

has successfully completed

TCC 501 - DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

Course Number: TC-0040C

March 3, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Militza Vargas Muniz		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Charlotte	Job Title: Technical Specialist II		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	04/01/25		

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: 06/20/22	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 - 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
TC

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): MILITZA VARGAS MUNIZ					
Business email address: Militza.VargasMuniz@charlottecountyfl.gov				Business phone number: 941-743-1350	
Job title: Technical Specialist II					
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: <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: Charlotte County Tax Collector					
Your Title: Technical Specialist II				Employment Dates: 06/20/2022- 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
TC-0040C	TCC-501 Duties & Resp of FL Tax Collector	30	TC-0036C	TCC-503 Coll & Dist of Property Taxes & Spec Assess.	30
TC-0041C	TCC-502 Leadership & Mgmt Skills in a FL Tax Collector's Office	30	TC-0042C	TCC-504 Coll of License, Taxes 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: Militza Vargas Muniz <small>Digitally signed by Militza Vargas Muniz Date: 2025.03.11 13:43:44 -04'00'</small>				Date: 03/11/2025	

Congratulations,

Militza Vargas Muniz

on completing

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

Course Number: TC-0036C

on

May 24, 2024
30 credit hours



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

Certifies that

Militza Vargas Muniz

has successfully completed

**TCC 504 - COLLECTION OF LICENSES,
TAXES, AND FEES**

Course Number: TC-0042C

June 24-27, 2024
30 credit hours



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

Certifies that

Militza Vargas Muniz

has successfully completed

**TCC 502 - LEADERSHIP AND MANAGEMENT
SKILLS IN A FLORIDA TAX COLLECTOR'S
OFFICE**

Course Number: TC-0041C

November 21, 2024
30 credit hours





The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team

Certifies that

Militza Vargas Muniz

has successfully completed

TCC 501 - DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

Course Number: TC-0040C

March 3, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Sheree Walker		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Lake	Job Title: Customer Representative II		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	06/01/25		

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: 05/08/23	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 503 Collection & 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 001 - Bankruptcy	15	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
FLHSMV - Driver License Preparatory Training (Online)	12	Attended Course
FLHSMV - Heavy Vehicle Use Tax	1	Attended Course
AAMVA - Birth Certificates	0.50	Attended Course
AAMVA - Canadian Birth Certificates, Drive and Vehicle Documents	0.75	Attended Course
AAMVA - Canadian Travel, Citizenship and Immigration Documents	1	Attended Course
AAMVA - Counterfeits and Alterations	0.75	Attended Course
AAMVA - Driver License and ID Cards	0.75	Attended Course
AAMVA - Internal Fraud for Staff	0.75	Attended Course
AAMVA - Military ID Cards	0.50	Attended Course
Total Hours	108	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Notes: Total hours: 120.33



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Sheree Walker		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Lake	Job Title: Customer Representative II		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	06/01/25		

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: 05/08/23	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
90-hours per 12D-19.003(3)(b)		
AAMVA - Introduction to Covert Features	0.75	Attended Course
AAMVA - Introduction to Fraud	1	Attended Course
AAMVA - Mexican Documents	0.75	Attended Course
AAMVA - People and Actions	0.75	Attended Course
AAMVA - Security Features	1	Attended Course
AAMVA - Social Security Cards	0.50	Attended Course
AAMVA - Travel Documents	0.75	Attended Course
AAMVA - U.S. Immigration Documents	0.75	Attended Course
AAMVA - Vehicle Identification Documents	0.83	Attended Course
AAMVA - CDL Module 1	2.5	Attended Course
AAMVA - CDL Module 2	0.75	Attended Course
AAMVA - CDL Module 3	0.75	Attended Course
AAMVA - CDL Module 4	0.75	Attended Course
Total Hours	11.83	

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



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Sheree Walker		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Lake	Job Title: Customer Representative II		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	06/01/25		

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: 05/08/23	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
90-hours per 12D-19.003(3)(b)		
FLHSMV - Information and Cyber Security Awareness Training	0.50	Attended Course
Total Hours	0.5	

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



Application for
Florida Professional Certification
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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): Sheree Walker					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Customer Representative II					
Employed by: Office of The Lake 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: Office of The Lake County Tax Collector					
Your Title: Customer Representative II			Employment Dates: 5/08/2023 - 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
TC-0001C	Counterfeits & Alterations	.75 (45 min)	TC-0003C	Vehicle Identification Documents	.83 (50 min)
TC-0002C	Driver's License & ID Cards	.75 (45 min)	TC-0005C	Birth Certificates	.50 (30 min)
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>Sheree L. Walker</i>				Date: 05/09/2025	



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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): <div style="text-align: right; font-weight: bold;">Sheree Walker</div>					
Business email address: <div style="text-align: right;">n/a</div>			Business phone number: <div style="text-align: right;">352-343-9602</div>		
Job title: <div style="text-align: right; font-weight: bold;">Customer Representative II</div>					
Employed by: <div style="text-align: right; font-weight: bold;">Office of The Lake County Tax Collector</div>					
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: Office of The Lake County Tax Collector					
Your Title: Customer Representative II			Employment Dates: 5/08/2023 - 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
TC-0006C	Canadian BC, Driver and Vehicle Documents	.75 (45 min)	TC-0008C	Internal Fraud for Staff	.75 (45 min)
TC-0007C	Canadian Travel, Citizenship, & Immigration Docs	1.0 (60 min)	TC-0009C	Introduction to Covert Features	.75 (45 min)
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>Sheree L. Walker</i>				Date: 05/09/2025	



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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): Sheree Walker					
Business email address: n/a				Business phone number: 352-343-9602	
Job title: Customer Representative II					
Employed by: Office of The Lake 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 The Lake County Tax Collector					
Your Title: Customer Representative II				Employment Dates: 5/08/2023 - 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
TC-0010C	Introduction to Fraud	1.0 (60 min)	TC-0012C	Military ID Cards	.50 (30 min)
TC-0011C	Mexican Documents	.75 (45 min)	TC-0013C	People and Actions	.75 (45 min)
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: Sheree L. Walker				Date: 05/09/2025	



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Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Sheree Walker					
Business email address: n/a				Business phone number: 352-343-9602	
Job title: Customer Representative II					
Employed by: Office of The Lake 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 The Lake County Tax Collector					
Your Title: Customer Representative II				Employment Dates: 5/08/2023 - 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
TC-0014C	Security Features	1.0 (60 min)	TC-0016C	Travel Documents	.75 (45 min)
TC-0015C	Social Security Cards	.50 (30 min)	TC-0017C	U.S. Immigration Documents	.75 (45 min)
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: Sheree L. Walker				Date: 05/09/2025	



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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): <div style="text-align: right; margin-right: 50px;">Sheree Walker</div>					
Business email address: <div style="text-align: right;">n/a</div>				Business phone number: <div style="text-align: right;">352-343-9602</div>	
Job title: Customer Representative II					
Employed by: Office of The Lake 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: Office of The Lake County Tax Collector					
Your Title: Customer Representative II				Employment Dates: 5/08/2023 - 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
TC-0018C	CDL Module 1	2.5	TC-0020C	CDL Module 3	.75 (45 min)
TC-0019C	CDL Module 2	.75 (45 min)	TC-0021C	CDL Module 4	.75 (45 min)
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: Sheree L. Walker				Date: 05/09/2025	



**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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Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Sheree Walker					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Customer Representative II					
Employed by: Office of The Lake 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 The Lake County Tax Collector					
Your Title: Customer Representative II			Employment Dates: 5/08/2023 - 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
TC 0025C	Driver License Preparatory Training Online	12.0	TC 0045C	Information and Cyber Security Awareness Training	.50
TC 0044C	Heavy Vehicle Use Tax (HVUT)	1.0	TC 0041C	TCC 502 Leadership & Mgmt in FL TC Office	30.0
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: Sheree L. Walker				Date: 05/09/2025	



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Florida Professional Certification
Property Tax Oversight Certification and Training

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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): Sheree Walker					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Customer Representative II					
Employed by: Office of The Lake 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 The Lake County Tax Collector					
Your Title: Customer Representative II			Employment Dates: 5/08/2023 - 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
TC 0036C	TCC 503 Coll. & Dist. of Prop Taxes & SA	30.0	TC 0038C	TCC 002 Effective Decision Making in WP	10.0
TC 0037C	TCC 001 Bankruptcy	15.0	TC 0039C	TCC 003 Customer Service Training	5.0
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: Sheree L. Walker				Date: 05/09/2025	



This certificate is awarded to

SHEREE WALKER

for the successful completion of

Driver License Preparatory Training - OLT

by FLHSMV

12 Hours

Date of Course Completion: 6/30/2023

This certificate is awarded to

SHEREE WALKER

for the successful completion of

Heavy Vehicle Use Tax (HVUT) - 2021

by FLHSMV

1 Hours 0 Minutes

This certificate is awarded to

SHEREE WALKER

for the successful completion of

AAMVA FDR 2024: Birth Certificates

by External Training

0 Hours 30 Minutes

Date of Course Completion: 4/16/2024

This certificate is awarded to

SHEREE WALKER

for the successful completion of

AAMVA FDR 2024: Canadian Birth Certificates, Driver, and Vehicle Docs

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/16/2024

This certificate is awarded to

SHEREE WALKER

for the successful completion of

AAMVA FDR 2024: Canadian Travel, Citizenship, and Immigration Docs

by External Training

1 Hours 0 Minutes

Date of Course Completion: 4/16/2024

This certificate is awarded to

SHEREE WALKER

for the successful completion of

AAMVA FDR 2024: Counterfeits and Alterations

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/18/2024

This certificate is awarded to

SHEREE WALKER

for the successful completion of

AAMVA FDR 2024: Driver Licenses and ID Cards

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/18/2024

This certificate is awarded to

SHEREE WALKER

for the successful completion of

AAMVA FDR 2024: Internal Fraud for Staff

by External Training

0 Hours 45 Minutes

This certificate is awarded to

SHEREE WALKER

for the successful completion of

AAMVA FDR 2024: Military ID Cards

by External Training

0 Hours 30 Minutes

Date of Course Completion: 4/23/2024

This certificate is awarded to

SHEREE WALKER

for the successful completion of

AAMVA FDR 2024: Introduction to Covert Features

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/23/2024

This certificate is awarded to

SHEREE WALKER

for the successful completion of

AAMVA FDR 2024: Introduction to Fraud

by External Training

1 Hours 0 Minutes

Date of Course Completion: 4/30/2024

This certificate is awarded to

SHEREE WALKER

for the successful completion of

AAMVA FDR 2024: Mexican Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/30/2024

This certificate is awarded to

SHEREE WALKER

for the successful completion of

AAMVA FDR 2024: People and Actions

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/30/2024

This certificate is awarded to

SHEREE WALKER

for the successful completion of

AAMVA FDR 2024: Security Features

by External Training

1 Hours 0 Minutes

Date of Course Completion: 4/30/2024

This certificate is awarded to

SHEREE WALKER

for the successful completion of

AAMVA FDR 2024: Social Security Cards

by External Training

0 Hours 30 Minutes

Date of Course Completion: 4/30/2024

This certificate is awarded to

SHEREE WALKER

for the successful completion of

AAMVA FDR 2024: Travel Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/7/2024

This certificate is awarded to

SHEREE WALKER

for the successful completion of

AAMVA FDR 2024: US Immigration Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/7/2024

This certificate is awarded to

SHEREE WALKER

for the successful completion of

AAMVA FDR 2024: Vehicle Identification Documents

by External Training

0 Hours 50 Minutes

Date of Course Completion: 5/7/2024

This certificate is awarded to

SHEREE WALKER

for the successful completion of

AAMVA CDL 2024: Module 1 - Introduction to CDL Licensing

by External Training

2 Hours 30 Minutes

Date of Course Completion: 5/14/2024

This certificate is awarded to

SHEREE WALKER

for the successful completion of

AAMVA CDL 2024: Module 2 - Overview of the CDL Tests

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/14/2024

This certificate is awarded to

SHEREE WALKER

for the successful completion of

AAMVA CDL 2024: Module 3 - CDL Knowledge Tests Overview

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/21/2024

This certificate is awarded to

SHEREE WALKER

for the successful completion of

AAMVA CDL 2024: Module 4 - CKE End-of-Course Exam Overview

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/21/2024

This certificate is awarded to

SHEREE WALKER

for the successful completion of

Information and Cyber Security Awareness for External Entities - 2024

by FLHSMV

0 Hours 30 Minutes

Date of Course Completion: 7/16/2024

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

Certifies that

Sheree Walker

has successfully completed

**TCC 502 - LEADERSHIP AND MANAGEMENT
SKILLS IN A FLORIDA TAX COLLECTOR'S
OFFICE**

Course Number: TC-0041C

October 5, 2024
30 credit hours



Congratulations,
Sheree Walker

on completing

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

Course Number: TC-0036C

on

December 14, 2024
30 credit hours





Congratulations,

Sheree Walker

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

January 18, 2025
15 credit hours





Congratulations,

Sheree Walker

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

February 7, 2025
5 credit hours





Congratulations,

Sheree Walker

on completing

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

Course Number: TC-0038C

on

February 8, 2025
10 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Paul Williams		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Manatee	Job Title: Associate III		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	04/01/25		

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: 03/11/22	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 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
FLHSMV - Driver License Preparatory Training (Instructor Led)	64	Attended Course
Total Hours	124	

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): PAUL WILLIAMS					
Business email address: PAULW@taxcollector.com			Business phone number: 941.741.4800		
Job title: ASSOCIATE III					
Employed by: MANATEE 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: MANATEE COUNTY TAX COLLECTOR					
Your Title: ASSOCIATE III			Employment Dates: 03/11/2022 - 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
TC-0040C	TCC 501 Duties & Responsibilities of Florida Tax Collectors	30	TC-0024C	Driver's License Preparatory Training	64
			TC-0042C	TCC 504 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: Paul Williams			Digitally signed by Paul Williams Date: 2025.03.13 10:55:46 -04'00'		Date: 03/13/2025



This certificate is awarded to

PAUL WILLIAMS

for the successful completion of

Driver License Preparatory Training - TC Instructor-Led Training

by Certified Tax Collector Trainers

64 Hours 00 Minutes

Date of Course Completion: 8/16/2022

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

Certifies that

Paul Williams

has successfully completed

**TCC 504 - COLLECTION OF LICENSES,
TAXES, AND FEES**

Course Number: TC-0042C

June 24-27, 2024
30 credit hours





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

Certifies that

Paul Williams

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C

March 3, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Janice Stein Wilson		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Indian River	Job Title: Lead Clerk		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	06/01/25		

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: 05/08/23	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 503 Collection & Distribution of Property Taxes and Special Assessments	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 001 - Bankruptcy	15	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
Driver License Preparatory Training (Instructor Led)	64	Attended Course
Total Hours	124	

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

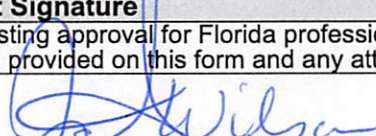


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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

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): JANICE STEIN WILSON					
Business email address: JSTEIN@IRCTAX.COM				Business phone number: 772-360-3371	
Job title: LEAD CLERK					
Employed by: INDIAN RIVER 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: INDIAN RIVER COUNTY TAX COLLECTOR					
Your Title: LEAD CLERK				Employment Dates: 5/8/2023 - 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
TC-0037C	TCC-001 BANKRUPTCY	15	TC-0039C	TCC-003 CUSTOMER SERVICE	5
TC-0038C	TCC-002 EFFECTIVE DECISION MAKING IN THE WORKPLACE	10	TC-0024C	DRIVER'S LICENSE PREPARATORY TRAINING	64
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: 5/8/2025	



**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
TC

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): JANICE STEIN WILSON					
Business email address: JSTEIN@IRCTAX.COM			Business phone number: 772-360-3371		
Job title: LEAD CLERK					
Employed by: INDIAN RIVER 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: INDIAN RIVER COUNTY TAX COLLECTOR					
Your Title: LEAD CLERK			Employment Dates: 5/8/2023 - 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
TC-0036C	COLLECTION AND DISTRIBUTION OF PROPERTY TAXES AND SPECIAL ASSESSMENTS	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: 5/8/2025	



This certificate is awarded to

JANICE STEIN

for the successful completion of

Driver License Preparatory Training - Virtual Instructor-Led Training

by FLHSMV

64 Hours 00 Minutes

Date of Course Completion: 5/19/2023



Congratulations,

Janice Stein Wilson

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

April 4, 2025
15 credit hours





Congratulations,

Janice Stein Wilson

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

April 8, 2025
5 credit hours





Congratulations,

Janice Stein Wilson

on completing

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

Course Number: TC-0038C

on

April 10, 2025
10 credit hours





Congratulations,

Janice Stein Wilson

on completing

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

Course Number: TC-0036C

on

April 16, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Christopher Wirkus		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Manatee	Job Title: DL Expert		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	04/01/25		

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: 11/05/21	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
FLHSMV - Driver License Preparatory Training (Instructor Led)	64	Attended Course
Total Hours	124	

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): CHRISTOPHER WIRKUS					
Business email address: CHRISTOPHERW@taxcollector.com			Business phone number: 941.741.4800		
Job title: DL EXPERT					
Employed by: MANATEE 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: MANATEE COUNTY TAX COLLECTOR					
Your Title: DL EXPERT			Employment Dates: 11/05/2021 - 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
TC-0040C	TCC 501 Duties & Responsibilities of Florida Tax Collectors	30	TC-0024C	Driver's License Preparatory Training	64
			TC-0042C	TCC 504 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: Christopher Wirkus			Digitally signed by Christopher Wirkus Date: 2025.03.11 13:57:05 -04'00'		Date: 03/11/2025



This certificate is awarded to

CHRISTOPHER WIRKUS

for the successful completion of

Driver License Preparatory Training - TC Instructor-Led Training

by Certified Tax Collector Trainers

64 Hours 00 Minutes

Date of Course Completion: 4/13/2022

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

Certifies that

Christopher Wirkus

has successfully completed

**TCC 504 - COLLECTION OF LICENSES,
TAXES, AND FEES**

Course Number: TC-0042C

June 24-27, 2024
30 credit hours





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

Certifies that

Christopher Wirkus

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C

March 3, 2025
30 credit hours

