# 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 <a href="https://floridarevenue.com/opengovt/Pages/meetings.aspx">https://floridarevenue.com/opengovt/Pages/meetings.aspx</a> 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, <a href="mailto:kelly.mclane@floridarevenue.com">kelly.mclane@floridarevenue.com</a>. 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 <a href="mailto:kelly.mclane@floridarevenue.com">kelly.mclane@floridarevenue.com</a>. 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 <a href="PTOTraining@floridarevenue.com">PTOTraining@floridarevenue.com</a>. 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

#### ATTENDANCE

#### 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.

#### PROCEEDINGS

(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 Projects Administrator.

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

MR. BLACKBURN: Thank you.

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

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

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

The Honorable Carole Jean Jordan, Indian River

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County, the Honorable JR Kroll, Seminole County,
1
         and the Honorable Doris Maloy, Leon County,
3
         welcome to the Certified Florida Collector
         Admissions and Certification Committee.
         appreciate your service on the committee during
5
6
         your terms.
7
              Meghan Miller, the Secretary of the Committee,
         will you please call the roll?
8
9
              MS. MILLER: Shawn Blackburn?
              MR. BLACKBURN:
10
                               Here.
11
              MS. MILLER: Bruce Vickers?
               (No audible response.)
12
              MS. MILLER: Carole Jean Jordan?
13
              MS. JORDAN: Here.
14
15
              MS. MILLER: JR Kroll?
              MR. KROLL: Here.
16
              MS. MILLER: Doris Maloy?
17
18
              MS. MALOY:
                           Here.
19
              MS. MILLER: Nancy Millan?
20
              MS. MILLAN: Here.
21
              MS. MILLER: Jim Overton?
22
              MR. OVERTON: Here.
                            Will Roberts?
23
              MS. MILLER:
24
              MR. ROBERTS:
                             Here.
25
                            Joe Tedder?
              MS. MILLER:
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1 MR. TEDDER: Here.

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MS. MILLER: Janice Warren?

MS. WARREN: Here.

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

MS. MILLER: Yes.

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

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

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

MS. WARREN: Second, Janice Warren.

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

[Ayes]

MR. BLACKBURN: All opposed, indicate by

saying "Nay."

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

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

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

MS. MILLER: The qualifications for the
Certified Florida Collector and Certified Florida
Collector Assistant include at least two years of
experience with a Florida tax collector's or
property appraiser's office or the Florida

Department of Revenue, at least 120 hours of
approved education, and current employment with a
Florida tax collector's or property appraiser's
office or the Florida Department of Revenue. The
Certified Florida Collector designation is reserved

1 for the official.

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MR. BLACKBURN: Thank you, Meghan.

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

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

MS. MILLER: Shawn Blackburn?

MR. BLACKBURN: No.

MS. MILLER: Carole Jean Jordan?

MS. JORDAN: No.

MS. MILLER: JR Kroll?

MR. KROLL: No.

MS. MILLER: Doris Maloy?

MS. MALOY: No.

MS. MILLER: Nancy Millan?

MS. MILLAN: No.

MS. MILLER: Jim Overton?

MR. OVERTON: No.

MS. MILLER: Will Roberts?

1 MR. ROBERTS: No. MS. MILLER: Joe Tedder? 2. MR. TEDDER: 3 No. MS. MILLER: Bruce Vickers? 4 5 (No audible response.) MS. MILLER: Janice Warren? 6 7 MS. WARREN: No. 8 MR. BLACKBURN: Thank you. 9 Do any committee members have anything they wish to discuss about the applicants' credentials? 10 Does the public have any comments on any of 11 12 the applicants? 13 If you're attending by telephone, please send us an email so we can recognize you. Again, that 14 15 email address is PTOtraining@FloridaRevenue.com. 16 Jenna, have we received any email comments? 17 MS. HARPER: No, we have not. MR. BLACKBURN: Hearing no additional comments 18 or discussion of the credentials, the committee 19 will now vote on consideration of the applicant 20 list. Do I have a motion for recommendation of the 21 22 applicants? Please state your name when making 23 your motion. 24 MS. MALOY: Doris Maloy, I move that we

approve the members listed for certification.

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1 MR. BLACKBURN: Thank you, Doris Maloy.

Do we have a second?

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

MR. BLACKBURN: Thank you, Nancy Millan.

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

[Ayes]

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

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

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

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

2.

#### CERTIFICATE OF REPORTER

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

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

DEBORAH ALFF

Court Reporter

FOR THE RECORD REPORTING TALLAHASSEE FLORIDA 850.222.5491

Jim Zingale

**Executive Director** 

5050 West Tennessee Street, Tallahassee, FL 32399

floridarevenue.com

#### **JUNE 11, 2025**

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

#### **CERTIFIED FLORIDA COLLECTOR**

SHANNA BOUTWELL

#### **CERTIFIED FLORIDA COLLECTOR ASSISTANT**

TANIA AGUIRRE	REBECCA GOODLOW	JAMIE LEIGH PASTOR
JUAN ARAGON	MIGENE GORDON	AMELIE PEREZ
RYAN ASHLEY	JOY GRENON	MONICA PEREZ
MICHELLE AULD	ELYSSA GRIECO	PAMALA PHILLIPS
CHRISTA BARNES	KELLY L. GUNN	NEYBI PINEDA MORALES
JOSEPH BARZEY	BRANDI HOLLEY	KIM PREU
ELIZABETH BOWER	HAILEY HOLM	DEBRA RANG
BETH BROWN	NILDA JIMENEZ	HEATHER SANCHEZ
TRACI CADE	DENISE JONES	JOSHUA SHEETS
ASHLEY CARLOS	JENNIFER L. LARRIVEE	MARVIN SILAIRE
DORIS E. CRUZ	MEGAN MCCRYSTAL	KATHERINE TORRES
GEORGIA DACOSTA	BRIAN MCLAUGHLIN	MILITZA VARGAS MUNIZ
LACEY DAVIS	KAELYN NEAL	SHEREE WALKER
DIANA DIAZ	MARIAN NOSAL	PAUL WILLIAMS
BILLIE JO DONAHUE-WILLIX	MONICA OLIVER	JANICE STEIN WILSON
ERIC FERNANDEZ	RICHARD OLSEN	CHRISTOPHER WIRKUS
STEPHANIE GAITAN	HEATHER ONUSKA	
MICHELLE A. GALVAIRE	ELBERT PAGAN	



## Certification Application Checklist Certified Florida Collector/Certified Florida Collector Assistant

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

	Shanna B	soutwell		
Previous Name(s)(if applicable):				
Documentation Included:				
County: Jefferson		Job Title: Tax Collector		
Certification Requested:	Certified F	Florida Collector		
Initial: 🗸		Reinstatement:		
Certification Date:	04/01/25			
	Ар	plication		
✓ Application with Required	Signature	es		
✓ Application Fee				
Courses Listed on Applica				
Employment Dates Listed				
✓ Includes Current				
	perience	with an Applicable Offic	e	
From: 01/07/25		To: Present		
From: 7/1/01		To: 12/30/24		
		1.6. (1		
	Course	Information	1	
Course Name			Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)				
TCC 501 - Duties and Responsibilities	of Florida Ta	ax Collectors	30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b>	of Florida Ta	ax Collectors	30	Attended Course
·				Attended Course
90-hours per 12D-19.003(3)(b)				
90-hours per 12D-19.003(3)(b) TCC 503 - Collection and Distribution of P			30	Attended Course
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90-hours per 12D-19.003(3)(b)  TCC 503 - Collection and Distribution of P FLHSMV - DL Training Series: Phase I		es and Special Assessments	30 40 32	Attended Course Attended Course
90-hours per 12D-19.003(3)(b)  TCC 503 - Collection and Distribution of P FLHSMV - DL Training Series: Phase I			30 40	Attended Course Attended Course

Notes:



## Application for Florida Professional Certification

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

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

Applicant Information  Applicant's name (as you would like it to appear on the certification - \$5 fee		perty/Pag	es/Cofficia	ai_ i raining	g_RegistrationAndPayment.as	рх
Applicant Information  Applicant's name (as you would like it to appear on the certificate): Shanna Boutwell  Business email address: shannaboutwell@jeffersoncountytaxcollector  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:  Certified Florida Appraiser  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: Leon County Tax Collector  Your Title: Customer Service Rep/Operations Support Manager  Employer: Jefferson County Tax Collector  Your Title: Tax Collector  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-0030C DL Transformed Phase II Tax Collectors 30 TC-0023C DL Transformed Phase II Tax Collector Limited Services 32  TC-0020C DL Transformed Phase II Tax Collectors Edition* 40 TC-0036C Collection and Discludion of Property Toxes and Special Accessments 1 and requesting	Reason for Applying					
Applicant's name (as you would like it to appear on the certificate): Shanna Boutwell  Business email address: shannaboutwell@jeffersoncountytaxcollector  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:  Certified Florida Appraiser  Certified Florida Collector  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: Leon County Tax Collector  Your Title: Customer Service Rep/Operations Support Manager  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 applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are applying diatach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are applying for good and proved course in the Hours of each approved course. If you are applying for good and proved course in the Hours of each approved course in the Hours of the Hours of the Hours of the Hours of Hours in the Hours of Hours of Hours in the Hours of Hours of Hours in the Hours of Hours of H	✓ Initial Certification - \$25 fee	Recertifica	<b>ation</b> - \$5 f	ee 🔲 l	Reinstatement of Certification -	\$5 fee
Business email address: shannaboutwell@jeffersoncountytaxcollector  Job title: Tax Collector  Employed by: Jefferson County Tax Collector  Inave 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 Appraiser  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: Leon County Tax Collector  Your Title: Customer Service Rep/Operations Support Manager  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  To-0020C Duties and Responsibilities of Florida Tax Collectors 30 TC-0023C Dut Transformed Phase It: Tax Collector Limited Services 32  To-0020C Duties and Responsibilities of Florida Tax Collectors 30 TC-0023C Duty Knowledge.	Applicant Information					
Job title: Tax Collector  Employed by: Jefferson County Tax Collector  Inave 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: 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 □ No. □	Applicant's name (as you would like it to appear or	the certific	cate): Shar	na Boutwe	ell	
Job title: Tax Collector  Employed by: Jefferson County Tax Collector  Inave 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: 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 □ No. □	Business email address: shannaboutwell@jefferso	ncountytax	collector	Business p	hone number: 8503420147	
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: Leon County Tax Collector  Your Title: Customer Service Rep/Operations Support Manager  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-00020 Dutreand Responsibilities of Florida Tax Collectors 30 Tc-0023C DL Transformed Phase II: Tax Collector Limited Services 32  TC-00020 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.	Job title: Tax Collector					
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: 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 ☐ Duttes and Responsibilities of Florida Tax Collectors ☐ 30 ☐ TC-0023C ☐ L Transformed Phase It Tax Collector Limited Services ☐ 30 ☐ TC-0023C ☐ L Transformed Phase It Tax Collector Limited Services ☐ 30 ☐ TC-0023C ☐ L Transformed Phase It Tax Collector Limited Services ☐ 30 ☐ TC-0036C ☐ Collection and Distribution of Property Taxes and Special Assessments ☐ 30 ☐ TC-0023C ☐ L Transformed Phase It Tax Collector Limited Services ☐ 30 ☐ TC-0036C ☐ To						
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.	I have completed the required hours of approved c recertification, or reinstatement for the following de	ourses and signation:	d passed a	ny required	l examinations for the certification	٦,
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  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.	☐ Certified Florida Appraiser ☐ Ce	ertified Flor	rida Evalua	tor	Certified Cadastralist of F	lorida
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  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  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.	✓ Certified Florida Collector	ertified Flor	ida Collect	or Assistar	nt	
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.	pages as necessary). If you are applying for recert employment dates.  Employer: Leon County Tax Collector	tification o	or for <b>reins</b>	tatement, <sub>l</sub>	provide your current employer an	d
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.	Your Title: Customer Service Rep/Operations Supp	ort Manag	er l	=mploymer	nt Dates: 07/01/2001 - 12/30/2024	1
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.	Employer: Jefferson County Tax Collector					
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.	Your Title: Tax Collector		1	Employmer	nt Dates: 01/07/2025 - present	
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.	reinstatement for which you are applying (attach ac of each approved course. If you are substituting yo license issued by the Florida Real Estate Appraisal	dditional pa ur Certified	ully comple ages as ne d Residenti	eted for the cessary). A al Appraise	certification, recertification, or ttach documentation verifying co er license or Certified General Ap	praiser
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.	No. Course Title	Hours	No.		Course Title	Hours
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.	TC-0040C Duties and Responsibilities of Florida Tax Collectors	30	TC-0023C	DL Transform	ed Phase II: Tax Collector Limited Services	32
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.		40	TC-0036C	Collection and Di	stribution of Property Taxes and Special Assessments	30
Signature: Source Sultwell 4-7-75	I am requesting approval for Florida professional conformation provided on this form and any attachmosignature:	ents are tru	recertifica ue and corr	tion, or reir ect to the b	pest of my knowledge.  Date:	





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

## **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	Ш	
Certification Requested:	Certified Florida Collector Assis	stant	
Initial: 🗸	Reinstatement:		
Certification Date:	04/01/25		
	Application		
Application with Required	Signatures		
✓ Application Fee			
Courses Listed on Applica			
✓ Employment Dates Listed			
✓ Includes Current		)ttion	
From: 07/14/22	perience with an Applicable ( To: Present	Jilice	
From:	To:		
T TOTTI.	10.		
	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 504 - Collection of Licenses, Taxes FLHSMV - Driver License Preparatory Tr		30 64	Attended Course Attended Course
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· ·			
· ·	aining (Instructor Led)	64	
· ·		64	
· ·	aining (Instructor Led)  Total Hou	64	

Notes:



## **Application for Florida Professional Certification**

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

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	1 7 0		_ 3_ 3_ 3	
<b>_</b>	I Recertifica	tion - \$5	fee Reinstatement of Certification -	· \$5 fee
Applicant Information				
Applicant's name (as you would like it to appear	on the certific	ate): TAN	IIA AGUIRRE	
Business email address: TANIAA@taxcollector.c	om		Business phone number: 941.741.4800	
Job title: ASSOCIATE III		·		
Employed by: MANATEE COUNTY TAX COLLE	CTOR			
I have completed the required hours of approved recertification, or reinstatement for the following of	courses and designation:	passed a	any required examinations for the certification	٦,
Certified Florida Appraiser	Certified Flori	da Evalua	ator Certified Cadastralist of F	lorida
Certified Florida Collector	Certified Flori	da Collec	tor Assistant	
Experience for Certification – If you are appropriate property appraiser's office, Florida tax co pages as necessary). If you are applying for recemployment dates.	llector's office	or with t	the Florida Department of Revenue (attach a	additional
Employer: MANATEE COUNTY TAX COLLECTO	)R			
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 Collector	rs 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 information provided on this form and any attach	certification, ments are tru	recertifica e and cor	ation, or reinstatement. I certify that all of the rect to the best of my knowledge.	
Signature: Aguirro Tania	igitally signedate: 2025.03.	by Agui	rre.Tania Date:	





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 Re	cords Speciali	st
Certification Requested:	Certified Florida Collector Assistant		
Initial: 🗸	Reinstatement:		
Certification Date:	04/01/25		
Anni ation with Demoined	Application		
✓ Application with Required	Signatures		
✓ Application Fee ✓ Courses Listed on Application	ation		
✓ Employment Dates Listed			
✓ Includes Current			
	perience with an Applicable Office	e	
From: 01/20/23	To: Present		
From:	To:		
	Course Information		
Course Name		Hours	Documentation
		Credited	
30-hours per 12D-19.003(3)(a)			T
TCC 501 - Duties and Responsibilities	of Florida Tax Collectors	30	Attended Course
. ,,,,	of Florida Tax Collectors	30	Attended Course
TCC 501 - Duties and Responsibilities		30 30	Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b)	Collector's Office		
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax	Collector's Office	30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's Office	30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of P  TCC 001 - Bankruptcy	Collector's Office	30 30 15	Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's Office roperty Taxes and Special Assessments	30 30 15 10 5	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course

Notes:



## Application for Florida Professional Certification

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

Property Tax Oversight Certification and Training

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

Reason	n for Applying				<u> </u>	
<b>✓</b> Ini	tial Certification - \$25 fee 🔲 Annual	Recertifica	tion - \$5	fee	Reinstatement of Certification	- \$5 fee
The second second	ant Information					
	nt's name (as you would like it to appear or		ate): Ju	an Aragon		
	s email address: Juan.Aragon@miamidad	e.gov		Business p	hone number: 305-375-3693	¥
Job title	Senior Tax Records Specialist					
	ed by: Miami-Dade County Office of the Ta					
I have c recertific	ompleted the required hours of approved c cation, or reinstatement for the following de	ourses and signation:	passed	any require	d examinations for the certificatio	n,
☐ Ce	rtified Florida Appraiser 🔲 Ce	ertified Flori	da Evalu	ator	Certified Cadastralist of F	lorida
☐ Ce	rtified Florida Collector	ertified Flori	da Colle	ctor Assistaı	nt	
Experion Florida pages a employr	ence for Certification — If you are apply property appraiser's office, Florida tax colle s necessary). If you are applying for recert ment dates.	ing for your ctor's office ification or	r initial c e, or with r for rein	ertification the Florida statement,	, list at least two years' experienc Department of Revenue (attach a provide your current employer ar	e in a additional id
Employe	<sup>er:</sup> Office of the Tax Collector					
Your Tit	<sup>le:</sup> Senior Tax Records Specialist	-		Employme	nt Dates: <sub>January</sub> 20, 2023 - Pres	sent
Employe	er:					,
Your Tit	le:			Employme	nt Dates:	
reinstate of each license i type bel	ved Courses – List each course you have ement for which you are applying (attach ac approved course. If you are substituting yo issued by the Florida Real Estate Appraisa ow. Attach a copy of the license.	dditional pa ur Certified	ges as n Resider	ecessary). A	Attach documentation verifying co er license or Certified General Ap	praiser
No.	Course Title	Hours	No.		Course Title	Hours
TC0040C	TCC 501 Duties and Responsibilities of Florida Tax Collectors	30	TC0036	TCC 503 Collectio	n and Distribution of Property Taxes and Special Assessments	30
	TCC 502 Leadership and Management Skills in a Florida Tax Collector's Office	30	TC0037	C T	CC 001 Bankruptcy	15
I am req informat	a <b>nt Signature</b> juesting approval for Florida professional co ion provided o <mark>n</mark> this form and any attachmo	ertification. ents are tru	recertific e and co	ation, or rein	nstatement. I certify that all of the best of my knowledge.	
Signatur	re: Jan				Date: 03/25/2025	



## Application for Florida Professional Certification

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

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

Reaso	n for Applying	30.137.1 (195			g_rtegiotration/thai ayme	писорх
		Recertifica	tion - \$5	fee	Reinstatement of Certifica	tion - \$5 fee
	ant Information		Z. II.			
	nt's name (as you would like it to appear or		ate): Ju	an Aragon		
	s email address: Juan.Aragon@miamidad	e.gov		Business p	ohone number: 305-375-369	93
Job title	Senior Tax Records Specialist					2
	ed by: Miami-Dade County Office of the Ta					
I have c	ompleted the required hours of approved c cation, or reinstatement for the following de	ourses and signation:	passed	any require	d examinations for the certifi	cation,
☐ Ce	rtified Florida Appraiser Ce	ertified Flori	da Evalı	ator	Certified Cadastralis	t of Florida
☐ Ce	rtified Florida Collector	ertified Flori	da Colle	ctor Assista	nt	
i pages a	ence for Certification – If you are apply property appraiser's office, Florida tax colle is necessary). If you are applying for recert ment dates.	ing for your ctor's office ification or	initial of the contract of the	ertification the Florida statement,	, list at least two years' expe Department of Revenue (att provide your current employ	rience in a ach additional er and
Employe	<sup>er:</sup> Office Of The Tax Collector					
Your Tit	le: Senior Tax Records Specialist			Employme	nt Dates: <sub>January</sub> 20, 2023 -	Present
Employe	er:					
Your Tit	le:			Employme	nt Dates:	
reinstate of each license i type bel	ved Courses – List each course you have ement for which you are applying (attach ac approved course. If you are substituting yo ssued by the Florida Real Estate Appraisa ow. Attach a copy of the license.	ditional pagur Certified	ges as n Resider	ecessary). A	Attach documentation verifying er license or Certified Gener	ng completion
No.	Course Title	Hours	No.		Course Title	Hours
TC0038C	TCC 002 Effective Decision-Making in the Workplace	10				
TC0039C	TCC 003 Customer Service	5				
I am req	ant Signature uesting approval for Florida professional co ion provided on this form and any attachmo e:	ertification, ents are tru	recertific e and co	ation, or rei rrect to the	best of my knowledge.  Date:	of the
_	MmX				03/25/2025	- ,

## Juan Aragon

on completing

## TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

February 20, 2024 15 credit hours



## Juan Aragon

on completing

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

Course Number: TC-0038C

on

February 20, 2024 10 credit hours



## 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



## 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	•	ons
Certification Requested:	Certified Florida Collector Assistant		
Initial: 🗸	Reinstatement:		
Certification Date:	04/01/25		
	Application		
✓ Application with Required	Application		
✓ Application Fee	Oignatures		
✓ Courses Listed on Applica	ation		
✓ Employment Dates Listed			
✓ Includes Current			
	perience with an Applicable Offic	е	
From: 11/01/14	To: Present		
From:	То:		
	Course Information	T11	
Course Name		Hours Credited	Documentation
20 hours now 12D 10 003(2)(a)		Orcanca	
Lau-nours per 12D-19.00a(a)(a)			
30-hours per 12D-19.003(3)(a) TCC 501 - Duties and Responsibilities of	of Florida Tax Collectors	30	Attended Course
TCC 501 - Duties and Responsibilities	of Florida Tax Collectors	30	Attended Course
TCC 501 - Duties and Responsibilities ( 90-hours per 12D-19.003(3)(b)			
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 503 - Collection and Distribution of P	roperty Taxes and Special Assessments		Attended Course  Attended Course  Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 503 - Collection and Distribution of P TCC 504 - Collection of Licenses, Taxes	roperty Taxes and Special Assessments	30	Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b)  TCC 503 - Collection and Distribution of P TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy	roperty Taxes and Special Assessments	30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 503 - Collection and Distribution of P TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	roperty Taxes and Special Assessments	30 30 15	Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b)  TCC 503 - Collection and Distribution of P TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy	roperty Taxes and Special Assessments	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 503 - Collection and Distribution of P TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	roperty Taxes and Special Assessments	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 503 - Collection and Distribution of P TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	roperty Taxes and Special Assessments	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 503 - Collection and Distribution of P TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	roperty Taxes and Special Assessments	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 503 - Collection and Distribution of P TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	roperty Taxes and Special Assessments	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 503 - Collection and Distribution of P TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	roperty Taxes and Special Assessments	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 503 - Collection and Distribution of P TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	roperty Taxes and Special Assessments	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 503 - Collection and Distribution of P TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	roperty Taxes and Special Assessments	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 503 - Collection and Distribution of P TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	roperty Taxes and Special Assessments	30 30 15 10 5	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 503 - Collection and Distribution of P TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	roperty Taxes and Special Assessments and Fees	30 30 15 10	Attended Course Attended Course Attended Course Attended Course

Notes:



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

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** 

Reason	n for Applying			= 1,,		
✓ Init	tial Certification - \$25 fee 🔲 Annual	Recertifica	ition - \$5	fee	Reinstatement of Certification -	\$5 fee
Applica	ant Information					
	nt's name (as you would like it to appear or	the certific	cate): Rya			
Busines	s email address: RyanA@COJ.NET			Business p	hone number: (904) 255 - 5726	
	Assistant Director of Tax Operations					
	ed by: Duval County Tax Collector					
I have corectific	ompleted the required hours of approved c ation, or reinstatement for the following de	ourses and signation:	l passed a	any require	d examinations for the certification	n,
☐ Ce	rtified Florida Appraiser Ce	ertified Flori	ida Evalu	ator	Certified Cadastralist of F	lorida
Ce	rtified Florida Collector	ertified Flori	ida Collec	tor Assista	nt	
Florida pages a	ence for Certification – If you are apply property appraiser's office, Florida tax colle s necessary). If you are applying for recert nent dates.	ctor's office	e, or with	the Florida	Department of Revenue (attach a	dditional
Employe	er: Duval County Tax Collector					
Your Tit	e: Assistant Director of Tax Operations			Employme	nt Dates: <sub>November</sub> 2014 - Prese	nt
Employe	er:		98			CW
Your Titl	e:			Employme	nt Dates:	
reinstate of each license i	red Courses – List each course you have ement for which you are applying (attach ac approved course. If you are substituting yo ssued by the Florida Real Estate Appraisa ow. Attach a copy of the license.	dditional pa ur Certified	ges as ne Residen	ecessary). A tial Apprais	Attach documentation verifying co er license or Certified General Ap	praiser
No.	Course Title	Hours	No.		Course Title	Hours
TC-0037C	TCC-001 - Bankruptcy	15	TC-00390	TCC-003	3 - Customer Service Training	5
TC-0038C	TCC-002 - Effective Decision-Making in the Workplace	10	TC-00400	TCC-501 - Du	ities & Responsibilities of Florida Tax Collectors	30
I am req	uesting approval for Florida professional co ion provided on this form and any attachmore:					
	Van S	-			03/11/2023	



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

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 <a href="http://floridarevenue.com/property/Pages/CofficialTraining\_RegistrationAndPayment.aspx">http://floridarevenue.com/property/Pages/CofficialTraining\_RegistrationAndPayment.aspx</a>

Reason	for Applying		14			
		Recertifica	tion - \$5	fee Re	einstatement of Certific	ation - \$5 fee
Applica	int Information					
Applican	t's name (as you would like it to appear on	the certific	ate): Rya			
Business email address: RyanA@COJ.NET  Business phone numb				one number: (904) 255 -	5726	
Job title:	Assistant Director of Tax Operations					
	ed by: Duval County Tax Collector					
I have co	ompleted the required hours of approved coation, or reinstatement for the following de	ourses and signation:	passed	any required e	examinations for the cer	tification,
Cer	tified Florida Appraiser	rtified Flori	da Evalı	ıator	Certified Cadastra	list of Florida
Cer	tified Florida Collector	rtified Flori	da Colle	ctor Assistant		
Florida p	ence for Certification – If you are applying the property appraiser's office, Florida tax collects necessary). If you are applying for recertionent dates.	ctor's office	e or with	the Florida Di	epartment of Revenue (a	attach additional
Employe	Pr: Duval County Tax Collector					
Your Titl	e: Assistant Director of Tax Operations			Employment	Dates: Nov 2014 - Pres	ent
Employe	er:					
Your Titl	e:			Employment	Dates:	
reinstate of each license i	ved Courses – List each course you have ement for which you are applying (attach ac approved course. If you are substituting you ssued by the Florida Real Estate Appraisal ow. Attach a copy of the license.	lditional pa ur Certified	ges as r Reside	necessary). Att ntial Appraiser	tach documentation veri license or Certified Ger list your license number	fying completion neral Appraiser and license
No.	Course Title	Hours_	No.		Course Title	Hours
TC-0036C	TCC 503 - Collection and Distribution of Preperty Taxes and Special Assessments	30				
TC-0042C	TCC-504 Collection of Licenses, Taxes, and Fees	30				
Applica	ant Signature	116	416		tetament I portify that a	II of the
I am req	uesting approval for Florida professional coion provided on this form and any attachment	eruncation, ents are tru	recertifice and co	orrect to the be	est of my knowledge.	iii Oi tile
Signatu					Date: 03/11/2025	

2 of 2

# Ryan Ashley

on completing

### TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

February 2, 2024 15 credit hours



# Ryan Ashley

on completing

# TCC 002 - EFFECTIVE DECISION-MAKING IN THE WORKPLACE

Course Number: TC-0038C

on

March 6, 2024 10 credit hours



# Ryan Ashley

on completing

### TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

March 29, 2024 5 credit hours



# 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

EIOPOLIO DE REVEIUS

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 A	uld		
Previous Name(s)(if applicable):				
Documentation Included:				
County: Marion		Job Title: Deputy Tax Co	ollector	
Certification Requested:	<u> </u>	lorida Collector Assistant		
Initial: 🗸	,	Reinstatement:		
Certification Date:	04/01/25			
	Δnı	plication		
✓ Application with Required				
✓ Application Fee	o ignataro			
✓ Courses Listed on Application	ation			
✓ Employment Dates Listed				
✓ Includes Curren				
	perience v	vith an Applicable Offic	е	
From: 03/21/16		To: Present		
From:		To:		
	Course	Information	1	1
Course Name			Hours Credited	Documentation
			Orcalica	
30-hours per 12D-19.003(3)(a)				
TCC 501 - Duties and Responsibilities	of Florida Ta	x Collectors	30	Attended Course
	of Florida Ta	x Collectors	30	Attended Course
TCC 501 - Duties and Responsibilities			30	Attended Course
TCC 501 - Duties and Responsibilities 90-hours per 12D-19.003(3)(b)	Collector's C	Office		
TCC 501 - Duties and Responsibilities ( 90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax	Collector's C	Office	30	Attended Course
TCC 501 - Duties and Responsibilities ( 90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of P	Collector's C	Office	30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities (1) 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's C	Office	30 30 15	Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities ( 90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of P  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	Collector's C	Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities ( 90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of P  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	Collector's C	Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities ( 90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of P  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	Collector's C	Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities ( 90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of P  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	Collector's C	Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities ( 90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of P  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	Collector's C	Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities ( 90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of P  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	Collector's C	Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities ( 90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of P  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	Collector's C	Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities ( 90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of P  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	Collector's C	Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's C	Office s and Special Assessments	30 30 15 10 5	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's C	Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course

Notes:



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

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** 

Reaso	n for Applying		, , ,			ining_regionation/andrayment.asp	
<b>✓</b> Ini	tial Certification - \$25 fee	Annual	Recertifica	ation - \$5	fee [	Reinstatement of Certification -	\$5 fee
Applic	ant Information				8468		
	nt's name (as you would like		n the certifi	cate): Micl	helle Aul	ld	
					ss phone number: 352-368-8101		
Job title	Deputy Tax Collector						
Employe	<sup>ed by:</sup> Marion County Tax Co	llector					
I have c recertific	ompleted the required hours cation, or reinstatement for the	of approved one following de	courses and esignation:	d passed a	any requ	uired examinations for the certification	1,
☐ Ce	rtified Florida Appraiser	☐ C	ertified Flor	rida Evalu	ator	Certified Cadastralist of FI	orida
☐ Ce	rtified Florida Collector	✓ C	ertified Flor	ida Collec	ctor Assi	stant	
pages a employr	property appraiser's office. F	lorida tax colle ying for <b>recer</b>	ector's offic	e. or with	the Flori	ion, list at least two years' experience ida Department of Revenue (attach a int, provide your current employer and	dditional
	le:Deputy Tax Collector				Employ	ment Dates:03/21/2016-CURRENT	
Employe					**	00/21/2010 005 ((1211)	
Your Tit	le:				Employ	ment Dates:	
reinstate of each license i type bel	ement for which you are appl approved course. If you are s ssued by the Florida Real Es ow. Attach a copy of the licer	ying (attach a substituting yc state Appraisa	dditional pa our Certified	ages as ne d Residen	ecessary tial Appr	the certification, recertification, or //). Attach documentation verifying coraiser license or Certified General Appses, list your license number and lice	oraiser
No.	Course Title		Hours	No.		Course Title	Hours
TC0037C	TCC 001 Bankru	ıptcy	15	TC00390	TCC	C 003 Customer Service Training	5
TC0038C	TCC 002 Effective Decisi	on Making	10	TC00400	тсо	C 501 Duties & Responsibilities of FL Tax Collectors	30
I am req	ion provided on this form and	orofessional c	ertification, ents are tru	recertificate and cor	ation, or rrect to t		
Jigilatul	" Midly ()	luld				Date: 03/11/2025	



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

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** 

Reason for Applying					
	al Recertifica	tion - \$5	fee	Reinstatement of Certifica	tion - \$5 fee
Applicant Information		1000		The second secon	
Applicant's name (as you would like it to appear		ate): Mic			
Business email address: mauld@mariontax.com			Busin	ness phone number: 352-368-810	1
Job title: Deputy Tax Collector					
Employed by: Marion County Tax Collector					
I have completed the required hours of approved recertification, or reinstatement for the following	d courses and designation:	passed	any re	quired examinations for the certifi	cation,
Certified Florida Appraiser	Certified Flori	da Evalu	ıator	Certified Cadastralis	t of Florida
Certified Florida Collector	Certified Flori	da Colle	ctor As	ssistant	
Experience for Certification – If you are ap Florida property appraiser's office, Florida tax copages as necessary). If you are applying for recemployment dates.  Employer: Marion County Tax Collector	llector's office	, or with	the Fl	orida Department of Revenue (att	ach additional
Your Title: Deputy Tax Collector			Empl	ovment Dates:	
Employer:			Linps	oyment Dates: 03/21/2016-CURR	ENI ·
Your Title:			——————————————————————————————————————	10.4	
				oyment Dates:	
Approved Courses – List each course you have reinstatement for which you are applying (attach of each approved course. If you are substituting license issued by the Florida Real Estate Appraitype below. Attach a copy of the license.	additional pay	ges as n Resider	ecessantial Ap	ary). Attach documentation verifyi	ng completion al Appraiser
No. Course Title	Hours	No.		Course Title	Hours
TCO 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 professiona information provided on this form and any attach Signature:	I certification, ments are true	recertific e and co	ation, o	or reinstatement. I certify that all on the best of my knowledge.  Date:	of the
MULLIU CUILA				03/11/2025	

### Michelle Auld

on completing

### TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

May 23, 2024 15 credit hours



### Michelle Auld

on completing

# TCC 002 - EFFECTIVE DECISION-MAKING IN THE WORKPLACE

Course Number: TC-0038C

on

May 24, 2024 10 credit hours



### Michelle Auld

on completing

### TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

May 30, 2024 5 credit hours



### 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

DEPARTMENT OF REVENUE

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: 🗸	Reinstatement:		
Certification Date:	04/01/25		
	Application		
✓ Application with Required	Signatures		
✓ Application Fee			
✓ Courses Listed on Applica	ation		
✓ Employment Dates Listed			
✓ Includes Current	Employment		
✓ Two Years of Ex	perience with an Applicable Offic	е	
From: 07/14/22	To: Present		
From:	To:		
	Course Information		
Course Name		Hours	Desumentation
Course Name		Credited	Documentation
30-hours per 12D-19.003(3)(a)			
TCC 501 - Duties and Responsibilities of	f 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
· ·		64	Attended Course
FLHSMV - Driver License Preparatory Tra	aning (instructor Led)	04	Attended Course
Г			
	Total Harris	40.4	
	Total Hours	124	
		•	
Committee recommends certificat	on: Yes	·	No

Notes:



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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** 

Reason for Applying	, ,					
✓ Initial Certification - \$25 fee	Recertifica	<b>tion</b> - \$5	fee Reinstatement of Certification -	\$5 fee		
Applicant Information						
Applicant's name (as you would like it to appear or	the certific	ate): CHI	RISTA BARNES			
Business email address: CHRISTAB@taxcollector.com  Business phone number: 941.741.4800						
Job title: ASSOCIATE III						
Employed by: MANATEE COUNTY TAX COLLEC	ΓOR					
I have completed the required hours of approved of recertification, or reinstatement for the following de	ourses and signation:	passed	any required examinations for the certification	١,		
Certified Florida Appraiser Co	ertified Flori	da Evalu	ator Certified Cadastralist of Flo	orida		
☐ Certified Florida Collector ✓ Ce	ertified Flori	da Collec	ctor Assistant			
Experience for Certification – If you are apply Florida property appraiser's office, Florida tax colle pages as necessary). If you are applying for recer employment dates.	ctor's office	or with	the Florida Department of Revenue (attach ad	dditional		
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-00240	Driver's License Preparatory Training	64		
		TC-00420	TCC 504 Collection of Licenses, Taxes, & Fees	30		
Applicant Signature  I am requesting approval for Florida professional conformation provided on this form and any attachm	ertification, ents are tru	recertific e and co	ation, or reinstatement. I certify that all of the rrect to the best of my knowledge.			
Signature: Barnes Christa Dig		by Barr	nes.Christa 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.

	I				
Name to Appear on Certificate:	Joseph Ba	arzey			
Previous Name(s)(if applicable):					
Documentation Included:					
County: Pasco		Job Title: Accountant III			
Certification Requested:	Certified F	Florida Collector Assistant			
Initial: 🗸		Reinstatement:			
Certification Date:	04/01/25				
	Ap	plication			
✓ Application with Required	Signature	es			
✓ Application Fee					
✓ Courses Listed on Applica	ation				
✓ Employment Dates Listed					
✓ Includes Current	Employm	ent			
✓ Two Years of Ex	perience v	with an Applicable Office			
From: 12/18/19		To: Present			
From:		То:			
Course Information					

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:	]	Yes		No

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: A		
Certification Requested:	Certified Florida Collec		
Initial: 🗸	Reinstatem	nent:	
Certification Date:	04/01/25		
	Application		
✓ Application with Required	Signatures		
✓ Application Fee			
Courses Listed on Applica	ition		
✓ Employment Dates Listed			
✓ Includes Current	<u> </u>	in the Office	
From: 12/18/19	perience with an Appl To: Prese		
From:	To:	erit.	
T TOTTI.	10.		
	Course Informati	on	
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, Dri	e and Vehicle Document	s 0.75	Attended Course
AAMVA - Vehicle Identification Documen	S	0.50	Attended Course
AAMVA - Introduction to Covert Features		0.75	Attended Course
			1
AAMVA - Introduction to Fraud		1	Attended Course

Yes

No

Notes:

Committee recommends certification:



# Certification Application Checklist Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Joseph B	arzey			
Previous Name(s)(if applicable):					
Documentation Included:					
County: Pasco	_		itle: Accountant II		
Certification Requested:	Certified		Collector Assistan	t	
Initial: 🗸		Reins	statement:		
Certification Date:	04/01/25				
✓ Application with Required		plicat	tion		
✓ Application Fee	Signatur	55			
✓ Courses Listed on Application	ation				
✓ Employment Dates Listed					
✓ Includes Current		nent			
✓ Two Years of Ex			n Applicable Offic	ce	
From: 12/18/19			Present		
From:		To:			
	Course	e Info	rmation		
Course Name				Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)					
00 110 and poi 122 101000(0)(a)					
90-hours per 12D-19.003(3)(b)					
90-hours per 12D-19.003(3)(b) FLHSMV - Information and Cyber Securit	•		ing	0.50	Attended Course
90-hours per 12D-19.003(3)(b)	•		ing	0.50	Attended Course Attended Course
90-hours per 12D-19.003(3)(b) FLHSMV - Information and Cyber Securit	•		ing	+	
90-hours per 12D-19.003(3)(b) FLHSMV - Information and Cyber Securit	•		ing	+	
90-hours per 12D-19.003(3)(b) FLHSMV - Information and Cyber Securit	•		ing	+	
90-hours per 12D-19.003(3)(b) FLHSMV - Information and Cyber Securit	•		ing	+	
90-hours per 12D-19.003(3)(b) FLHSMV - Information and Cyber Securit	•		ing	+	
90-hours per 12D-19.003(3)(b) FLHSMV - Information and Cyber Securit	•		ing	+	
90-hours per 12D-19.003(3)(b) FLHSMV - Information and Cyber Securit	•		ing	+	
90-hours per 12D-19.003(3)(b) FLHSMV - Information and Cyber Securit	•		ing	+	
90-hours per 12D-19.003(3)(b) FLHSMV - Information and Cyber Securit	•		ing	+	
90-hours per 12D-19.003(3)(b) FLHSMV - Information and Cyber Securit	•		ing	+	
90-hours per 12D-19.003(3)(b) FLHSMV - Information and Cyber Securit	•		ing	+	
90-hours per 12D-19.003(3)(b) FLHSMV - Information and Cyber Securit	•		ing	+	
90-hours per 12D-19.003(3)(b) FLHSMV - Information and Cyber Securit	•			12	
90-hours per 12D-19.003(3)(b) FLHSMV - Information and Cyber Securit	•		Total Hours	+	

Notes:



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Property Tax Oversight Certification and Training

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· · · · · · · · · · · · · · · · · · ·	ar o v or r	40.0	on property/r age		a		
Reason for Applying							
✓ Initial Certification - \$25	fee		Annual Recertifica	tion - \$5	fee F	Reinstatement of Certification	- \$5 fee
Applicant Information							
Applicant's name (as you wou							
Business email address: jbarze	ey@pas	cota	xes.com		Business pl	hone number: 352-521-4360	a de la composição de l
Job title: Accountant III							
Employed by: Pasco County							
I have completed the required recertification, or reinstatemen	hours o	of app follo	proved courses and wing designation:	passed a	any required	examinations for the certification	n,
Certified Florida Appraise	er Certified Florida Evaluator Certified Cadastralist of Florida						
Certified Florida Collector	☐ Certified Florida Collector						
Florida property appraiser's of	fice, Flo	rida i	tax collector's office	e, or with	the Florida [	list at least two years' experience Department of Revenue (attach a provide your current employer ar	additional
Employer: Pasco County Tax	Collect	or -					
Your Title: Accountant III					Employmer	nt Dates: 12/18/2019 - current	
Employer:							
Your Title:					Employmer	nt 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			Hours	No.		Course Title	Hours
тс0037С ТСС001 - Е	ankru	ptcy	15	TC00400	TCC501-	Duties and Responsibilites of TC	30
TC0038C TCC002 - Effective	Decision	on Ma	aking 10	TC00420	TCC504-0	Collection of Licenses, Taxes & Fees	30
Applicant Signature	lorido n	rofos	sional cartification	recertifie	ation or roll	nstatement. I certify that all of the	And I aware the state of
information provided on this for	rm and	any a	attachments are tru	ie and co	rrect to the b	pest of my knowledge.	j.
Signature:	7				1	Date: 1 1	



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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 Reinstatement of Certification - \$5 fee Annual Recertification - \$5 fee ✓ Initial Certification - \$25 fee **Applicant Information** Applicant's name (as you would like it to appear on the certificate): Joseph Barzey Business phone number: 352-521-4360 Business email address: ibarzev@pascotaxes.com 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 Cadastralist of Florida Certified Florida Evaluator Certified Florida Appraiser ✓ Certified Florida Collector Assistant Certified Florida Collector 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 Employment Dates: 12/18/2019 - current Your Title: Accountant III Employer: **Employment Dates:** Your Title: 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. Hours Course Title Hours No. Course Title No. .50 TCOOLS Security Cards 75 US Immigration COOR 1,00 Travel Documents TCOOIT TCOOILC **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. Date: Signature: 2025



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

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 Annual Recertification - \$5 fee Reinstatement of Certification - \$5 fee ✓ Initial Certification - \$25 fee **Applicant Information** Applicant's name (as you would like it to appear on the certificate):

Joseph Barzey Business phone number: 352-521-4360 Business email address: jbarzey@pascotaxes.com 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 Cadastralist of Florida Certified Florida Appraiser Certified Florida Evaluator ✓ Certified Florida Collector Assistant Certified Florida Collector 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 Employment Dates: 12/18/2019 - current Your Title: Accountant III Employer: **Employment Dates:** Your Title: 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

type below. Attach a copy of the license.

No. Course Title Hours No. Course Title Hours

TCOOK Deople - Actions .75 TCOOK Mexican Documents .75

TCOOK Military ID Cards .50 TCOOK Intro to Fraud 1.00

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

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

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Reason for Applying							
✓ Initial Certification - \$25 fee  Annual Recertification - \$5 fee  Reinstatement of Certification - \$5 fee							
Applicant Information		ann ann an			-		
Applicant's name (as you would like it to app	pear on the certifica						
Business email address: jbarzey@pascotax	es.com	Bu	siness phone nun	nber: 352-521-4360			
Job title: Accountant III				and the first transfer of the second			
Employed by: Pasco County Tax Collector							
I have completed the required hours of apprecentification, or reinstatement for the follow	roved courses and wing designation:	passed any	required examina	ations for the certific	ation,		
Certified Florida Appraiser	Certified Florid	da Evaluato	r 🗆 C	ertified Cadastralist	of Florida		
Certified Florida Collector	✓ Certified Florid	da 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		E	mployment Dates:	12/18/2019 - curren			
Employer:							
Your Title:	- August - A	E	mployment 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.	Cou	rse Title	Hours		
TCOOPE Intro to Covert F	eatures ,75	Trong	canadian	Travel	1,00		
TC008C Internal Fraud For	Staff .75	TCOOLOG	Canalian	Birth Cerfit	ato .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			



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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

Reason for Applying	*						
✓ Initial Certification - \$25 f	ee 🗌	Annual F	Recertificat	tion - \$5	fee 🔲 I	Reinstatement of Certification	- \$5 fee
Applicant Information						<u> </u>	-
Applicant's name (as you would				ate): Jose			
Business email address: jbarzey	@pascota	xes.com			Business p	hone number: 352-521-4360	
Job title: Accountant III							
Employed by: Pasco County Ta							
I have completed the required h recertification, or reinstatement	ours of ap for the foll	proved co owing de	ourses and signation:	passed a	any required	d examinations for the certification	in,
Certified Florida Appraiser		☐ Ce	rtified Flori	da Evalu	ator	Certified Cadastralist of F	Florida .
Certified Florida Collector	250000000000000000000000000000000000000	✓ Ce	rtified Flori	da Collec	tor Assistar	nt	
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					Employme	nt Dates: 12/18/2019 - current	
Employer:							
Your Title:					Employme	nt 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
T-coopse Birth	Certi.	ficats	,50	700003	a Vehi	icle ID Documents	150
TC000HC Expande	ng the	Cevica	150	TC00020	2 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:	·			C dila ooi		Date: 3/31/2025	No.



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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

Reason for Applying								
✓ Initial Certification - \$25	fee	Annual R	ecertificati	on - \$5	fee Re	einstatement of Certifi	ication - S	\$5 fee
Applicant Information						The state of the s		-
Applicant's name (as you would	d like it to	appear on	the certifica	te): Jos				
Business email address: jbarze	y@pascot	axes.com		1	Business pho	one number: 352-521-4	360	
Job title: Accountant III								
Employed by: Pasco County Tax Collector								
I have completed the required recertification, or reinstatemen	hours of a t for the fo	oproved co lowing des	iurses and paignation:	passed	any required	examinations for the ce	ertification	1
Certified Florida Appraise	r	Ce	rtified Florid	a Evalı	uator	Certified Cadastr	alist of Flo	orida
Certified Florida Collector		✓ Cei	tified Florid	a Colle	ctor 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						amuse and a second	
Your Title:- Accountant III					Employmen	t Dates: <sub>12/18/2019</sub> - cu	urrent	
Employer:							W-=	
Your Title:			er garage garage en en pareleon de transc	(*************************************	Employmen	t 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			Hours	No.		Course Title		Hours
Tooole Counterfie	ts +A1.	terations	,75	•				
				×	1			
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:	2	3				Date: 3/3/2	025	157



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Property Tax Oversight Certification and Training

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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 Reinstatement of Certification - \$5 fee Annual Recertification - \$5 fee ✓ Initial Certification - \$25 fee Applicant Information Applicant's name (as you would like it to appear on the certificate): Joseph Barzey Business phone number: 352-521-4360 Business email address: ibarzey@pascotaxes.com 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 Evaluator Certified Cadastralist of Florida Certified Florida Appraiser Certified Florida Collector Assistant Certified Florida Collector 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 Employment Dates: 12/18/2019 - current Your Title: Accountant III Employer: **Employment Dates:** Your Title: 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. Course Title Hours Hours No. Course Title No. TCC003-Customer 5 TCO0440 HVUT TC-05391 12 Into - Cyber Security (raeinna TC 0005C Prep 150 **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. Date: Signature: 2025



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

Property Tax Oversight Certification and Training

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### Applicant Joseph Barzey

No.	Course Title	Hours
		0.75
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 Servie 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



# Joseph Barzey

on completing

# TCC 003 - CUSTOMER SERVICE TRAINING Course Number: TC-0039C

on

July 21, 2022 5 credit hours







#### **JOSEPH BARZEY**

for the successful completion of

**Heavy Vehicle Use Tax (HVUT) - 2021** 

by FLHSMV

1 Hours 0 Minutes





#### **JOSEPH BARZEY**

for the successful completion of

**AAMVA CDL 2021: Module 1 - Introduction to CDL Licensing** 

by MS

2 Hours 30 Minutes





#### **JOSEPH BARZEY**

for the successful completion of

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

by MS

0 Hours 45 Minutes





#### **JOSEPH BARZEY**

for the successful completion of

AAMVA CDL 2021: Module 3 - CDL Knowledge Tests Overview

by MS

0 Hours 45 Minutes





#### **JOSEPH BARZEY**

for the successful completion of

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

by MS

0 Hours 45 Minutes





#### **JOSEPH BARZEY**

for the successful completion of

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

by External Training

1 Hours 0 Minutes





#### **JOSEPH BARZEY**

for the successful completion of

**AAMVA FDR 2020: Birth Certificates** 

by External Training

0 Hours 30 Minutes





#### **JOSEPH BARZEY**

for the successful completion of

**AAMVA FDR 2020: Counterfeits and Alterations** 

by External Training

0 Hours 45 Minutes





#### **JOSEPH BARZEY**

for the successful completion of

**AAMVA FDR 2020: Driver Licenses and ID Cards** 

by External Training

0 Hours 45 Minutes





#### **JOSEPH BARZEY**

for the successful completion of

**AAMVA FDR 2020: Internal Fraud for Staff** 

by External Training

0 Hours 45 Minutes





#### **JOSEPH BARZEY**

for the successful completion of

**AAMVA FDR 2020: Travel Documents** 

by External Training

0 Hours 45 Minutes





#### **JOSEPH BARZEY**

for the successful completion of

**AAMVA FDR 2020: Social Security Cards** 

by External Training

0 Hours 30 Minutes





#### **JOSEPH BARZEY**

for the successful completion of

**AAMVA FDR 2020: Security Features** 

by External Training

1 Hours 0 Minutes





#### **JOSEPH BARZEY**

for the successful completion of

#### **AAMVA FDR 2020: People and Actions**

by External Training

0 Hours 45 Minutes





#### **JOSEPH BARZEY**

for the successful completion of

#### **AAMVA FDR 2020: US Immigration Documents**

by External Training

0 Hours 45 Minutes





#### **JOSEPH BARZEY**

for the successful completion of

**AAMVA FDR 2020: Military ID Cards** 

by External Training

0 Hours 30 Minutes





#### **JOSEPH BARZEY**

for the successful completion of

**AAMVA FDR 2020: Mexican Documents** 

by External Training

0 Hours 45 Minutes





#### **JOSEPH BARZEY**

for the successful completion of

**AAMVA FDR 2020: Expanding the Review** 

by External Training

0 Hours 30 Minutes





#### **JOSEPH BARZEY**

for the successful completion of

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

by External Training

0 Hours 45 Minutes





#### **JOSEPH BARZEY**

for the successful completion of

**AAMVA FDR 2020: Vehicle Identification Documents** 

by External Training

0 Hours 30 Minutes





#### **JOSEPH BARZEY**

for the successful completion of

**AAMVA FDR 2024: Introduction to Covert Features** 

by External Training

0 Hours 45 Minutes





#### **JOSEPH BARZEY**

for the successful completion of

**AAMVA FDR 2024: Introduction to Fraud** 

by External Training

1 Hours 0 Minutes





#### **JOSEPH BARZEY**

for the successful completion of

Information and Cyber Security Awareness for External Entities - 2024

by FLHSMV

0 Hours 30 Minutes





#### **JOSEPH BARZEY**

for the successful completion of

#### **Driver License Preparatory Training - OLT**

by FLHSMV

12 Hours

### 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 F	Florida Collector Assistant
Initial: 🗸		Reinstatement:
Certification Date:	05/01/25	
	·	·

Application					
✓ Applica	tion with Required Signatures				
✓ Applica	tion Fee				
✓ Course	s Listed on Application				
✓ Employ	ment Dates Listed				
✓	✓ Includes Current Employment				
✓ Two Years of Experience with an Applicable Office					
From: 04/08/19	To: Present				
From:	То:				

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				

Yes

No

Notes: Total hours: 138.5

Committee recommends certification:



#### 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: 🗸	Reinstatement:
Certification Date:	05/01/25

Application					
✓ Application with Required Signatures	S				
✓ Application Fee					
✓ Courses Listed on Application					
✓ Employment Dates Listed					
✓ Includes Current Employment	ent				
✓ Two Years of Experience w	vith 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	

Yes

No

Notes: Total hours: 138.5

Committee recommends certification:



### 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 Specia					
Certification Requested:	Certified F	lorida Collector Assistant					
Initial: 🗸		Reinstatement:					
Certification Date:	05/01/25						
Application  Application  Application with Required Signatures  Application Fee  Application Fee  Courses Listed on Application  Employment Dates Listed  Includes Current Employment  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)							
			0.75	Attended Course			
90-hours per 12D-19.003(3)(b)	y Awarenes	s Training	0.75 0.50	Attended Course Attended Course			
<b>90-hours per 12D-19.003(3)(b)</b> AAMVA - CDL Module 2	y Awarenes	s Training	+				
<b>90-hours per 12D-19.003(3)(b)</b> AAMVA - CDL Module 2	y Awarenes	s Training	+				
<b>90-hours per 12D-19.003(3)(b)</b> AAMVA - CDL Module 2	y Awarenes	s Training	+				
<b>90-hours per 12D-19.003(3)(b)</b> AAMVA - CDL Module 2	y Awarenes	s Training	+				
<b>90-hours per 12D-19.003(3)(b)</b> AAMVA - CDL Module 2	y Awarenes	s Training	+				
<b>90-hours per 12D-19.003(3)(b)</b> AAMVA - CDL Module 2	y Awarenes	s Training	+				
<b>90-hours per 12D-19.003(3)(b)</b> AAMVA - CDL Module 2	y Awarenes	s Training	+				
<b>90-hours per 12D-19.003(3)(b)</b> AAMVA - CDL Module 2	y Awarenes	s Training	+				
<b>90-hours per 12D-19.003(3)(b)</b> AAMVA - CDL Module 2	y Awarenes	s Training	+				
<b>90-hours per 12D-19.003(3)(b)</b> AAMVA - CDL Module 2	y Awarenes	s Training	+				
<b>90-hours per 12D-19.003(3)(b)</b> AAMVA - CDL Module 2	y Awarenes	s Training	+				
<b>90-hours per 12D-19.003(3)(b)</b> AAMVA - CDL Module 2	y Awarenes	s Training	+				
<b>90-hours per 12D-19.003(3)(b)</b> AAMVA - CDL Module 2	y Awarenes	s Training  Total Hours	+				
<b>90-hours per 12D-19.003(3)(b)</b> AAMVA - CDL Module 2	y Awarenes		0.50				

Notes:



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Reasc	n for Applying					
<b>✓</b> In	itial Certification - \$25 fee 🔲 Annu	al Recertific	ation - \$	5 fee	Reinstatement of Certifi	ication - \$5 fee
Applic	ant Information					
Applica	nt's name (as you would like it to appear	on the certifi	cate): EL	IZABETH I	BOWER	
Busines	ss email address: EBOWER@MARTINTA	XX.US		Business	s phone number: 772-288-5	973
	ONLINE SPECIALIST					
	<sup>ed by:</sup> MARTIN COUNTY TAX COLLECT					
I have o	completed the required hours of approved cation, or reinstatement for the following	d courses and designation:	d passed	any requir	ed examinations for the cer	rtification,
_		Certified Flor	ida Eval	uator	Certified Cadastra	list of Florida
L Ce	rtified Florida Collector	Certified Flor	ida Colle	ctor Assist	ant	
pages a employr	ence for Certification — if you are approperty appraiser's office, Florida tax cos necessary). If you are applying for reconent dates.  Pr:MARTIN COUNTY TAX COLLECTOR	ertification o	A OF WAIT	The Hand	a Hanarimant of Davanua /	Inmoitibhed doctto
Your Tit	le:ONLINE SPECIALIST			Employm	ent Dates: <sub>04/08/2019</sub> TO (	LIBRENT
Employe					0-1/00/2010 10 0	ZOTTENT
Your Tit	le:			Employm	ent Dates:	
of each license i	red Courses – List each course you ha ement for which you are applying (attach approved course. If you are substituting y ssued by the Florida Real Estate Apprais ow. Attach a copy of the license.	additional pa	ges as n Resider	ecessary).	Attach documentation verifier license or Certified Gen	fying completion
No.	Course Title	Hours	No.		Course Title	Hours
TC0037C	TCC 001 BANKRUPTCY	15				
am req	unt Signature uesting approval for Florida professional on provided on this form and any attachr e:	certification, nents are tru	recertific e and co	ation, or re rrect to the	best of my knowledge.  Date:	I of the
	7/10				04/30/2025	



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

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Reason for Applying								
✓ Initial Certification - \$25 fee  Annua	al Recertifica	ation - \$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 COLLECT								
I have completed the required hours of approved recertification, or reinstatement for the following	l courses and designation:	d passed	any required examinations	for the certification	1			
Certified Florida Appraiser	Certified Flor	ida Evalu	ator Certifie	d Cadastralist of Flo	orida			
Certified Florida Collector	Certified Flor	ida Collec	ctor Assistant					
Experience for Certification – If you are application property appraiser's office, Florida tax copages as necessary). If you are applying for recemployment dates.  Employer: MARTIN COUNTY TAX COLLECTOR	llector's offic ertification o	e. or with	the Florida Department of	Revenue (attach a	dditional			
Your Title: ONLINE SPECIALIST			Employment Dates: 04/08/	2019 TO CURREN	IT			
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 Tit		Hours			
TCC0016C TRAVEL DOCUMENTS	.75	TCC0018	CDL MODU	LE 1	2.5			
TCC0017C US IMMIGRATION DOCUMNETS	S .75	TC00190	CDL MODU	ILE 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 an attachments are true and correct to the best of my knowledge.  Signature:  Date:  04/30/2025								



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

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nttp://fioridarevenue.com/pro	perty/Pag	es/Comci	ai_ i rainin	g_RegistrationAndPayment.as	ρx
Reason for Applying					
✓ Initial Certification - \$25 fee ✓ Annual	Recertifica	ation - \$5	fee	Reinstatement of Certification	- \$5 fee
Applicant Information					
Applicant's name (as you would like it to appear or	n the certific				
Business email address: ebower@martintax.us			Business p	phone number: 772-288-5973	
Job title: Online Specialist					
Employed by: Martin County Tax Collector					
I have completed the required hours of approved or recertification, or reinstatement for the following de-	courses and esignation:	d passed a	any require	d examinations for the certificatio	n,
☐ Certified Florida Appraiser ☐ C	ertified Flor	ida Evalua	ator	Certified Cadastralist of F	lorida
Certified Florida Collector	ertified Flor	ida Collec	tor Assista	nt	
Experience for Certification – If you are apply Florida property appraiser's office, Florida tax colle pages as necessary). If you are applying for receremployment dates.	ector's offic	e, or with t	he Florida	Department of Revenue (attach a	additional
Employer: Martin County Tax Collector	1914 - 11				
Your Title: Online Specialist			Employme	nt Dates: <sub>04/08/2019</sub> to current	
Employer:					
Your Title:			Employme	nt Dates:	
Approved Courses – List each course you have reinstatement for which you are applying (attach as of each approved course. If you are substituting you license issued by the Florida Real Estate Appraisation type below. Attach a copy of the license.	dditional pa	ges as ned Resident	cessary). A	Attach documentation verifying co er license or Certified General Ap s, list your license number and lice	praiser ense
No. Course Title	Hours	No.	-	Course Title	Hours
TC0040C TCC501-DUTIES AND RESPONSIBILITIES	.50	TCC0420	TCC504-C	OLLECTION OF LICENSES TAXES AND FEES	.50
TC0041C TCC502-LEADERSHIP AND MANAGEMENT SKILLS	.50	TCC0039C	TCC003-0	CUSTOMER SERVICE TRAINING	5
Applicant Signature  I am requesting approval for Florida professional conformation provided on this form and any attachm Signature.	ertification, ents are tru	recertificate and cor	ation, or rei rect to the	nstatement. I certify that all of the best of my knowledge. Date: 04/30/2025	



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

Property Tax Oversight Certification and Training

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		berty/Page	es/Comci	ai_Traillin	g_RegistrationAndrayment.as	ρx
Reasor	for Applying					
<b>✓</b> Init	ial Certification - \$25 fee 🔲 Annual	Recertifica	ation - \$5	fee	Reinstatement of Certification	- \$5 fee
Applica	nt Information	THE PERSON				
	t's name (as you would like it to appear or	the certific	cate): Eliza	abeth Bowe	r	
Busines	s email address: ebower@martintax.us			Business p	hone number: 772-288-5973	
	Online Specialist					
	ed by: Martin County Tax Collector					
I have co	ompleted the required hours of approved cation, or reinstatement for the following de	ourses and signation:	passed a	any require	d examinations for the certificatio	n,
☐ Cei	tified Florida Appraiser	ertified Flor	ida Evalua	ator	Certified Cadastralist of F	lorida
Cei	tified Florida Collector	ertified Flor	ida Collec	tor Assista	nt	
pages as employn Employe	property appraiser's office, Florida tax colless necessary). If you are applying for recert nent dates.  Country Tax Collector	ctor's onic	r for <b>reins</b>	statement,	provide your current employer ar	id
	e:Online Specialist			Employme	nt Dates: <sub>04/08/2019</sub> to current	
Employe	PT:					
Your Titl	e:			Employme	nt Dates:	
of each a license is type belo	red Courses – List each course you have ment for which you are applying (attach ac approved course. If you are substituting you assued by the Florida Real Estate Appraisa low. Attach a copy of the license.	ditional pa ur Certified Board for	iges as ne I Resident one or mo	ecessary). A	Attach documentation verifying co er license or Certified General Ap , list your license number and lice	praiser ense
No.	Course Title	Hours	No.		Course Title	Hours
TC0038C	TC002-EFFECTIVE DECISION	10	TC0002C	DRIVE	R LICENSE AND ID CARDS	.75
TCC001C	COUNTERFEITS AND ALERATIONS	.75	TCC0003d	VEHICLE	IDENTIFICATION DOCUMENTS	.50
l am req informati	ant Signature uesting approval for Florida professional con provided on this form and any attachment	ertification, ents are tru	recertificate and cor	ation, or rei rect to the	best of my knowledge.	
Signatur	Shot S				Date: 04/30/2025	



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

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

Reasor	for Applying	Maral II						
<b>✓</b> Init	ial Certification - \$25 fee Annual I	Recertifica	ation - \$5	fee	Reinstatement of Certification	\$5 fee		
Applica	ant Information							
	it's name (as you would like it to appear on	the certifi	cate): Eliz					
Busines	Business email address: ebower@martintax.us  Business phone number: 772-288-5973							
Job title:	Online Specialist							
Employe	ed by:Martin County Tax Collector							
l have co	ompleted the required hours of approved c ation, or reinstatement for the following de	ourses and signation:	d passed	any require	d examinations for the certification	n,		
Cer	tified Florida Appraiser Ce	ertified Flor	rida Evalu	uator	Certified Cadastralist of F	lorida		
Cer	tified Florida Collector	rtified Flor	ida Colle	ctor Assista	nt			
Florida p pages as employn	ence for Certification – If you are apply property appraiser's office, Florida tax colle is necessary). If you are applying for recert nent dates.  Cr:Martin County Tax Collector	ctor's offic	e. or with	the Florida	Department of Revenue (attach a	idditional		
				Employme	ent Dates:04/08/2019 to current			
	e:Online Specialist			Linployine				
Employe					10.4			
Your Titl				Employme				
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	TCC0006	C CANADIAN B	IRTH CERTIFICATES, DRIVER AND VEHICLE DOC	.75		
TCC0005C	BIRTH CERTIFICATES	.50	TCC0007	C CANADIAN	TRAVEL, CITIZENSHIP, AND IMMIGRATION DOC	1.0		
Applica I am req informati Signatur	ant Signature uesting approval for Florida professional co ion provided on this form and any attachme e:	ertification, ents are tru	recertificue and co	cation, or rei	nstatement. I certify that all of the best of my knowledge.  Date: 04/30/2025			
	TAV				0 1/00/2020			



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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							
✓ 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							
	usiness 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:							
Cer	Certified Florida Appraiser Certified Florida Evaluator Certified Cadastralist of Florida						
Cer	ertified 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	TC00100	INTITODOGNICA TO THE CO		1.0	
TCC0009C	INTRODUCTION TO COVERT FEATURES	.75	TC00110	MEXICAN DOCUMENTS .75		.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:							
Signature					04/30/2025		



## Application for Florida Professional Certification

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

**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			7					
✓ Initial Certification - \$25 fee	ual Recertifica	ation - \$5	fee	Reinstatement of Certification	- \$5 fee			
Applicant Information								
Applicant's name (as you would like it to appear		cate): Eliza						
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 approve recertification, or reinstatement for the following	ed courses and g designation:	d passed a	any require	d examinations for the certification	on,			
Certified Florida Appraiser	Certified Florida Appraiser							
Certified Florida Collector	Certified Flor	ida Collec	tor Assista	nt				
Experience for Certification – If you are a Florida property appraiser's office, Florida tax of pages as necessary). If you are applying for reemployment dates.	collector's office	e. or with	the Florida	Department of Revenue (attach	additional			
Employer: Martin County Tax Collector								
Your Title:Online Specialist			Employme	nt Dates: 04/08/2019 to current				
Employer:								
Your Title:			Employme	nt Dates:				
Approved Courses – List each course you reinstatement for which you are applying (attact of each approved course. If you are substituting license issued by the Florida Real Estate Approximately below. Attach a copy of the license.	th additional pag g your Certified aisal Board for	ages as ne d Residen one or mo	ecessary). A	Attach documentation verifying c er license or Certified General A s, list your license number and license	ppraiser ense			
No. Course Title	Hours	No.		Course Title	Hours			
TCC0012C MILITARY ID CARDS	.50	TC00140		CURITY FEATURES	1.0			
TCC0013C PEOPLE AND ACTION	.75	TC00150	SOC	IAL SECRUITY CARDS	.50			
Applicant Signature  I am requesting approval for Florida profession information provided on this form and any attack Signature:	al certification,	recertifica ue and con	ation, or rei rect to the	nstatement. I certify that all of the best of my knowledge.  Date: 04/30/2025	е			



## Application for Florida Professional Certification

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

Property Tax Oversight Certification and Training

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Property Tax Oversight Certification and Training Online Registration at http://floridarevenue.com/property/Pages/Cofficial\_Training\_RegistrationAndPayment.aspx

		ide.com/prope	erty/Fagt	53/ GUIIIGI	ai_IIaIIIII	g_rtegistrationAndr aymentas	iby	
Reason for	Applying						w. 1773 - 18	
✓ Initial C	ertification - \$25 fee	Annual R	ecertifica	ition - \$5	fee	Reinstatement of Certification	- \$5 fee	
Applicant I	nformation							
	ame (as you would like i		the certific					
Business email address: ebower@martintax.us  Business phone number: 772-288-5973								
Job title: Onli								
	: Martin County Tax Colle							
I have compl recertification	eted the required hours on the contract of the	of approved co e following des	urses and ignation:	f passed a	any require	d examinations for the certification	n,	
Certified	Florida Appraiser	☐ Cer	tified Flor	ida Evalu	ator	Certified Cadastralist of F	lorida	
Certified	Florida Collector	✓ Cer	tified Flor	ida Collec	tor Assista	nt		
Florida prope pages as nec employment	rty appraiser's office, Floessary). If you are apply	orida tax collecting for recertif	tor's office	e. or with	the Florida	list at least two years' experience     Department of Revenue (attach a     provide your current employer ar	additional	
	line Specialist				Employme	ent Dates:04/08/2019 to current		
Employer:								
Your Title:					Employme	ent Dates:		
reinstatement of each appro- license issue type below. A	t for which you are apply oved course. If you are s d by the Florida Real Es attach a copy of the licen	ving (attach add substituting you tate Appraisal I	ditional pa r Certified	iges as ne I Resident one or mo	ecessary). Itial Apprais	e certification, recertification, or Attach documentation verifying co ser license or Certified General Ap s, list your license number and lic	opraiser ense	
No.	Course Title		Hours	No.		Course Title	Hours	
TCC0020C	CDL MODULE	3	.75	TCC00440	HEA	VY VEHICLE USE TAX	1.0	
TCC0021C	CDL MODULE	4	.75	TCC00450	CYBER	SECRUITY AWARENESS TRAINING	.50	
Applicant S	ignature	THE SURVEY						
I am requesti	ng approval for Florida p rovided on this form and	rofessional cer anv attachmer	tification, nts are tru	recertifica e and cor	ation, or rei rrect to the	nstatement. I certify that all of the best of my knowledge.		
Signature:	SOF	-				Date: 04/30/2025		





#### **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



## iLearn

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



## iLearn

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





#### **ELIZABETH BOWER**

for the successful completion of

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

by External Training

1 Hours 0 Minutes





#### **ELIZABETH BOWER**

for the successful completion of

**AAMVA CDL 2021: Module 1 - Introduction to CDL Licensing** 

by MS

2 Hours 30 Minutes





#### **ELIZABETH BOWER**

for the successful completion of

**AAMVA FDR 2020: Counterfeits and Alterations** 

by External Training

0 Hours 45 Minutes



## iLearn

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



## iLearn

This certificate is awarded to

#### **ELIZABETH BOWER**

for the successful completion of

**AAMVA FDR 2018: Mexican Documents** 

by External Training

0 Hours 45 Minutes





#### **ELIZABETH BOWER**

for the successful completion of

**AAMVA FDR 2020: Expanding the Review** 

by External Training

0 Hours 30 Minutes





#### **ELIZABETH BOWER**

for the successful completion of

**AAMVA FDR 2020: Internal Fraud for Staff** 

by External Training

0 Hours 45 Minutes





#### **ELIZABETH BOWER**

for the successful completion of

**AAMVA FDR 2020: Birth Certificates** 

by External Training

0 Hours 30 Minutes





#### **ELIZABETH BOWER**

for the successful completion of

**AAMVA FDR 2020: Military ID Cards** 

by External Training

0 Hours 30 Minutes





#### **ELIZABETH BOWER**

for the successful completion of

**AAMVA FDR 2020: Introduction to Covert Features** 

by External Training

0 Hours 45 Minutes





#### **ELIZABETH BOWER**

for the successful completion of

**AAMVA FDR 2020: Introduction to Fraud** 

by External Training

1 Hours 0 Minutes



## iLearn

This certificate is awarded to

#### **ELIZABETH BOWER**

for the successful completion of

**AAMVA FDR 2020: Travel Documents** 

by External Training

0 Hours 45 Minutes





#### **ELIZABETH BOWER**

for the successful completion of

**AAMVA FDR 2020: Security Features** 

by External Training

1 Hours 0 Minutes





#### **ELIZABETH BOWER**

for the successful completion of

**AAMVA FDR 2020: People and Actions** 

by External Training

0 Hours 45 Minutes





#### **ELIZABETH BOWER**

for the successful completion of

**AAMVA FDR 2020: Social Security Cards** 

by External Training

0 Hours 30 Minutes





#### **ELIZABETH BOWER**

for the successful completion of

**AAMVA FDR 2020: US Immigration Documents** 

by External Training

0 Hours 45 Minutes

## 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





## iLearn

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





#### **ELIZABETH BOWER**

for the successful completion of

AAMVA CDL 2024: Module 3 - CDL Knowledge Tests Overview

by External Training

0 Hours 45 Minutes





#### **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



## iLearn

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

## 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:	Name to Appear on Certificate: Beth Brown							
Previous Name(s)(if applicable):								
Documentation Included:								
County: Pasco	Job Title: Dealer Service	es Supervisor I	l					
Certification Requested:								
Initial: 🗸								
Certification Date:	Certification Date: 05/01/25							
	Application							
Application with Required	Signatures							
Application Fee								
Courses Listed on Applica								
Employment Dates Listed								
✓ Includes Current								
✓ Two Years of Experience with an Applicable Office								
From: 03/05/14 To: Present								
From:	То:							
	Course Information							
		Hours						
Course Name		Credited	Documentation					
30-hours per 12D-19.003(3)(a)								
TCC 504 - Collection of Licenses, Taxes ar	nd 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 Cour							
TCC 003 - Customer Service Training	5	Attended Course						
AAMVA - Expanding the Review	0.75	Attended Course						
AAAAA								
AAMVA - U.S. Immigration Documents		0.50	Attended Course					
AAMVA - U.S. Immigration Documents  AAMVA - Driver License and ID Cards		0.50 0.75	Attended Course Attended Course					
	ve and Vehicle Documents	+						

Committee recommends certification:	Yes	No	

**Total Hours** 

1

0.50

1

96.75

Attended Course

Attended Course

Attended Course

Attended Course

Notes: Total hours: 120.50

AAMVA - Introduction to Fraud

AAMVA - Canadian Travel, Citizenship and Immigration Documents

AAMVA - Birth Certificates

AAMVA - Security Features



## Certification Application Checklist Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Name to Appear on Certificate: Beth Brown									
Previous Name(s)(if applicable):										
Documentation Included:										
County: Pasco	T				Dealer Se		s Sup	ervi	isor I	l
Certification Requested:	stant									
Initial: Reinstatement:										
Certification Date: 05/01/25										
		ppli	cat	tion						
✓ Application with Required	Signatu	res								
✓ Application Fee										
Courses Listed on Applica										
✓ Employment Dates Listed		mon	+							
✓ Includes Current ✓ Two Years of Ex				η Ληι	olicable (	Office				
From: 03/05/14	penence			Pres		211100				
From:			o:	1 100						
			-							
	Cours	se Ir	nfo	rma	tion					
Course Name							Hour Cred	-		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 Attende			Attended Course
AAMVA - Travel Documents							0.75 Atte		Attended Course	
AAMVA - CDL Module 1							2.5 Attende			Attended Course
AAMVA - CDL Module 2							0.75 Atte			Attended Course
AAMVA - CDL Module 3						<u>.</u>	0.75 At			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 Atte		Attended Course	
FLHSMV - Information and Cyber Securit	y Awaren	ess T	rain					0.50		Attended Course
					Total Hou	ırs	2	2.25	5	
Committee recommends certificat	ion:	Γ			Yes					No

Notes:



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 Serv	vices Supervisor	II
Certification Requested:	Certified Florida Collector Assist	ant	
Initial:	Reinstatement:		
Certification Date:	05/01/25		
	Application		
✓ Application with Required	Signatures		
✓ Application Fee			
✓ Courses Listed on Applica	ation		
✓ Employment Dates Listed			
✓ Includes Current			
	perience with an Applicable O	ffice	
From: 03/05/14	To: Present		
From:	To:		
	Course Information		
Course Name		Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)			
00-110013 pci 12D-13.000(3)(a)			
00-110413 pc1 12D-13.000(0)(4)			
90-hours per 12D-19.003(3)(b)		0.75	Attended Course
90-hours per 12D-19.003(3)(b)  AAMVA - Mexican Documents		0.75	Attended Course
90-hours per 12D-19.003(3)(b)		0.75 0.75	Attended Course Attended Course
90-hours per 12D-19.003(3)(b)  AAMVA - Mexican Documents			
90-hours per 12D-19.003(3)(b)  AAMVA - Mexican Documents			
90-hours per 12D-19.003(3)(b)  AAMVA - Mexican Documents			
90-hours per 12D-19.003(3)(b)  AAMVA - Mexican Documents			
90-hours per 12D-19.003(3)(b)  AAMVA - Mexican Documents			
90-hours per 12D-19.003(3)(b)  AAMVA - Mexican Documents			
90-hours per 12D-19.003(3)(b)  AAMVA - Mexican Documents			
90-hours per 12D-19.003(3)(b)  AAMVA - Mexican Documents			
90-hours per 12D-19.003(3)(b)  AAMVA - Mexican Documents			
90-hours per 12D-19.003(3)(b)  AAMVA - Mexican Documents			
90-hours per 12D-19.003(3)(b)  AAMVA - Mexican Documents			
90-hours per 12D-19.003(3)(b)  AAMVA - Mexican Documents			
90-hours per 12D-19.003(3)(b)  AAMVA - Mexican Documents	Total Hour	0.75	
90-hours per 12D-19.003(3)(b)  AAMVA - Mexican Documents	Total Hour	0.75	

Notes:



## Application for Florida Professional Certification

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Property Tax Oversight Certification and Training

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Reaso	n for Applying									
☑ Ini	itial Certification - \$25	fee	Annual R	ecertific	cation - \$5	fee	Reinstatement of Certification	ı - \$5 fee		
Applic	ant Information		7			***************************************	WE THE STREET STREET	***************************************		
	nt's name (as you would			the certi	ficate): Bet	h Brown		And the second second second second		
Busines	ss email address: bbrow	address: bbrown@pascotaxes.com  Business phone number: 727-847-8165								
Job title	Dealer Services Supe	rvisor II			The second secon					
	ed by: Pasco County T			The second secon	A Secure As Sec COSC - Marketine Communication Communic	THE REAL PROPERTY AND ADDRESS OF THE PARTY O				
I have o	completed the required had been completed to the complete	nours of ap for the foll	proved co owing desi	urses ar	nd passed	any require	ed examinations for the certification	on,		
☐ Ce	rtified Florida Appraiser		☐ Cen	tified Flo	orida Evalu	ator	Certified Cadastralist of	Florida		
☐ Ce	rtified Florida Collector		✓ Cert	tified Flo	orida Collec	ctor Assista				
la mail ou or on	ence for Certification property appraiser's officies necessary). If you are ment dates.	n – If you oce, Florida applying f	are applyin tax collect or <b>recertif</b>	g for yo or's officient	ur initial c ce, or with or for reins	ertificatior the Florida statement,	n, list at least two years' experien Department of Revenue (attach provide your current employer a	ce in a additional nd		
Employe	er: Pasco County Tax (	Collector		and the second second second second				****		
Your Tit	le: Dealer Services Sup	pervisor II				Employme	ent Dates:03/05/2014 - current			
Employe		Pro Prince State Control of the Cont								
Your Tit						Employme				
of each license i type bel	ement for which you are approved course. If you ssued by the Florida Re ow. Attach a copy of the	applying ( are substi al Estate / license.	attach add tuting vour	itional p	ages as ne	ecessary). /	e certification, recertification, or Attach documentation verifying co er license or Certified General A s, list your license number and lic	nnraiser		
No.	Course 7		-	Hours	No.		Course Title	Hours		
TC0037C	TCC001 - Ba	nkruptcy		15	TC00410	TCC50	02- Management of TC Office	30		
TC0038C	TCC002 - Effective [	ecision M	aking	10	TC00420	TCC504-	Collection of Licenses, Taxes & Fees	30		
I am req informat	ant Signature uesting approval for Flo ion provided on this form	rida profes n and any	sional cert attachmen	ification ts are tr	, recertifica	ation, or rei	nstatement. I certify that all of the best of my knowledge.	>		
Signatur	e: Koths	100	en				Date: 4-14-2025			



## Application for Florida Professional Certification

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

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		,				. (*)		
✓ Initial Certification - \$25	fee 🗌	Annual F	Recertificat	ion - \$5	fee Rei	nstatement of Cer	tification -	\$5 fee
Applicant Information							ALLEGA DE LA CONTRACTOR	
Applicant's name (as you would			the certifica	ite): Bet				
Business email address: bbrow		axes.com			Business phor	ne number: <sub>727-847</sub>	'-8165	
Job title: Dealer Services Supe								
Employed by: Pasco County T								
I have completed the required in recertification, or reinstatement	nours of a for the fol	oproved co llowing des	ourses and page and p	oassed	any required ex	caminations for the	certification	n,
Certified Florida Appraise		☐ Ce	rtified Floric	a Evalu	ıator	Certified Cada	stralist of F	lorida
Certified Florida Collector		✓ Ce	rtified Florid	a Colle	ctor 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 Su	pervisor II	NAO CINOVI REPUBLICATION OF THE PROPERTY OF TH		va.v.	Employment [	Dates: <sub>03/05/2014</sub> -	current	
Employer:								
Your Title:			A		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
TLOGAC TCC003 - CUST	omer s	ervice	5.00					The Manual of the Land
					,			
Applicant Signature	*				4			
I am requesting approval for FI information provided on this for	orida profe	essional ce	ertification, r	ecertific	cation, or reinst	atement. I certify th	at all of the	1
Signature: Katta	/ drie dri	, allowing	o aro irac	- U.I.U. U.		ate: 4-14-70	-	*



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

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** 

Reason for Applying	<del> </del>	<del> </del>				<del> </del>	
✓ Initial Certification - \$25	fee	Annual Re	ecertifica	tion - \$5	fee [	Reinstatement of Certification -	\$5 fee
Applicant Information	1				20.00		
Applicant's name (as you would	d like it to	appear on t	he certific	ate):			
				Betr			
Business email address: bbrow		taxes.com			Business	s phone number: <sub>727-847-8165</sub>	
Job title: Dealer Services Supe							
Employed by: Pasco County							
I have completed the required recertification, or reinstatemen	hours of a t for the fo	pproved cou llowing desi	irses and gnation:	passed a	any requi	red examinations for the certification	٦,
Certified Florida Appraise	r	Cert	ified Flori	da Evalu	ator	Certified Cadastralist of F	lorida
Certified Florida Collector		✓ Cert	ified Flori	da Collec	tor Assis	stant	
Florida property appraiser's of	fice, Florida	a tax collect	or's office	or with	the Floric	on, list at least two years' experience da Department of Revenue (attach a nt, provide your current employer an	idditional
Employer: Pasco County Tax	Collector						
Your Title: Dealer Services Su	pervisor II				Employr	ment Dates: 03/05/2014 - current	
Employer:							
Your Title:					Employr	ment 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			Hours	No.		Course Title	Hours
Troopic CDL Modul	9 4		.75	TC0044	c Hea	avy Vehicle Use Tax	1.00
	atory T	raining	12.00	TCOOKS	2 In	to + Cyber Security Train	50
Applicant Signature	. 7						
I am requesting approval for F information provided on this for	orida profe	essional cer	tification,	recertific	ation, or rrect to th	reinstatement. I certify that all of the ne best of my knowledge.	
Signature: Kolla	100	ren				Date: 4-14-2025	



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

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** 

		_ ' '						
Reason for Applying								
✓ Initial Certification - \$25	fee 🔲	Annual R	Recertifica	tion - \$5	fee 🔲 I	Reinstatement of Co	ertification -	\$5 fee
Applicant Information		31		and the second of the second o				
Applicant's name (as you would	like it to	appear on	the certific	ate):	Droup			
				Deli			Marketoni carteria i promo di Marketoni della di Antonio	
Business email address: bbrow		axes.com			Business p	hone number: <sub>727-84</sub>	7-8165	ar in Water
Job title: Dealer Services Supe								
Employed by: Pasco County T	ax Collect	or						
I have completed the required I recertification, or reinstatement	nours of an	oproved co lowing des	ourses and signation:	passed	any required	d examinations for the	e certification	ń,
Certified Florida Appraiser		☐ Ce	rtified Flori	da Evalu	ator	Certified Cada	astralist of F	lorida
Certified Florida Collector		✓ Ce	rtified Flori	da Collec	ctor Assista	nt		
Experience for Certificatio Florida property appraiser's offi pages as necessary). If you are employment dates.	ce, Florida	a tax collec	ctor's office	or with	the Florida	Department of Rever	nue (attach a	additional
Employer: Pasco County Tax	Collector							
Your Title: Dealer Services Su	pervisor II				Employme	nt Dates: <sub>03/05/2014</sub>	- current	
Employer:								
Your Title:					Employme	nt 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
Transc People and	1 Act	ons	.75	TLOOIS	e Soci	al Security	Cards	150
	eatre	3	1.00	TC0016	e Tra	vel Documer	HS	,75
Applicant Signature								
I am requesting approval for Fl information provided on this for	orida profe mand an	essional ce v attachme	ertification, ents are tru	recertific	ation, or rei	nstatement. I certify t best of my knowledge	hat all of the e.	
Signature: Kolh	100	IN				Date: 4-14-20	The same of the sa	-



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

Property Tax Oversight Certification and Training

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					,			V_	A STATE OF THE PARTY OF THE PAR
Reason f	or Applying	g				2			
✓ Initia	l Certificatio	n - \$25	fee 🔲	Annual F	Recertifica	tion - \$5	fee	Reinstatement of Certification	- \$5 fee
Applican	t Informatio	on				Service and Servic			
	s name (as yo				the certific	ate): Beth	Brown		
Business 6	email address	s: bbrowr	n@pascol	axes.com	***************************************		Business	s phone number: <sub>727-847-8165</sub>	
	ealer Service								
	by: Pasco C								
I have con recertificat	npleted the re tion, or reinsta	equired hatement	ours of a for the fo	pproved co llowing de	ourses and signation:	passed	any requi	red examinations for the certification	on,
Certif	ied Florida A	ppraiser		☐ Ce	rtified Flori	da Evalu	ator	Certified Cadastralist of	Florida
Certif	ied Florida C	ollector		✓ Ce	rtified Flori	da Collec	ctor Assis	tant	
Florida pro	operty apprais necessary). If	ser's offi	ce. Florid	a tax colle	ctor's office	e, or with	the Florid	on, list at least two years' experier la Department of Revenue (attach it, provide your current employer a	additional
Employer:	Pasco Cour	nty Tax (	Collector						
Your Title:	Dealer Serv	rices Su	pervisor I				Employn	nent Dates: 03/05/2014 - current	
Employer:									
Your Title:		***************************************	7				Employn	nent Dates:	
reinstatem of each ap license iss	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			Hours	No.		Course Title	Hours
TC0009C	Intro	to Co	wert 1	features !	175	TLOGIC	. Me	xican Downents	175
TC0010C	Intro	to	Pravd		1.00	Toolac	2 Mili	tary \$0 Cards	150
Applican	t Signature	}	:				0.		
I am reque	esting approv	al for Flo	prida prof mand an	essional ce v attachme	ertification, ents are tru	recertific	ation, or i	reinstatement. I certify that all of the best of my knowledge.	e
Signature		hla	100	M				Date: 4-142025	6



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								
✓ Initi	al Certification - \$25	fee [	An	nual Rece	rtifica	tion - \$5	fee 🔲	Reinstatement of Certification	- \$5 fee
Applica	nt Information			· · · · · · · · · · · · · · · · · · ·	4				
	t's name (as you would				certific				0000 - 5000/0000000 - 00000
	email address: bbrow			s.com			Business p	hone number: <sub>727-847-8165</sub>	
Job title:	Dealer Services Supe	rvisor II				5.000.00.200			
	<sup>d by:</sup> Pasco County T						- Desc. 1927 1922 1937 1939		
I have co	impleted the required ation, or reinstatement	hours of for the	appro	ved course ing designa	es and ation:	passed a	any require	d examinations for the certification	on,
☐ Cer	tified Florida Appraise	r		Certifie	d Flori	ida Evalua	ator	Certified Cadastralist of	Florida
☐ Cer	tified Florida Collector			✓ Certifie	d Flori	da Collec	tor Assista	nt	
Florida p pages as	roperty appraiser's off	ice, Flor	ida tax	collector's	s office	e, or with	the Florida	, list at least two years' experier Department of Revenue (attach provide your current employer a	additional
	r: Pasco County Tax								
Your Titl	e: Dealer Services Su	pervisor	11				Employme	nt Dates: 03/05/2014 - current	
Employe	r:								
Your Titl	e:						Employme	nt Dates:	
reinstate of each a license is	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	-	STANCE OF STREET	Ho	ours	No.		Course Title	Hours
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TCOOOLC	Candian Birth	n Cert	ifate	25 1	75	Tc00081	I Inter	rnal Pravd Staff	175
Applica	int Signature	1	03415						
I am req	uesting approval for F	orida pr	ofessi	onal certific	cation,	recertific	ation, or rei	instatement. I certify that all of th best of my knowledge.	e
Signatur		mand a	arry att	acimients	are iru	ie and co	HECK TO THE	Date:	
, orginatur	KOULAIS	10	110	N				4-14-2025	-



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

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B		100111111111111111111111111111111111111	Joreyn ago	0,00,110.	<u> </u>		
Reason for Applying							
✓ Initial Certification - \$2	5 fee	Annual F	Recertifica	tion - \$5	fee 🔲 F	Reinstatement of Certification -	\$5 fee
Applicant Information				***************************************			
Applicant's name (as you wo	uld like it to	appear on	the certific	ate): Beth	Brown		
Business email address: bbro	wn@pasco	taxes.com		T	Business pl	hone number: <sub>727-847-8165</sub>	
Job title: Dealer Services Su							
Employed by: Pasco County							
I have completed the require recertification, or reinstatement	d hours of a nt for the fo	approved collowing de	ourses and signation:	passed a	any required	examinations for the certification	n,
Certified Florida Apprais	er	☐ Ce	ertified Flori	da Evalua	ator	Certified Cadastralist of F	lorida
Certified Florida Collect	or	✓ Ce	ertified Flori	da Collec	tor Assistar	t	
Florida property appraiser's of	ffice. Florid	la tax colle	ctor's office	or with	the Florida I	list at least two years' experience Department of Revenue (attach a provide your current employer ar	additional
Employer: Pasco County Ta	x Collector						
Your Title: Dealer Services	Supervisor	1			Employmer	nt Dates: 03/05/2014 - current	
Employer:							
Your Title:					Employmen	nt 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. Cours	e Title		Hours	No.		Course Title	Hours
TCOODIA Counterfiets	+ Alt	erations	:75	TL00030	. Vehic	le ID Occuments	150
Toologe Driver Licer	ise + Il	Cards	.75	TC0004	e Expa	nding the Review	.75
Applicant Signature	5						
I am requesting approval for information provided on this	Flo <del>rid</del> a pro orm and ar	fessional communications	ertification, ents are tru	recertificate and con	ation, or rein rrect to the l	nstatement. I certify that all of the pest of my knowledge.	)
Signature: Koll	510	Tell				Date: 4-14-2025	,



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		<u>.</u>		·			
✓ Initial Certification - \$25	fee 🔲	Annual R	lecertifica	tion - \$5	fee 🔲 I	Reinstatement of Certification	- \$5 fee
Applicant Information	, , , , , , , , , , , , , , , , , , , ,				ar a		
Applicant's name (as you would			the certific	ate): Beth	Brown		
Business email address: bbrow	n@pascot	axes.com			Business p	hone number: 727-847-8165	
Job title: Dealer Services Supe		a					
Employed by: Pasco County 7	A CARROLL STREET, SAN THE STREET, SAN THE SAN						
I have completed the required recertification, or reinstatement	hours of a for the fol	oproved co lowing des	ourses and signation:	passed a	any required	d examinations for the certification	n,
Certified Florida Appraise	<u> </u>	Cer	rtified Flori	da Evalu	ator	Certified Cadastralist of F	lorida
Certified Florida Collector		✓ Cer	rtified Florid	da Collec	tor Assistar	nt	
Experience for Certification Florida property appraiser's off pages as necessary). If you are employment dates.	n – If you ice, Florida applying	are applyi a tax collect for <b>recerti</b>	ng for your ctor's office fication or	initial control of the control of th	ertification the Florida statement,	, list at least two years' experienc Department of Revenue (attach a provide your current employer ar	e in a additional ad
Employer: Pasco County Tax	Collector	<del>                                      </del>					
Your Title: Dealer Services Su	pervisor II		3 A. II - 30/2)		Employme	nt Dates: 03/05/2014 - current	
Employer:							
Your Title:					Employme	nt 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	Commence of the state of the st		Hours	No.		Course Title	Hours
7200170 US Immigra	tion Do	cuments	150	TC00190	COL	Module 2	175
Troope COL Module			2.50	TLOWOC	COL	Module 3	175
Applicant Signature			115	110		and the second of the second of the	
information provided on this for	origa prote	essionai ce y attachme	ertification, ents are tru	recertific e and co	rrect to the	nstatement. I certify that all of the best of my knowledge.	
Signature: Koth/s	100	IN				Date: 4-142025	-





## **BETH BROWN**

for the successful completion of

## **AAMVA FDR 2018: Expanding the Review**

by External Training

0 Hours 45 Minutes





## **BETH BROWN**

for the successful completion of

## **AAMVA FDR 2019: US Immigration Documents**

by External Training

0 Hours 30 Minutes





## **BETH BROWN**

for the successful completion of

**AAMVA FDR 2019: Driver Licenses and ID Cards** 

by External Training

0 Hours 45 Minutes





## **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







### **BETH BROWN**

for the successful completion of

Information and Cyber Security Awareness for External Entities - 2022

by FLHSMV

0 Hours 30 Minutes





### **BETH BROWN**

for the successful completion of

**AAMVA FDR 2020: Vehicle Identification Documents** 

by External Training

0 Hours 30 Minutes





## **BETH BROWN**

for the successful completion of

**AAMVA FDR 2020: Introduction to Fraud** 

by External Training

1 Hours 0 Minutes





## **BETH BROWN**

for the successful completion of

**AAMVA FDR 2020: Birth Certificates** 

by External Training

0 Hours 30 Minutes





## **BETH BROWN**

for the successful completion of

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

by External Training

1 Hours 0 Minutes





### **BETH BROWN**

for the successful completion of

**AAMVA FDR 2020: Security Features** 

by External Training

1 Hours 0 Minutes





### **BETH BROWN**

for the successful completion of

## **AAMVA FDR 2020: People and Actions**

by External Training

0 Hours 45 Minutes





### **BETH BROWN**

for the successful completion of

#### **AAMVA FDR 2020: Internal Fraud for Staff**

by External Training

0 Hours 45 Minutes





## **BETH BROWN**

for the successful completion of

**AAMVA FDR 2020: Introduction to Covert Features** 

by External Training

0 Hours 45 Minutes





### **BETH BROWN**

for the successful completion of

## **AAMVA FDR 2020: Social Security Cards**

by External Training

0 Hours 30 Minutes





## **BETH BROWN**

for the successful completion of

#### **AAMVA FDR 2020: Travel Documents**

by External Training

0 Hours 45 Minutes





## **BETH BROWN**

for the successful completion of

**AAMVA CDL 2021: Module 1 - Introduction to CDL Licensing** 

by MS

2 Hours 30 Minutes





### **BETH BROWN**

for the successful completion of

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

by MS

0 Hours 45 Minutes





### **BETH BROWN**

for the successful completion of

**AAMVA CDL 2021: Module 3 - CDL Knowledge Tests Overview** 

by MS

0 Hours 45 Minutes





### **BETH BROWN**

for the successful completion of

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

by MS

0 Hours 45 Minutes





## **BETH BROWN**

for the successful completion of

## **Driver License Preparatory Training - OLT**

by FLHSMV

12 Hours





## **BETH BROWN**

for the successful completion of

**Heavy Vehicle Use Tax (HVUT) - 2021** 

by FLHSMV

1 Hours 0 Minutes





## **BETH BROWN**

for the successful completion of

**AAMVA FDR 2020: Military ID Cards** 

by External Training

0 Hours 30 Minutes





## **BETH BROWN**

for the successful completion of

#### **AAMVA FDR 2020: Mexican Documents**

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 502 - MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE

Course Number: TC-0041C

September 18-21, 2023 30 credit hours







## **BETHANY BROWN**

for the successful completion of

**AAMVA FDR 2024: Counterfeits and Alterations** 

by External Training

0 Hours 45 Minutes



## 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	9		
Previous Name(s)(if applicable):				
Documentation Included:				
County: Taylor		Job Title: Deputy Tax Co		
Certification Requested:	Certified F	lorida Collector Assistant		
Initial: 🗸		Reinstatement:		
Certification Date:	04/01/25			
	Anı	olication		
✓ Application with Required				
✓ Application Fee	o ignatar o	<u> </u>		
✓ Courses Listed on Applica	ation			
✓ Employment Dates Listed				
✓ Includes Current		ent		
✓ Two Years of Ex	perience v	vith an Applicable Offic	е	
From: 03/13/23		To: Present		
From:		To:		
	Course	Information		
Course Name			Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)				
		<u> </u>	0.0	
TCC 501 - Duties and Responsibilities of	of Florida Ta	x Collectors	30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b>	of Florida Ta	x Collectors	30	Attended Course
•			30	Attended Course  Attended Course
90-hours per 12D-19.003(3)(b)	roperty Taxe			
90-hours per 12D-19.003(3)(b) TCC 503 - Collection and Distribution of P	roperty Taxe		30	Attended Course
90-hours per 12D-19.003(3)(b)  TCC 503 - Collection and Distribution of Pl TCC 504 - Collection of Licenses, Taxes	roperty Taxe		30 30	Attended Course Attended Course
90-hours per 12D-19.003(3)(b)  TCC 503 - Collection and Distribution of Proceedings of the Collection of Licenses, Taxes  TCC 001 - Bankruptcy	roperty Taxe		30 30 15	Attended Course Attended Course Attended Course
90-hours per 12D-19.003(3)(b)  TCC 503 - Collection and Distribution of Proceedings of the Collection of Licenses, Taxes  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	roperty Taxe		30 30 15 10	Attended Course Attended Course Attended Course Attended Course
90-hours per 12D-19.003(3)(b)  TCC 503 - Collection and Distribution of Proceedings of the Collection of Licenses, Taxes  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	roperty Taxe		30 30 15 10	Attended Course Attended Course Attended Course Attended Course
90-hours per 12D-19.003(3)(b)  TCC 503 - Collection and Distribution of Proceedings of the Collection of Licenses, Taxes  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	roperty Taxe		30 30 15 10	Attended Course Attended Course Attended Course Attended Course
90-hours per 12D-19.003(3)(b)  TCC 503 - Collection and Distribution of Proceedings of the Collection of Licenses, Taxes  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	roperty Taxe		30 30 15 10	Attended Course Attended Course Attended Course Attended Course
90-hours per 12D-19.003(3)(b)  TCC 503 - Collection and Distribution of Proceedings of the Collection of Licenses, Taxes  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	roperty Taxe		30 30 15 10	Attended Course Attended Course Attended Course Attended Course
90-hours per 12D-19.003(3)(b)  TCC 503 - Collection and Distribution of Proceedings of the Collection of Licenses, Taxes  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	roperty Taxe		30 30 15 10	Attended Course Attended Course Attended Course Attended Course
90-hours per 12D-19.003(3)(b)  TCC 503 - Collection and Distribution of Proceedings of the Collection of Licenses, Taxes  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	roperty Taxe		30 30 15 10	Attended Course Attended Course Attended Course Attended Course
90-hours per 12D-19.003(3)(b)  TCC 503 - Collection and Distribution of Proceedings of the Collection of Licenses, Taxes  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	roperty Taxe		30 30 15 10	Attended Course Attended Course Attended Course Attended Course
90-hours per 12D-19.003(3)(b)  TCC 503 - Collection and Distribution of Proceedings of the Collection of Licenses, Taxes  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	roperty Taxe		30 30 15 10	Attended Course Attended Course Attended Course Attended Course

Yes

No

Notes:

Committee recommends certification:



## Application for Florida Professional Certification

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

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 Ap	•	, , , , , , , , , , , , , , , , , , ,			ig_registration/andr ayment.ac	26.51017.11
		Recertifica	ation - \$5	fee	Reinstatement of Certification	- \$5 fee
Applicant Info	mation	0.00				
Applicant's name	(as you would like it to appear or	the certifi	cate): Trad	ci Cade		
Business email a	ddress: tcade@taylorcountytaxco	lector.com		Business	phone number: <sub>850-838-3517</sub>	
Job title: Deputy 1	ax Collector					
Employed by: Tay	lor County Tax Collector	100				
I have completed recertification, or	the required hours of approved or reinstatement for the following de	ourses and signation:	d passed	any require	d examinations for the certification	n,
Certified Flo	rida Appraiser Ce	ertified Flor	rida Evalu	ator	Certified Cadastralist of F	lorida
☐ Certified Flo	rida Collector Ce	ertified Flor	ida Collec	ctor Assista	nt	
pages as necessary employment date	Certification – If you are apply appraiser's office, Florida tax colle ary). If you are applying for recerts.  County Tax Collector	ctor's offic	e. or with	the Florida	Department of Revenue (attach	additional
Your Title: Deputy				Employment Dates:03/13/2023 - present		
Employer:	, i		F 9 S			
Your Title:				Employment Dates:		
reinstatement for of each approved license issued by type below. Attack	rses – List each course you have which you are applying (attach ac course. If you are substituting yo the Florida Real Estate Appraisa n a copy of the license.	dditional pa ur Certified	ages as no d Residen	ecessary). <i>i</i> tial Apprais	Attach documentation verifying co er license or Certified General Ap	opraiser
No.	Course Title	Hours	No.		Course Title	Hours
TC-0040C TCC 501-D	uties and Responsibilities of Florida Tax Collectors	30	TC-00370	T	CC 001- Bankruptcy	15
TC-0042C TCC 504-	Collection of Licenses, Taxes, and Fees	30	TC-00390	TCC 00	3 - Customer Service Training	5
Applicant Sign I am requesting a information provide Signature:	ature pproval for Florida professional colled on this form and any attachmo	ertification, ents are tru	recertificate and con	ation, or rei rrect to the	nstatement. I certify that all of the best of my knowledge.  Date:	



## Application for Florida Professional Certification

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

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

	nttp://floridarevenue.com/	property/Pag	es/Comici	iai_ i rainir	ng_RegistrationAndPayment.a	35PX
Reason	for Applying	elah in le Silver				
✓ Init	ial Certification - \$25 fee 🔲 Anne	ual Recertifica	ation - \$5	fee	Reinstatement of Certification	n - \$5 fee
Applica	nt Information			Herby alley	MANUSCRIPT STEEL STEEL STEEL	
Applican	t's name (as you would like it to appea	r on the certifi	cate): Trac			
Business	s email address: tcade@taylorcountyta	xcollector.com		Business	phone number: 850-838-3517	
Job title:	Deputy Tax Collector					
Employe	d by:Taylor County Tax Collector					
I have co	ompleted the required hours of approve ation, or reinstatement for the following	ed courses and designation:	d passed a	any require	ed examinations for the certificat	ion,
☐ Cer	tified Florida Appraiser	Certified Flor	ida Evalu	ator	Certified Cadastralist of	Florida
Cer	tified Florida Collector	Certified Flor	ida Collec	ctor Assista	ant	
pages as employm	roperty appraiser's office, Florida tax of s necessary). If you are applying for <b>re</b> nent dates. <sup>r:</sup> Taylor County Tax Collector	certification o	e, or with or for <b>rein</b> s	statement	, provide your current employer	and
Your Title	e:Deputy Tax Collector			Employm	ent Dates:03/13/2023 - present	
Employe						
Your Title	e: 4 4 4			Employm	ent Dates:	
reinstate of each a license is	ed Courses – List each course you ment for which you are applying (attacapproved course. If you are substituting sued by the Florida Real Estate Appropria. Attach a copy of the license.	h additional pa g your Certified	ages as no d Residen	ecessary). tial Apprai	Attach documentation verifying ser license or Certified General	Appraiser
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
I am requ	Int Signature Luesting approval for Florida profession on provided on this form and any attaces:	al certification, hments are tru	recertificate and con	ation, or re	einstatement. I certify that all of the best of my knowledge.  Date:  03/13/25	ne

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



#### **Traci Cade**

on completing

#### TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

May 13, 2024 15 credit hours



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



#### **Traci Cade**

on completing

#### TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

January 14, 2025 5 credit hours





#### **Traci Cade**

on completing

# TCC 002 - EFFECTIVE DECISION-MAKING IN THE WORKPLACE

Course Number: TC-0038C

on

March 5, 2025 10 credit hours





#### **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):	Asiliey Callos		
Documentation Included:			
County: Manatee	Job Title: Associate II		
Certification Requested:	Certified Florida Collector Assista	nt	
Initial:	Reinstatement:	1	
Certification Date:	04/01/25	_	
	Application		
✓ Application with Required	Signatures		
✓ Application Fee			
✓ Courses Listed on Applica	ation		
✓ Employment Dates Listed	1		
✓ Includes Current			
	perience with an Applicable Off	ice	
From: 09/08/22	To: Present		
From:	To:		
	Course Information		
Course Name		Hours	Documentation
20.1		Credited	
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 P	ronerty Tayes and Special Assessmen	ts 30	Attended Course
	roperty rakes and openial Assessmen	15   50	
	· · · · · · · · · · · · · · · · · · ·	64	Attended Course
FLHSMV - Driver License Preparatory Tr	· · · · · · · · · · · · · · · · · · ·	_	Attended Course
	· · · · · · · · · · · · · · · · · · ·	_	Attended Course
	· · · · · · · · · · · · · · · · · · ·	_	Attended Course
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	· · · · · · · · · · · · · · · · · · ·	_	Attended Course
	· · · · · · · · · · · · · · · · · · ·	_	Attended Course
	· · · · · · · · · · · · · · · · · · ·	_	Attended Course
	raining (Instructor Led)	64	Attended Course
	· · · · · · · · · · · · · · · · · · ·	_	Attended Course
	Total Hours	64	Attended Course

Notes:



## Application for Florida Professional Certification

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

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					
✓ Initial Certification - \$25 fee	Recertifica	<b>tion</b> - \$5	fee Reinstatement of Certification -	\$5 fee	
Applicant Information					
Applicant's name (as you would like it to appear or		ate): ASI			
Business email address: ASHLEYC@taxcollector.c	com		Business phone number: 941.741.4800		
Job title: ASSOCIATE II					
Employed by: MANATEE COUNTY TAX COLLEC	ΓOR				
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 Ce	ertified Flori	da Evalu	ator Certified Cadastralist of F	lorida	
☐ Certified Florida Collector ✓ Ce	ertified Flori	da Collec	ctor Assistant		
<b>Experience for Certification</b> – If you are applying for your <b>initial certification</b> , 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 <b>recertification</b> or for <b>reinstatement</b> , 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:		
<b>Approved Courses</b> – 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-00240	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:  Digitally signed by Carlos.Ashley  Date: 2025 03 13 14:13:54 -04'00'					
	e: 2025 03	13 14 13	3:54 -04'00'		





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

#### **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. C	cruz		
Previous Name(s)(if applicable):				
Documentation Included:				
County: Collier		Job Title: Customer Ser		:/MV
Certification Requested:	Certified F	lorida Collector Assistant		
Initial: 🗸	1	Reinstatement:		
Certification Date:	04/01/25			
	Ap	plication		
✓ Application with Required		•		
✓ Application Fee				
✓ Courses Listed on Application				
✓ Employment Dates Listed				
✓ Includes Current				
	perience v	with an Applicable Offic	e	
From: 01/01/96		To: Present		
From:		To:		
	Course	Information		
			Hours	
Course Name			Credited	Documentation
30-hours per 12D-19.003(3)(a)				
TCC 501 - Duties and Responsibilities	of Florida Ta	ax 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				Attended Course
				+
TCC 001 - Bankruptcy			15	Attended Course
TCC 001 - Bankruptcy TCC 002 - Effective Decision Making			15 10	Attended Course Attended Course
TCC 002 - Effective Decision Making			10	Attended Course
TCC 002 - Effective Decision Making			10	Attended Course
TCC 002 - Effective Decision Making			10	Attended Course
TCC 002 - Effective Decision Making			10	Attended Course
TCC 002 - Effective Decision Making			10	Attended Course
TCC 002 - Effective Decision Making			10	Attended Course
TCC 002 - Effective Decision Making			10	Attended Course
TCC 002 - Effective Decision Making			10	Attended Course
TCC 002 - Effective Decision Making			10 5	Attended Course
TCC 002 - Effective Decision Making		Total Hours	10	Attended Course

Notes:



### Application for Florida Professional Certification

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

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 <a href="http://floridarevenue.com/property/Pages/Cofficial\_Training\_RegistrationAndPayment.aspx">http://floridarevenue.com/property/Pages/Cofficial\_Training\_RegistrationAndPayment.aspx</a>

Reason for Applying						
✓ Initial Certification - \$25 fee	Recertifica	ition - \$5	fee 🔲 I	Reinstatement of Certification	- \$5 fee	
Applicant Information		H.				
Applicant's name (as you would like it to appear on	the certific	DO	ris E. Cruz			
Business email address: dcruz@colliertax.com			Business p	hone number: 239-252-8792		
Job title: Customer Service Specialist/MV						
Employed by: Collier County Tax Collector						
I have completed the required hours of approved c recertification, or reinstatement for the following de	ourses and signation:	l passed a	any require	d examinations for the certificatio	n,	
Certified Florida Appraiser Ce	rtified Flor	ida Evalu	ator	Certified Cadastralist of F	lorida	
Certified Florida Collector	rtified Flor	ida Collec	tor Assista	nt		
Experience for Certification – If you are apply Florida property appraiser's office, Florida tax colle pages as necessary). If you are applying for recert employment dates.	ctor's office	e or with	the Florida	Department of Revenue (attach a	additional	
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 reinstatement for which you are applying (attach as of each approved course. If you are substituting yo license issued by the Florida Real Estate Appraisa type below. Attach a copy of the license.	lditional pa ur Certified	ages as ne d Residen	ecessary). / tial Apprais	Attach documentation verifying co er license or Certified General Ap	praiser	
No. Course Title	Hours	No.		Course Title	Hours	
TC-0041C Têc 502 Leadership and Management Skills in Fla. Tax Collectors Office	30	TC-00380	TECOOD EF	fective Decision Making	10	
TC-0039C 166-0 Customer Service Training	5	TC-00370	Tel 0	0/ Bankruptcy	15	
Applicant Signature	1181 (1	1.6.		and the state of the state of the		
I am requesting approval for Florida professional conformation provided on this form and any attachmous	ertification, ents are tri	recertific ue and co	ation, or rei rrect to the	best of my knowledge.	,	
Signature:   Min Ruz				Date: 03/12/2025		



### Application for Florida Professional Certification

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

Property Tax Oversight Certification and Training

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Reason for Applying						
✓ Initial Certification - \$25 fee  Annual R	ecertifica	<b>tion - \$</b> 5	fee F	Reinstatement of Certification	· \$5 fee	
Applicant Information						
Applicant's name (as you would like it to appear on	the certific					
Business email address: dcruz@colliertax.com			Business p	none number: <sub>239-252-8792</sub>		
Job title: Customer Service Specialist/ MV						
Employed by: Collier County Tax Collector						
I have completed the required hours of approved corecertification, or reinstatement for the following des	ourses and signation:	passed a	any required	examinations for the certificatio	n,	
Certified Florida Appraiser Ce	rtified Flori	da Evalu	ator	Certified Cadastralist of F	lorida	
Certified Florida Collector	rtified Flori	da Collec	tor Assistar	t		
Experience for Certification – If you are applying Florida property appraiser's office, Florida tax collect pages as necessary). If you are applying for recerting employment dates.	tor's office	or with	the Florida I	Department of Revenue (attach a	additional	
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.	7005	Course Title	Hours	
TC-0036C Collection and Dist. of Property Taxes	30	TC-00400	Duties and F	Responsibilities of Florida Tax Collectors	30	
Applicant Signature						
I am requesting approval for Florida professional ce information provided on this form and any attachme	ertification, ents are tru	recertific ie and co	ation, or rein rrect to the l	istatement. I certify that all of the best of my knowledge.	<u>}</u>	
Signature:				Date: 03/12/2025		

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

#### **Doris Cruz**

on completing

#### TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

July 15, 2024 5 credit hours



#### **Doris Cruz**

on completing

# TCC 002 - EFFECTIVE DECISION-MAKING IN THE WORKPLACE

Course Number: TC-0038C

on

July 16, 2024 10 credit hours



#### **Doris Cruz**

on completing

#### TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

July 18, 2024 15 credit hours



#### **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





Property Tax Oversight, Certification and Training Team

Certifies that

#### **Doris Cruz**

has successfully completed

# TCC 501 - DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

FLORIDA

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 D	DaCosta			
Previous Name(s)(if applicable):					
Documentation Included:					
County: Broward		Job Title: Client Se		Supervisor	
Certification Requested:	Certified F	Florida Collector Assi	<u>istant</u>		
Initial: 🗸		Reinstatement:			
Certification Date:	04/01/25				
	Λn	plication			
✓ Application with Required		•			
✓ Application Fee	Olgitature				
✓ Courses Listed on Applica	ation				
✓ Employment Dates Listed					
✓ Includes Current		nent			
		with an Applicable	Office	<b>;</b>	
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 Ta	ax Collectors		30	Attended Course
	of Florida Ta	ax Collectors		30	Attended Course
TCC 501 - Duties and Responsibilities				30 30	Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b)	Collector's	Office	nents		
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax	Collector's	Office	ments	30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's	Office	nents	30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's	Office	ments	30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's	Office	ments	30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's	Office	ments	30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's	Office	ments	30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's	Office	ments	30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's	Office	ments	30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's	Office	ments	30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's	Office	ments	30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's	Office	ments	30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's	Office es and Special Assessr		30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's	Office		30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's roperty Taxe and Fees	Office es and Special Assessr		30 30 30	Attended Course Attended Course

Notes:



## Application for Florida Professional Certification

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

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	porty// age	707 O O TITO	al_Training_RegistrationAndPayment.asp	^
✓ Initial Certification - \$25 fee  Annual	Recertifica	tion - \$5	fee Reinstatement of Certification -	55 fee
Applicant Information				
Applicant's name (as you would like it to appear of		cate): Geo		
Business email address: gdacosta@browardtax.o	rg		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 recertification, or reinstatement for the following d	courses and	passed a	any required examinations for the certification,	
	Certified Flor	ida Evalu	ator Certified Cadastralist of Flo	orida
☐ Certified Florida Collector       ✓ C	ertified Flori	ida Collec	ctor Assistant	
Experience for Certification – If you are applied Florida property appraiser's office, Florida tax coll pages as necessary). If you are applying for receipment dates.  Employer: Broward County Tax Collector	ector's office	e, or with	the Florida Department of Revenue (attach ad	ditional
Your Title: Client Services Supervisor			Employment Dates: November 19, 2017 - PF	RESENT
Employer:				
Your Title: Employment Dates:				
Approved Courses – List each course you have reinstatement for which you are applying (attach a of each approved course. If you are substituting y license issued by the Florida Real Estate Appraisatype below. Attach a copy of the license.	additional parour Certified	iges as ne I Residen	ecessary). Attach documentation verifying contial Appraiser license or Certified General Appore courses, list your license number and licer	oraiser nse
No. Course Title	Hours	No.	Course Title	Hours
TC-0040C TCC 501 – Duties and Responsibilities of Florida Tex 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 Tex Collector's Office	30	TC-0042C	TCC 504 - Collection of Licenses, Taxes, and Fees	30
	certification, nents are tru gitally signed by te: 2025.03.11	GEORGIA	rrect to the best of my knowledge.  M. DACOSTA Date:	

# 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



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



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



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 Dav	vis		
Previous Name(s)(if applicable):				
Documentation Included:				
County: Manatee		Job Title: Associate III		
	Certified F	lorida Collector Assistant		
Initial: 🗸		Reinstatement:		
Certification Date:	04/01/25			
		11 41		
Application with Poquired		plication		
<ul><li>✓ Application with Required S</li><li>✓ Application Fee</li></ul>	Signature	8		
	tion			
✓ Courses Listed on Application ✓ Employment Dates Listed	uon			
	Employm	ont		
		ent vith an Applicable Office		
	benience v	To: Present	7	
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	f Florida Ta	x Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)				
TCC 504 - Collection of Licenses, Taxes a	30	Attended Course		
FLHSMV - Driver License Preparatory Tra	64	Attended Course		
		<b>Total Hours</b>	124	

Yes

No

Notes:

Committee recommends certification:



## Application for Florida Professional Certification

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

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

· · · · · · · · · · · · · · · · · · ·	pperty/Page	S/Comci	aai_training_RegistrationAndPayment.aspx		
Reason for Applying					
✓ Initial Certification - \$25 fee	Recertifica	tion - \$5	fee Reinstatement of Certification - \$5 fee		
Applicant Information					
Applicant's name (as you would like it to appear of					
Business email address: LACEYD@taxcollector.c	om		Business phone number: 941.741.4800		
Job title: ASSOCIATE III					
Employed by: MANATEE COUNTY TAX COLLEC					
I have completed the required hours of approved recertification, or reinstatement for the following d	courses and esignation:	passed a	any required examinations for the certification,		
Certified Florida Appraiser	Certified Flori	da Evalua	uator Certified Cadastralist of Florida		
☐ Certified Florida Collector ✓ C	ertified Flori	da Collec	ctor Assistant		
<b>Experience for Certification</b> – If you are applying for your <b>initial certification</b> , 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 <b>recertification</b> or for <b>reinstatement</b> , 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 COLLECTO	R				
Your Title: ASSOCIATE III			Employment Dates: 06/04/2012-08/05/2016		
<b>Approved Courses</b> – 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	3	
TC-0040C TCC 501 Duties & Responsibilities of Florida Tax Collector	s 30	TC-0024C	C Driver's License Preparatory Training 64		
		TC-0042C	C 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 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	Z		
Previous Name(s)(if applicable):				
Documentation Included:				
County: Lake		Job Title: Customer Rep	resentative II	
Certification Requested:	Certified F	lorida Collector Assistant		
Initial: 🗸		Reinstatement:		
Certification Date:	04/01/25			
		olication		
Application with Required	Signature	S		
Application Fee				
Courses Listed on Applica				
✓ Employment Dates Listed				
✓ Includes Current		ent vith an Applicable Office		
From: 03/06/23	penence v	To: Present	<del>-</del>	
From:		To:		
T TOTAL		10.		
	Course	Information		
			Hours	
Course Name			Credited	Documentation
30-hours per 12D-19.003(3)(a)				
TCC 503 Collection & Distribution of Pro	perty Taxes	and Special Assessments	30	Attended Course
90-hours per 12D-19.003(3)(b)				
FLHSMV - Driver License Preparatory Tr	aining (Onlin	ne)	12	Attended Course
FLHSMV - Heavy Vehicle Use Tax		1	Attended Course	
AAMVA - Birth Certificates			0.50	Attended Course
AAMVA - Canadian Birth Certificates, Dri	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 a	nd Immigrati	on 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  Attended Course
AAMVA - Mexican Documents  AAMVA - Military ID Cards				
			0.75	Attended Course

Yes

No

Notes: Total Hours: 120.33

Committee recommends certification:



# Certification Application Checklist Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Diana Dia	az						
Previous Name(s)(if applicable):								
Documentation Included:								
County: Lake				Custome		esenta	tive II	
Certification Requested:	Certified	_		ector Assi	stant			
Initial: 🗸	1		nstate	ment:				
Certification Date:	04/01/25							
		oplica	ation					
✓ Application with Required	Signatur	es						
✓ Application Fee								
Courses Listed on Applica								
✓ Employment Dates Listed								
✓ Includes Current			•		O ((;			
Two Years of Ex	perience				Office	!		
From: 03/06/23		To	: Pres	sent				
From:		10	•					
	Cours	Δ Info	orma	tion				
	Oodio	<u> </u>	OTTITIO			Hours		
Course Name						Credite	d	Documentation
30-hours per 12D-19.003(3)(a)								
90-hours per 12D-19.003(3)(b)								
AAMVA - Social Security Cards						0.5	50	Attended Course
AAMVA - Travel Documents						0.7	'5	Attended Course
AAMVA - U.S. Immigration Documents						0.7	<b>'</b> 5	Attended Course
AAMVA - Vehicle Identification Documen	ts					3.0	33	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	5	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						0.7	<b>'</b> 5	Attended Course
				Total Hou	IKO	00	^^	
				TOTAL HOL	urs	68.	08	
Committee recommends certificat	ion.		7	Yes	urs	68.	U8 	No

Notes:



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		
Certification Requested:	Certified Florida Collector Assis	stant	
Initial: 🗸	Reinstatement:		
Certification Date:	04/01/25		
	Application		
✓ Application with Required	l Signatures		
✓ Application Fee			
✓ Courses Listed on Application	ation		
✓ Employment Dates Listed	d		
✓ Includes Current	t Employment		
✓ Two Years of Ex	perience 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)			
30-hours per 12D-19.003(3)(a)			
30-hours per 12D-19.003(3)(a) 90-hours per 12D-19.003(3)(b)			
		1	Attended Course
90-hours per 12D-19.003(3)(b)		1	Attended Course
90-hours per 12D-19.003(3)(b)		1	Attended Course
90-hours per 12D-19.003(3)(b)		1	Attended Course
90-hours per 12D-19.003(3)(b)		1	Attended Course
90-hours per 12D-19.003(3)(b)		1	Attended Course
90-hours per 12D-19.003(3)(b)		1	Attended Course
90-hours per 12D-19.003(3)(b)		1	Attended Course
90-hours per 12D-19.003(3)(b)		1	Attended Course
90-hours per 12D-19.003(3)(b)		1	Attended Course
90-hours per 12D-19.003(3)(b)		1	Attended Course
90-hours per 12D-19.003(3)(b)		1	Attended Course
90-hours per 12D-19.003(3)(b)		1	Attended Course
90-hours per 12D-19.003(3)(b)			Attended Course
90-hours per 12D-19.003(3)(b)			Attended Course
90-hours per 12D-19.003(3)(b)	Total Hou		Attended Course
90-hours per 12D-19.003(3)(b)	Total Hou		Attended Course

Notes:

Page 1

Application for Florida Professional Certification

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

#### Property Tax Oversight Certification and Training

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Reason for Applying	1 7 3			<u>,                                    </u>	<u> </u>		
✓ Initial Certification - \$25 fee  Annual	Recertifica	tion - \$5	fee	Reinstatement of Certification	- \$5 fee		
Applicant Information							
Applicant's name (as you would like it to appear or	n the certific	,	Diana D				
Business email address: n/a Business phone number: 352-343-9602							
Job title: Customer Representative I	l	·					
Employed by: Office of The Lake County Tax I have completed the required hours of approved or recertification, or reinstatement for the following de	courses and		any required	d examinations for the certificati	on,		
	ertified Flori	da Evalu:	ator	Certified Cadastralist of	Florida		
	ertified Flori				riorida		
Experience for Certification – If you are apply Florida property appraiser's office, Florida tax collepages as necessary). If you are applying for receremployment dates.  Employer: Office of The Lake County Tax C Your Title: Customer Representative II Employer:	ector's office tification or	e, or with to for <b>reins</b>	the Florida I statement, <sub>I</sub> Employmer	Department of Revenue (attach provide your current employer and Dates: 3/06/2023 - pr	additional and		
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	.83 (50 min)		
TC-0001C Counterfeits & Alterations TC-0002C Driver's License & ID Cards	.75 (45 min)	TC-0003C		ntification Documents	<u> </u>		
10 00020	.75 (45 min)	TC-0005C	Birth Certif	icates	.50 (30 min)		
Applicant Signature  I am requesting approval for Florida professional of information provided on this form and any attachm Signature:  Diana Diaz	ertification, ents are tru	recertifica e and cor	ation, or reir rrect to the l	nstatement. I certify that all of thosest of my knowledge.  Date: 03/11/2025	e		



## Application for Florida Professional Certification

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

Property Tax Oversight Certification and Training

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Reason for Applying						
✓ Initial Certification - \$25 fee						
Applicant Information						
Applicant's name (as you would like it to appear on the	e certifica	′ .	Diana Di			
Business email address: n/a Business phone number: 352-343-9602						
Job title: Customer Representative II						
Employed by: Office of The Lake County Tax C	ollector					
I have completed the required hours of approved cour recertification, or reinstatement for the following desig	ises allu	passed a	any required	d examinati	ons for the certificatio	n,
Certified Florida Appraiser Certifi	fied Floric	la Evalua	ator	☐ Cer	tified Cadastralist of F	lorida
☐ Certified Florida Collector	fied Florid	la Collec	tor Assistar	nt		
<b>Experience for Certification</b> – If you are applying for your <b>initial certification</b> , 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 <b>recertification</b> or for <b>reinstatement</b> , provide your current employer and employment dates.						
Employer: Office of The Lake County Tax Colle	ector					
Your Title: Customer Representative II			Employmer	nt Dates:	3/06/2023 - pro	esent
Employer:						
Your Title:			Employme	nt 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.						
	Hours	No.	Course Title		Hours	
TC-0006C Canadian BC, Driver and Vehicle Documents .79	'5 (45 min)	TC-0008C	Internal Fra	ud for Staff		.75 (45 min)
TC-0007C Canadian Travel, Citizenship, & Immigration Docs 1.	.0 (60 min)	TC-0009C	Introductio	n to Covert Fe	atures	.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:  Date:						
Diana Diaz				03/ 1	1/2023	

## Application for Florida Professional Certification

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

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** 

nitp.//ilondarevenue.com/pro	perty/Page	S/COIIICI	ai_Trairiiig	<u></u>	,px		
Reason for Applying							
✓ Initial Certification - \$25 fee	Recertifica	<b>tion</b> - \$5	fee 🔲 <b>F</b>	Reinstatement of Certification	- \$5 fee		
Applicant Information							
Applicant's name (as you would like it to appear o	n the certific	,	Diana D				
Business email address: n/a Business phone number: 352-343-9602							
Job title: Customer Representative II							
Employed by: Office of The Lake County Ta	c Collecto	r					
I have completed the required hours of approved recertification, or reinstatement for the following de	Juli ses allu	passed a	any required	d examinations for the certification	n,		
Certified Florida Appraiser	☐ Certified Florida Appraiser ☐ Certified Florida Evaluator ☐ Certified Cadastralist of Florida						
☐ Certified Florida Collector	ertified Flori	da Collec	tor Assistar	nt			
Experience for Certification – If you are appl Florida property appraiser's office, Florida tax collepages as necessary). If you are applying for receivemployment dates.  Employer: Office of The Lake County Tax C	ector's office tification or	e, or with	the Florida Î	Department of Revenue (attach	additional		
Your Title: Customer Representative			Employmer	nt Dates: 3/06/2023 - pres	sent		
Employer:							
Your Title:			Employmer	nt 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 C	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 of information provided on this form and any attachm Signature:  Diana Diaz	ertification, ents are tru	recertifica e and cor	ation, or reir rect to the t	nstatement. I certify that all of the pest of my knowledge.  Date: 03/11/2025	;		

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## Application for Florida Professional Certification

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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** 

Reason for Applying	, ,			,		
✓ Initial Certification - \$25 fee	Recertifica	<b>tion</b> - \$5	fee F	Reinstatement of Certification	- \$5 fee	
Applicant Information						
Applicant's name (as you would like it to appear or	the certific	´ D	iana Dia			
Business email address: n/a Business phone number: 352-343-9602						
Job title: Customer Representative II						
Employed by: Office of The Lake County Tax						
I have completed the required hours of approved or recertification, or reinstatement for the following de	ourses and signation:	passed a	any required	examinations for the certification	n,	
☐ Certified Florida Appraiser ☐ Ce	ertified Flori	da Evalua	ator	Certified Cadastralist of F	lorida	
☐ Certified Florida Collector ☐ Ce	ertified Flori	da Collec	tor Assistan	t		
Experience for Certification – If you are apply Florida property appraiser's office, Florida tax colle pages as necessary). If you are applying for recert employment dates.	ector's office tification of	or with	the Florida [	Department of Revenue (attach a	additional	
Employer: Office of The Lake County Tax Co				+ D-+ 0/00/0000	4	
Your Title: Customer Representative II			Employmen	t Dates: 3/06/2023 - pres	ent	
Employer:						
Your Title:			Employmer	nt 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 Docu	ments	.75 (45 min)	
TC-0015C Social Security Cards	.50 (30 min)	TC-0017C	U.S. Immigr	ation Documents	.75 (45 min)	
Applicant Signature  I am requesting approval for Florida professional conformation provided on this form and any attachm Signature:  Diana Diaz					<b>;</b>	

Page 5

Application for

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

## 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** 

Reason for Applying	Jorty/F ago	0,0011101	al_Trailing		PX	
✓ Initial Certification - \$25 fee						
Applicant Information						
Applicant's name (as you would like it to appear or	the certific	ate): [	Diana Dia	<del></del>		
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	r				
I have completed the required hours of approved or recertification, or reinstatement for the following de	ourses and		any required	d examinations for the certification	n,	
	ertified Flori	da Evalu	ator	Certified Cadastralist of F	lorida	
☐ Certified Florida Collector	ertified Flori	da Collec	ctor Assistar	nt		
Experience for Certification – If you are apply Florida property appraiser's office, Florida tax collepages as necessary). If you are applying for recert employment dates.	ctor's office	e, or with	the Florida i	Department of Revenue (attach a	additional	
Employer: Office of The Lake County Tax Co	ollector					
Your Title: Customer Representative II			Employmer	nt Dates: 3/06/2023 - pres	sent	
Employer:		•				
Your Title:			Employmer	nt 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	23	.75 (45 min)	
TC-0019C CDL Module 2	.75 (45 min)	TC-0021C	CDL Module	2 4	.75 (45 min)	
Applicant Signature			•			
I am requesting approval for Florida professional c information provided on this form and any attachm					<b>‡</b>	
Signature: Diana Diaz				<sup>D</sup> 03/11/2025		



## Application for Florida Professional Certification

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

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** 

Reason for Applying						
X Initial Certification - \$25 fee						
Applicant Information						
Applicant's name (as you would like it to appear or	the certific	Ĺ	Diana Dia			
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	ſ				
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 ☐ Ce	ertified Flori	da Evalua	ator	Certified Cadastralist of F	Florida	
Certified Florida Collector	ertified Flori	da Collec	tor Assistar	nt		
<b>Experience for Certification</b> – If you are applying for your <b>initial certification</b> , 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 <b>recertification</b> or for <b>reinstatement</b> , provide your current employer and employment dates.						
Employer: Office of The Lake County Tax Co	ollector					
Your Title: Customer Representative I	l		Employmer	nt Dates: 3/06/2023 - pres	sent	
Employer:						
Your Title:			Employmer	nt 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	TC00450	Information	& Cyber Security Awareness Traini	ng .50	
TC0044¢ Heavy Vehicle Use Tax - HVUT	1.0	TC0042	TCC 504 C	Collection of Licenses, Taxes & Fees	30.0	
Applicant Signature	outificatio:-					
I am requesting approval for Florida professional c information provided on this form and any attachm				oest of my knowledge.	;	
Signature: Diana Diaz				Date: 03/11/2025		

## Application for Florida Professional Certification

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

Property Tax Oversight Certification and Training

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Reason for Applying	<u>, , , , , , , , , , , , , , , , , , , </u>						
	Recertifica	tion - \$5	fee R	einstatement of Certification -	- \$5 fee		
Applicant Information							
Applicant's name (as you would like it to appear or	the certific	,	Diana Dia				
Business email address: n/a Business phone number: 352-343-9602							
Job title: Customer Representative II							
Employed by: Office of The Lake County Tax							
I have completed the required hours of approved of recertification, or reinstatement for the following de	ourses and signation:	passed a	any required	examinations for the certification	n,		
☐ Certified Florida Appraiser ☐ Ce	ertified Flori	da Evalua	ator	Certified Cadastralist of F	lorida		
Certified Florida Collector	ertified Flori	da Collec	tor Assistant				
<b>Experience for Certification</b> – If you are apply Florida property appraiser's office, Florida tax collepages as necessary). If you are applying for <b>recert</b> employment dates.	ctor's office cification of	e, or with	the Florida D	epartment of Revenue (attach a	additional		
Employer: Office of The Lake County Tax Co	ollector						
Your Title: Customer Representative II			Employment	<sup>t Dates:</sup> 3/06/2023 - pres	sent		
Employer:							
Your Title:			Employment	t 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	TC0039	TCC 003	Customer Service Training	5.0		
TC0038¢ TC 002 Effective Decision Making in WP	10.0	TC0036C	TCC 503 C	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:  Date: 1, 1, 1, 2, 3, 4, 1, 3, 3, 4, 1, 3, 3, 4, 1, 3, 3, 4, 1, 3, 3, 4, 1, 3, 3, 4, 1, 3, 3, 4, 1, 3, 3, 4, 1, 3, 3, 4, 1, 3, 3, 4, 1, 3, 3, 4, 1, 3, 3, 4, 1, 3, 3, 4, 1, 3, 3, 4, 1, 3, 3, 4, 1, 3, 3, 4, 1, 3, 3, 4, 1, 3, 3, 4, 1, 3, 3, 4, 1, 3, 3, 4, 1, 3, 3, 4, 1, 3, 3, 4, 1, 3, 3, 4, 4, 4, 3, 3, 4, 4, 4, 3, 3, 4, 4, 4, 4, 4, 4, 4, 4, 4, 4, 4, 4, 4,						
VIUNIU VIUV				00/11/2020			





#### **DIANA DIAZ**

for the successful completion of

### **Driver License Preparatory Training - OLT**

by FLHSMV

12 Hours





#### **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





#### **DIANA DIAZ**

for the successful completion of

#### **AAMVA FDR 2024: Birth Certificates**

by External Training

0 Hours 30 Minutes





#### **DIANA DIAZ**

for the successful completion of

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

by External Training

0 Hours 45 Minutes





#### **DIANA DIAZ**

for the successful completion of

#### **AAMVA FDR 2024: Counterfeits and Alterations**

by External Training

0 Hours 45 Minutes





#### **DIANA DIAZ**

for the successful completion of

**AAMVA FDR 2024: Driver Licenses and ID Cards** 

by External Training

0 Hours 45 Minutes





#### **DIANA DIAZ**

for the successful completion of

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

by External Training

1 Hours 0 Minutes





#### **DIANA DIAZ**

for the successful completion of

#### **AAMVA FDR 2024: Internal Fraud for Staff**

by External Training

0 Hours 45 Minutes





#### **DIANA DIAZ**

for the successful completion of

**AAMVA FDR 2024: Introduction to Covert Features** 

by External Training

0 Hours 45 Minutes





#### **DIANA DIAZ**

for the successful completion of

#### **AAMVA FDR 2024: Introduction to Fraud**

by External Training

1 Hours 0 Minutes





#### **DIANA DIAZ**

for the successful completion of

#### **AAMVA FDR 2024: Mexican Documents**

by External Training

0 Hours 45 Minutes





#### **DIANA DIAZ**

for the successful completion of

**AAMVA FDR 2024: Military ID Cards** 

by External Training

0 Hours 30 Minutes





#### **DIANA DIAZ**

for the successful completion of

#### **AAMVA FDR 2024: People and Actions**

by External Training

0 Hours 45 Minutes





#### **DIANA DIAZ**

for the successful completion of

#### **AAMVA FDR 2024: Social Security Cards**

by External Training

0 Hours 30 Minutes





#### **DIANA DIAZ**

for the successful completion of

#### **AAMVA FDR 2024: Travel Documents**

by External Training

0 Hours 45 Minutes





#### **DIANA DIAZ**

for the successful completion of

#### **AAMVA FDR 2024: US Immigration Documents**

by External Training

0 Hours 45 Minutes





#### **DIANA DIAZ**

for the successful completion of

#### **AAMVA FDR 2024: Vehicle Identification Documents**

by External Training

0 Hours 50 Minutes

## 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







#### **DIANA DIAZ**

for the successful completion of

**AAMVA CDL 2024: Module 1 - Introduction to CDL Licensing** 

by External Training

2 Hours 30 Minutes

## 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







#### **DIANA DIAZ**

for the successful completion of

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

by External Training

0 Hours 45 Minutes





#### **DIANA DIAZ**

for the successful completion of

**Information and Cyber Security Awareness for External Entities - 2024** 

by FLHSMV

0 Hours 30 Minutes





#### **DIANA DIAZ**

for the successful completion of

AAMVA CDL 2024: Module 3 - CDL Knowledge Tests Overview

by External Training

0 Hours 45 Minutes





#### **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





#### **DIANA DIAZ**

for the successful completion of

#### **AAMVA FDR 2024: Security Features**

by External Training

1 Hours 0 Minutes

## 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	Donahı	re-Millix		
Previous Name(s)(if applicable):					
Documentation Included:					
County: Manatee		Job	Title: Associate II		
Certification Requested:	Certified	Florida	Collector Assistant		
Initial: 🗸			statement:		
Certification Date:	04/01/25	5			
		pplica	ition		
Application with Required	Signatu	res			
Application Fee					
Courses Listed on Applica					
Employment Dates Listed					
✓ Includes Current					
	perience		n Applicable Offic	e	
From: 09/08/22		_	Present		
From:		To:			
			4.5		
	Cours	e into	rmation	1	
Course Name				Hours	Documentation
				Credited	
20 have man 42D 40 002/2\/a\					
30-hours per 12D-19.003(3)(a)					
TCC 501 - Duties and Responsibilities of	of Florida	Tax Coll	ectors	30	Attended Course
. ,,,,	of Florida	Tax Coll	ectors	30	Attended Course
TCC 501 - Duties and Responsibilities of		Tax Coll	lectors	30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees				
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b)	and Fees			30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees			30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees			30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees			30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees			30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees			30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees			30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees			30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees			30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees			30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees			30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees			30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees		.ed)	30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees			30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees		.ed)	30 64	Attended Course

Notes:



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Property Tax Oversight Certification and Training

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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	, , ,						
_	Recertifica	tion - \$5	fee F	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 COLLEC	TOR						
I have completed the required hours of approved or recertification, or reinstatement for the following de	courses and esignation:	passed a	any required	l examinations for the certification	n,		
Certified Florida Appraiser C	ertified Flori	da Evalu	ator	Certified Cadastralist of F	lorida		
Certified Florida Collector	ertified Flori	da Collec	tor Assistan	t			
Experience for Certification – If you are apply Florida property appraiser's office, Florida tax colle pages as necessary). If you are applying for receremployment dates.	ector's office tification or	e, or with	the Florida [	Department of Revenue (attach a	additional		
Employer: MANATEE COUNTY TAX COLLECTOR	₹						
Your Title: ASSOCIATE II			Employmer	nt Dates: <sub>09/08/2022</sub> - PRESENT	-		
Employer:							
Your Title:			Employmer	nt 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-00240	Driver's I	icense Preparatory Training	64		
		TC-00420	TCC 504 C	ollection 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 Dig Dat	tally signed b	y Donahue 16:47:28	e-Willix.Billie -04'00'	Date: 03/11/2025			





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 Fe	rnande	ez		
Previous Name(s)(if applicable):					
Documentation Included:					
County: Dade		Jo	b Title: Divison Directo	or Finance &	& Accounting
Certification Requested:	Certifie		da Collector Assistant		
Initial: 🗸			einstatement:		
Certification Date:	04/01/2	5			
		\ I.			
Application with Doguirod			cation		
<ul><li>✓ Application with Required</li><li>✓ Application Fee</li></ul>	Signati	ii es			
✓ Courses Listed on Applica	ation				
✓ Employment Dates Listed					
✓ Includes Current		yment	<u> </u>		
			an Applicable Office	Э	
From: 01/02/23		Т	o: Present		
From:		Т	0:		
			e		
	Cour	se In	formation	Harrina	-
Course Name				Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)					
30-110u13 per 12D-13.003(3)(a)					
TCC 501 - Duties and Responsibilities of	of Florida	Tax C	collectors	30	Attended Course
, ,,,,	of Florida	Tax C	collectors	30	Attended Course
TCC 501 - Duties and Responsibilities of				30	Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b)	Collector	's Offic	ce		
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax	Collector	's Offic	ce	30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector	's Offic	ce	30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of P  TCC 001 - Bankruptcy	Collector	's Offic	ce	30 30 15	Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector	's Offic	ce	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector	's Offic	ce	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector	's Offic	ce	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector	's Offic	ce	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector	's Offic	ce	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector	's Offic	ce	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector	's Offic	ce	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector	's Offic	ce	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector	's Offic	ce	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector	's Offic	ce nd Special Assessments	30 30 15 10 5	Attended Course Attended Course Attended Course Attended Course

Notes:



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Property Tax Oversight Certification and Training

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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	rtyn age			airing_registration/rital aymentasp	).s h '
✓ Initial Certification - \$25 fee  Annual Re	certifica	tion - \$5	fee	Reinstatement of Certification -	\$5 fee
Applicant Information					roman romani
Applicant's name (as you would like it to appear on the		′ Eri		nandez	
Business email address: Eric.Fernandez@miamidad	le.gov		Busin	ess phone number: 305-375-1594	
Job title: Division Director Finance & Accounting					
Employed by: Miami-Dade County Office of the Tax	Collecto	r			
I have completed the required hours of approved courecertification, or reinstatement for the following design	irses and gnation:	passed a	any re	quired examinations for the certification	,
Certified Florida Appraiser Cert	ified Flor	ida Evalua	ator	Certified Cadastralist of Fl	orida
☐ Certified Florida Collector ✓ Certi	ified Flor	ida Collec	tor As	esistant	
Experience for Certification – If you are applying Florida property appraiser's office, Florida tax collect pages as necessary). If you are applying for recertific employment dates.	or's office	e, or with t	the Flo	orida Department of Revenue (attach a	dditional
Employer: Miami Dade County Tax Collector					
Your Title: Accountant 3			Empl	oyment Dates: <sub>1/2/23</sub> - 7/1/24	
Employer: Miami Dade County Tax Collector					
Your Title: Division Director			Empl	oyment Dates: <sub>7/1/24</sub> - present	
Approved Courses — List each course you have sereinstatement for which you are applying (attach add of each approved course. If you are substituting your license issued by the Florida Real Estate Appraisal Etype below. Attach a copy of the license.	itional pa Certified	iges as ne I Residen	ecessa tial Ap	ary). Attach documentation verifying cor opraiser license or Certified General Ap	oraiser
No. Course Title	Hours	No.	_	Course Title	Hours
TC0040C TCC 501 Duties and Responsibilities of Florida Tax Collectors	30	TC00360	TCC 50	03 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	TC00370		TCC 001 Bankruptcy	15
	its are tru Ily signed	recertificate and control to the second terms of the second terms	rrect to Fernan	o the best of my knowledge. odez Date:	



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

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  ✓ Initial Certification - \$25 fee	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	5 fee
Applicant's name (as you would like it to appear on the certificate):  Business email address: Eric.Fernandez@miamidade.gov  Business phone number: 305-375-1594	
Business email address: Eric.Fernandez@miamidade.gov  Business phone number: 305-375-1594	
lob title:	
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:	
☐ Certified Florida Appraiser ☐ Certified Florida Evaluator ☐ Certified Cadastralist of Florida Evaluator	rida
☐ Certified Florida Collector	
Experience for Certification – If you are applying for your initial certification, list at least two years' experience Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach ac pages as necessary). If you are applying for recertification or for reinstatement, provide your current employer and employment dates.	in a ditional
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 con of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Applicense issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and licer type below. Attach a copy of the license.	raiser
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:  Date:	

#### **Eric Fernandez**

on completing

#### TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

June 5, 2023 15 credit hours



#### **Eric Fernandez**

on completing

# TCC 002 - EFFECTIVE DECISION-MAKING IN THE WORKPLACE

Course Number: TC-0038C

on

June 15, 2023 10 credit hours



#### **Eric Fernandez**

on completing

#### TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

June 21, 2023 5 credit hours



#### **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

PEPAREMENT OF REVENUE

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	r on Certificate:	Stephanie	Gaitan		
	(s)(if applicable):				
Documentation	Included:	<u> </u>			
County: Dade		T	Job Title: Trainig Specia	list II	
Certification Red	quested:	Certified F	Iorida Collector Assistant		
Initial: 🗸		03/01/25	Reinstatement:		
Certification Dat	ie:				
		Apı	plication		
✓ Applicat	tion with Required				
✓ Applicat					
✓ Courses	s Listed on Applica	ation			
✓ Employ	ment Dates Listed				
✓	Includes Current				
✓	Two Years of Ex	perience v	vith an Applicable Office	Э	
From: 07/10/23			To: Present		
From: 2/13/23			To: 7/10/23		
		Course	Information		
Course Name		<u> </u>	mormation	Hours	Documentation
Oodi 3c Hailic				Credited	Documentation
30-hours per 12[					
TCC 503 Collection	& Distribution of Pro	perty Taxes	and Special Assessments	30	Attended Course
-	& Distribution of Pro	perty Taxes	and Special Assessments	30	Attended Course
TCC 503 Collection 90-hours per 120	& Distribution of Pro			30	Attended Course
TCC 503 Collection 90-hours per 120	& Distribution of Pro D-19.003(3)(b) ment of a Florida Tax				
TCC 503 Collection  90-hours per 120  TCC 502 - Manager	a & Distribution of Pro D-19.003(3)(b) ment of a Florida Tax tcy			30	Attended Course
TCC 503 Collection  90-hours per 12E  TCC 502 - Manager  TCC 001 - Bankrupt	& Distribution of Pro D-19.003(3)(b) ment of a Florida Tax tcy Decision Making			30 15	Attended Course Attended Course
TCC 503 Collection  90-hours per 12E  TCC 502 - Manager  TCC 001 - Bankrup  TCC 002 - Effective  TCC 003 - Custome	& Distribution of Pro D-19.003(3)(b) ment of a Florida Tax tcy Decision Making	Collector's C	Office	30 15 10	Attended Course Attended Course Attended Course
TCC 503 Collection  90-hours per 12E  TCC 502 - Manager  TCC 001 - Bankrup  TCC 002 - Effective  TCC 003 - Custome	& Distribution of Pro D-19.003(3)(b) ment of a Florida Tax tcy Decision Making er Service Training	Collector's C	Office	30 15 10 5	Attended Course Attended Course Attended Course Attended Course
TCC 503 Collection  90-hours per 12E  TCC 502 - Manager  TCC 001 - Bankrup  TCC 002 - Effective  TCC 003 - Custome	& Distribution of Pro D-19.003(3)(b) ment of a Florida Tax tcy Decision Making er Service Training	Collector's C	Office	30 15 10 5	Attended Course Attended Course Attended Course Attended Course
TCC 503 Collection  90-hours per 12E  TCC 502 - Manager  TCC 001 - Bankrup  TCC 002 - Effective  TCC 003 - Custome	& Distribution of Pro D-19.003(3)(b) ment of a Florida Tax tcy Decision Making er Service Training	Collector's C	Office	30 15 10 5	Attended Course Attended Course Attended Course Attended Course
TCC 503 Collection  90-hours per 12E  TCC 502 - Manager  TCC 001 - Bankrup  TCC 002 - Effective  TCC 003 - Custome	& Distribution of Pro D-19.003(3)(b) ment of a Florida Tax tcy Decision Making er Service Training	Collector's C	Office	30 15 10 5	Attended Course Attended Course Attended Course Attended Course
TCC 503 Collection  90-hours per 12E  TCC 502 - Manager  TCC 001 - Bankrup  TCC 002 - Effective  TCC 003 - Custome	& Distribution of Pro D-19.003(3)(b) ment of a Florida Tax tcy Decision Making er Service Training	Collector's C	Office	30 15 10 5	Attended Course Attended Course Attended Course Attended Course
TCC 503 Collection  90-hours per 12E  TCC 502 - Manager  TCC 001 - Bankrup  TCC 002 - Effective  TCC 003 - Custome	& Distribution of Pro D-19.003(3)(b) ment of a Florida Tax tcy Decision Making er Service Training	Collector's C	Office	30 15 10 5	Attended Course Attended Course Attended Course Attended Course
TCC 503 Collection  90-hours per 12E  TCC 502 - Manager  TCC 001 - Bankrup  TCC 002 - Effective  TCC 003 - Custome	& Distribution of Pro D-19.003(3)(b) ment of a Florida Tax tcy Decision Making er Service Training	Collector's C	Office	30 15 10 5	Attended Course Attended Course Attended Course Attended Course
TCC 503 Collection  90-hours per 12E  TCC 502 - Manager  TCC 001 - Bankrup  TCC 002 - Effective  TCC 003 - Custome	& Distribution of Pro D-19.003(3)(b) ment of a Florida Tax tcy Decision Making er Service Training	Collector's C	Office	30 15 10 5	Attended Course Attended Course Attended Course Attended Course
TCC 503 Collection  90-hours per 12E  TCC 502 - Manager  TCC 001 - Bankrup  TCC 002 - Effective  TCC 003 - Custome	& Distribution of Pro D-19.003(3)(b) ment of a Florida Tax tcy Decision Making er Service Training	Collector's C	Office	30 15 10 5	Attended Course Attended Course Attended Course Attended Course

Yes

No

Notes:

Committee recommends certification:



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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	porty// ago	07 <b>0</b> 0 111 0 101		_rregistrationAndr ayment.as			
✓ Initial Certification - \$25 fee	Recertifica	<b>tion</b> - \$5 fe	ee 🔲 F	Reinstatement of Certification -	\$5 fee		
Applicant Information							
Applicant's name (as you would like it to appear or	the certific	Step	ohanie Gai				
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 Colle	ector	Á		var sid of gardened engineers			
I have completed the required hours of approved of recertification, or reinstatement for the following de	courses and esignation:	passed a	ny required	l examinations for the certificatio	n,		
☐ Certified Florida Appraiser ☐ Ce	ertified Flori	da Evalua	tor	Certified Cadastralist of F	lorida		
Certified Florida Collector	ertified Flori	da Collect	or Assistan	t			
Experience for Certification – If you are apply Florida property appraiser's office, Florida tax collepages as necessary). If you are applying for receremployment dates.	ector's office	e, or with the	ne Florida I	Department of Revenue (attach a	additional		
Employer: MDC Tax Collector				actool to interpret the court of			
Your Title: Tax Record Special	list	E	Employmer	nt Dates: 2/13/23 - 7/	10/23		
Employer: MDC Tax Collector	kidas i kadibi		The state of		et Activis		
Your Title: Training Specialis	+ 2	E	Employmer	nt Dates: 7/10/23 - CU	rrent		
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	on and Distribution of Property Taxes and Special Assessments	30		
Applicant Signature  I am requesting approval for Florida professional conformation provided on this form and any attachm	certification, nents are tru	recertifica e and corr	tion, or rein	pest of my knowledge.			
Signature			slate	Date: 4   8   25			



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

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				_r togiotration, trai			
✓ Initial Certification - \$25 fee  Annual F	Recertificat	ion - \$5	fee F	Reinstatement of C	ertification -	\$5 fee	
Applicant Information							
Applicant's name (as you would like it to appear on	the certifica	ate): St	ephanie Gait		Plante Cele	Certifica	
Business email address: Stephanie.Gaitan@miamidade.gov  Business phone number: 305-375-4623							
Job title: Training Specialist 2			- 10 40 11	obcorners who now	ourless soulo	ar dolder	
Employed by: Miami-Dade Office of the Tax Collect						100000	
I have completed the required hours of approved corecertification, or reinstatement for the following des	ourses and signation:	passed	any required	examinations for th	ne certification	n,	
Certified Florida Appraiser Ce	rtified Florid	da Evalu	ator	Certified Cad	lastralist of F	lorida	
☐ Certified Florida Collector ✓ Ce	rtified Florid	da Colle	ctor Assistan	t		550,048	
Experience for Certification – If you are applying Florida property appraiser's office, Florida tax collections as necessary). If you are applying for recert employment dates.	ing for your ctor's office <b>ification</b> or	initial of the contract of the	ertification, the Florida I statement, p	list at least two yea Department of Reve provide your current	rs' experienc nue (attach a employer an	e in a additional d	
Employer: MDC Tax Collector						onic sed o	
Your Title: Tax Record Specialis	+		Employmer	nt Dates: 2/13/	2023 -	7/10/23	
Employer: MDC Tax Collector	the perity as			manufacture one had	vintan abelo	ni rimiter	
Your Title: Training Specialist	2		Employmer	nt Dates: 7/10/2	3 - Corv	rent	
Approved Courses – List each course you have reinstatement for which you are applying (attach ac of each approved course. If you are substituting you license issued by the Florida Real Estate Appraisal type below. Attach a copy of the license.	lditional pag ur Certified	ges as n Resider	leted for the ecessary). A ntial Appraise	certification, recerti ttach documentation er license or Certifie , list your license nu	fication, or n verifying co d General Ap	mpletion praiser	
No. Course Title	Hours	No.		Course Title	mosen po	Hours	
TC-0041C TCC 502 - Leadership and Management Skills in a Florida Tax Collector's Office	30			pe /emos form		india s	
TC-0024C Driver License Preparatory Training-Virtual Instructor-LED Training	64				Heli are o.	att aread	
Applicant Signature  I am requesting approval for Florida professional ceinformation provided on this form and any attachme Signature:	ertification, ents are tru	recertifice	cation, or rein	nstatement. I certify best of my knowledg Date: 4   8   2	that all of the ge.		

### Stephanie Gaitan

on completing

#### TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

March 20, 2024 5 credit hours



### Stephanie Gaitan

on completing

# TCC 002 - EFFECTIVE DECISION-MAKING IN THE WORKPLACE

Course Number: TC-0038C

on

April 3, 2024 10 credit hours



## 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

# 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 Suppo	ort Analyst	
Certification Requested:	Certified Florida Collector Assistant		
Initial: ✓	Reinstatement:		
Certification Date:	04/01/25		
	Application		
Application with Required	Signatures		
Application Fee			
Courses Listed on Applica			
Employment Dates Listed			
✓ Includes Current			
	perience with an Applicable Office	9	
From: 04/11/22	To: Present		
From:	To:		
	Carres Information		
	Course Information	Нашта	
Course Name		Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		Orealtea	
TCC 501 - Duties and Responsibilities of	of Florida Tay Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)	or Florida Fax Collectors	30	Attended Oddise
TCC 502 - Management of a Florida Tax	Collector's Office	30	Attended Course
TCC 503 - Collection and Distribution of P		30	Attended Course
TCC 001 - Bankruptcy	Toperty Taxes and Special Assessments	15	Attended Course
			Attended Course
TCC 002 - Effective Decision Making		10	
TCC 003 - Customer Service Training		5	Attended Course
			İ
	Tatal Harris		
	Total Hours	120	

Notes:



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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 <a href="http://floridarevenue.com/property/Pages/Cofficial\_Training\_RegistrationAndPayment.aspx">http://floridarevenue.com/property/Pages/Cofficial\_Training\_RegistrationAndPayment.aspx</a>

Thep.// Horidan overland to the pro-		-		<del> </del>	<u> </u>		
Reason for Applying							
✓ Initial Certification - \$25 fee  Annual	Recertifica	tion - \$5	fee 🔲 i	Reinstatement of Certification	- \$5 fee		
Applicant Information							
Applicant's name (as you would like it to appear or	the certific	ate): Mi	chelle A Ga	lvaire			
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 of recertification, or reinstatement for the following de	ourses and signation:	l passed a	any require	d examinations for the certificatio	n,		
Certified Florida Appraiser	ertified Flor	ida Evalu	ator	Certified Cadastralist of F	lorida		
Certified Florida Collector	ertified Flori	ida Collec	tor Assista	nt			
Experience for Certification — If you are apply Florida property appraiser's office, Florida tax colle pages as necessary). If you are applying for receremployment dates.	ctor's office	or with	the Florida	Department of Revenue (attach a	additional		
Employer: Collier County Tax Collector							
Your Title: Desktop Support Analyst			Employme	nt Dates: 04/11/2022- Present			
Employer:							
Your Title:			Employme	nt 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-00380	TCC 00	2 Effective Decision Making	10		
TC-0037C TCC 66 Bankruptcy	15	TC-00390	TCC 00	3 Customer Service Training	5		
Applicant Signature			TLA				
I am requesting approval for Florida professional of information provided on this form and any attachm	ertification, ents are tri	recertific ie and co	ation, or rei rrect to the	nstatement. I certify that all of the best of my knowledge.	<b>;</b>		
Signature:				Date: 03/12/2025			



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

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 <a href="http://floridarevenue.com/property/Pages/Cofficial\_Training\_RegistrationAndPayment.aspx">http://floridarevenue.com/property/Pages/Cofficial\_Training\_RegistrationAndPayment.aspx</a>

Reason for Applying			
✓ Initial Certification - \$25 fee  Annual F	Recertifica	tion - \$8	5 fee Reinstatement of Certification - \$5 fee
Applicant Information			
Applicant's name (as you would like it to appear on	the certific	ate): M	Michelle A. Galvaire
Business email address: mgalvaire@colliertax.con	า		Business phone number: 239-252-8515
Job title: Desktop Support Analyst			
Employed by: Collier County Tax Collect			
I have completed the required hours of approved corecertification, or reinstatement for the following des	ourses and signation:	passed	d any required examinations for the certification,
Certified Florida Appraiser Ce	rtified Flori	da Evalı	luator Certified Cadastralist of Florida
Certified Florida Collector	rtified Flori	da Colle	ector Assistant
Florida property appraiser's office, Florida tax collector  Employer: Collier County Tax Collector	ctor's office	or with	certification, list at least two years' experience in a h the Florida Department of Revenue (attach additional nstatement, provide your current employer and
Your Title: Desktop Support Analyst			Employment Dates: 04/11/2022-Present
Employer:			
Your Title:			Employment Dates:
Approved Courses – List each course you have reinstatement for which you are applying (attach ad of each approved course. If you are substituting you license issued by the Florida Real Estate Appraisal type below. Attach a copy of the license.	ditional pa ur Certified Board for	ges as r Reside one or n	necessary). Attach documentation verifying completion ential Appraiser license or Certified General Appraiser more courses, list your license number and 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 ceinformation provided on this form and any attachme	ertification, ents are tru	recertifice and co	ication, or reinstatement. I certify that all of the correct to the best of my knowledge.  Date:
Signature:			03/12/2025

#### Michelle Galvaire

on completing

#### TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

July 17, 2023 15 credit hours



#### Michelle Galvaire

on completing

# TCC 002 - EFFECTIVE DECISION-MAKING IN THE WORKPLACE

Course Number: TC-0038C

on

September 19, 2023 10 credit hours



#### Michelle Galvaire

on completing

#### TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

September 26, 2023 5 credit hours



#### 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 Prod		er
Certification Requested:	Certified F	Florida Collector Assistant		
Initial: ✓		Reinstatement:		
Certification Date:	04/01/25			
	Λn	nlication		
✓ Application with Required		plication		
✓ Application Fee	Olgridiaic	,,,		
✓ Courses Listed on Applica	ation			
✓ Employment Dates Listed				
✓ Includes Current				
	perience v	with an Applicable Offic	е	
From: 07/01/15		To: Present		
From:		То:		
	Course	Information		
	Oourse	inionnation	Hours	
Course Name			Credited	Documentation
30-hours per 12D-19.003(3)(a)				
TCC 501 - Duties and Responsibilities	of Florida Ta	ax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)				
90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax		Office	30	Attended Course
	Collector's (		+	Attended Course Attended Course
TCC 502 - Management of a Florida Tax	Collector's (		+	
TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's (		30	Attended Course
TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P TCC 001 - Bankruptcy	Collector's (		30 15	Attended Course Attended Course
TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's (		30 15 10	Attended Course Attended Course Attended Course
TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's (		30 15 10	Attended Course Attended Course Attended Course
TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's (		30 15 10	Attended Course Attended Course Attended Course
TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's (		30 15 10	Attended Course Attended Course Attended Course
TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's (		30 15 10	Attended Course Attended Course Attended Course
TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's (		30 15 10	Attended Course Attended Course Attended Course
TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's (		30 15 10	Attended Course Attended Course Attended Course
TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's (		30 15 10	Attended Course Attended Course Attended Course
TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's (		30 15 10	Attended Course Attended Course Attended Course
TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's (	es and Special Assessments	30 15 10 5	Attended Course Attended Course Attended Course

Notes:



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**Property Tax Oversight Certification and Training** 

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Property Tax Oversight Certification and Training Online Registration at http://floridarevenue.com/property/Pages/Cofficial\_Training\_RegistrationAndPayment.aspx

	ial Certification - \$25 fee A	nnual Recertific	eation - \$5	foo 🗆	Reinstatement of Certification -	\$5 fee
	ant Information	annual Necelling	ation - ψο		Tremstatement of Defuncation -	ΨΟΙΕΕ
Applican	it's name (as you would like it to an	pear on the cortif	icate):		Regulational Control of the State	
	it's name (as you would like it to ap					
Busines	s email address: crebecca@coj.net			Business	phone number: 904-255-5484	
Job title:	Payment Processing Manager					
	ed by: Duval County Tax Collector					
I have co	ompleted the required hours of apparation, or reinstatement for the follow	roved courses an wing designation:	d passed a	ny require	ed examinations for the certification	n,
☐ Cer	tified Florida Appraiser	Certified Flo	rida Evalua	ator	Certified Cadastralist of F	lorida
☐ Cer	tified Florida Collector	✓ Certified Flo	rida Collec	tor Assista	ant	
Florida pages as	once for Certification – If you are property appraiser's office, Florida to necessary). If you are applying forent dates.	ax collector's office	ce, or with t	he Florida	a Department of Revenue (attach a	idditional
Employe	Fr: Duval County Tax Collector		(40 - 40 - 1)			
Your Title	e: Payment Processing Manager			Employm	ent Dates: July 2015 - present	
Employe						
Your Title	e:			Employm	ent Dates:	
reinstate of each a license is type belo	red Courses – List each course y ment for which you are applying (a approved course. If you are substituted ssued by the Florida Real Estate A low. Attach a copy of the license.	ttach additional puting your Certifie	ages as ne d Resident	cessary). ial Apprai	Attach documentation verifying co ser license or Certified General Ap s, list your license number and lice	praiser
No.	Course Title	Hours	No.		Course Title	Hours
TC-0037C	TCC 001 - Bankruptcy	15	TC-0038C	TCC 00	02 - Effective Decision Making	10
TC-0039C	TCC 003 - Customer Service	e 5	TC-0040C	TCC 501	- Duties and Responsibilities of FL TCs	30
	nt Signature					BEX 850
I am requinformati	uesting approval for Florida profess on provided on this form and any a	sional certification ttachments are tr	i, recertification in the contraction in the contra	ition, or re rect to the	einstatement. I certify that all of the best of my knowledge.	
Signatur					Date: 3 11 25	



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							
✓ Initial Certification - \$25 fee	nnual Rec	ertifica	tion - \$8	fee Rein	statement of Certif	ication - \$5 fee	
Applicant Information		1982					
Applicant's name (as you would like it to app		certific	ate): Re	becca 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 appr recertification, or reinstatement for the follow	roved cours wing design	ses and nation:	passed	any required exa	minations for the ce	rtification,	
Certified Florida Appraiser	Certified Florida Appraiser						
Certified Florida Collector	Florida Collector						
Experience for Certification – If you are Florida property appraiser's office, Florida to pages as necessary). If you are applying for employment dates.  Employer: Duval County Tax Collector	ax collector	's office	, or with	the Florida Depa statement, provi	artment of Revenue de your current emp	(attach additional loyer and	
Your Title: Payment Processing Manager				Employment Dates: July 2015 - present			
Employer:							
Your Title:	r Title:				Employment Dates:		
Approved Courses – List each course your reinstatement for which you are applying (at of each approved course. If you are substituted license issued by the Florida Real Estate Approved below. Attach a copy of the license.	ttach addition of the state of	onal pa Certified ard for o	ges as r Resider one or n	ecessary). Attact ntial Appraiser lic nore courses, list	n documentation ver ense or Certified Ge your license number	ifying completion neral Appraiser r and license	
No. Course Title	Н	lours	No.		Course Title	Hours	
TC-0041C TCC 502 - Leadership and Management Skills in a FL T	TC's Office	30		3			
TC-0036C TCC 503 - Collection and Distribution of Property Taxes and Special A	Assessments	30	erforet consultation				
Applicant Signature I am requesting approval for Florida profess information provided on this form and any at Signature:	sional certifi ttachments	ication, are tru	recertifice e and co	rrect to the best Dat	of my knowledge.	all of the	

#### Rebecca Goodlow

on completing

# TCC 002 - EFFECTIVE DECISION-MAKING IN THE WORKPLACE

Course Number: TC-0038C

on

February 2, 2024 10 credit hours



#### **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

**FLORIDA** 



### 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:	ordon					
Previous Name(s)(if applicable):						
Documentation Included:						
County: Collier		Job Title: Clerk for Motorist Services				
Certification Requested:	Certified F	Florida Collector Assistant				
Initial: 🗸		Reinstatement:				
Certification Date:	04/01/25					
	Ар	plication				
✓ Application with Required	Signature	es				
✓ Application Fee						
✓ Courses Listed on Applica	ation					
✓ Employment Dates Listed						
✓ Includes Current	✓ Includes Current Employment					
✓ Two Years of Ex	✓ Two Years of Experience with an Applicable Office					
From: 05/01/14						
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: Yes No

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 G	ordon					
Previous Name(s)(if applicable):  Documentation Included:							
		Joh Title: Clark for Mate	oriet Sorvices				
County: Collier Certification Requested:							
Initial:	Reinstatement:						
Certification Date:	04/01/25	i veiristaternent.					
Octanodatori Bato.							
		plication					
✓ Application with Required	Signature	es					
✓ Application Fee							
Courses Listed on Applica	ition						
✓ Employment Dates Listed							
✓ Includes Current							
	perience \	with an Applicable Offic	ce				
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 Document	0.83	Attended Course					
AAMVA - U.S. Immigration Documents			0.75	Attended Course			
		Total Hours	8.33				

Yes

No

Notes:

Committee recommends certification:



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Property Tax Oversight Certification and Training

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Property Tax Oversight Certification and Training Online Registration at <a href="http://floridarevenue.com/property/Pages/Cofficial\_Training\_RegistrationAndPayment.aspx">http://floridarevenue.com/property/Pages/Cofficial\_Training\_RegistrationAndPayment.aspx</a>

http://floridarevenue.com/pro	operty/rag			711		
Reason for Applying					- 6	
Initial Certification - \$25 fee Annua	Recertifica	ation - \$5 i	ee	Reinstatement of Certification - \$5	iee	
Applicant Information	and the same of th					
Applicant's name (as you would like it to appear	on the certifi	cate): Mig	ene C	Gordon		
Business email address: mgordon@colliertax.co	m		Busin	ess phone number: 239-252-1125	w-marana a 2777	
Job title: Clerk for Motorist Services						
Employed by: Collier County Tax Collector						
I have completed the required hours of approved recertification, or reinstatement for the following of	courses and	d passed a	ny re	quired examinations for the certification,		
	Certified Flo	rida Evalua	ator	Certified Cadastralist of Flori	da	
	Certified Flo					
Experience for Certification – If you are app Florida property appraiser's office, Florida tax col pages as necessary). If you are applying for rece employment dates.  Employer: Collier County Tax Collector	rtification (	A IOI FEIRE	- Militari a	toni, promovjest zamov		
Your Title: Clerk for Motorist Services			Empl	byment Dates: May 1, 2014-PRESENT		
Employer:						
Your Title:			Empl	oyment 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.	-	Oddioc Trio	Hours	
TC-0040C TCC 501 Duties and Responsibilities of Florida Tax Collectors	30	TC 00380	-	TCC 002 Effective Decision Making in the Workplace	10	
TC 0039C TCC 003 Customer Service Training	5_	TC 00240	D	rivers License Preparatory Training	64	
Applicant Signature I am requesting approval for Florida professional information provided on this form and any attach	certification ments are tr	, recertifica ue and coi	ation, rect to	or reinstatement. I certify that all of the othe best of my knowledge.		
Signature:				04/04/2025		



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

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	http://floridarevenue.com/prop	eny/Page	S/COMCIS	II_ I I CAN IN I	<u> </u>	
Reason	for Applying				percolanisation and the supplementary and the	05 for
✓ Initia	al Certification - \$25 fee Annual F	Recertificat	t <b>ion -</b> \$5 f	ee	Reinstatement of Certification	1 - \$5 Tee
Applica	nt Information					
Applicant	's name (as you would like it to appear on	the certific	ate): Mig	ene Gord	on	
Business	Business email address: mgordon@colliertax.com  Business phone number: 239-252-1125					
Job title:	Clerk for Motorist Services				(A)(A) (A)(A)	
Employer	d by: Collier County Tax Collector					
I have on	impleted the required hours of approved coation, or reinstatement for the following de-	ourses and signation:	passed a	ny require		
		rtified Flori	da Evalua	itor	Certified Cadastralist of	Florida
☐ Cert	nce for Certification – If you are apply	rtified Flori				
Employe	r: Collier County Tax Collector e: Clerk for Motorist Services			Employm	ent Dates: May 1, 2014-PRES	ENT
Employe						
Your Title				Employm	ent 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 license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license						
No.	Course Title	Hours	No.		Course Title	Hours
TC 0001C	Counterfeits and Alterations	.75(45m)	TC00020		vers License and Cards	.75(45m)
TC 0003C	Vehicle Identification Documents	.83(50m)	TC00040	E	Expanding the Review	.50(30M)
	ant Signature uesting approval for Florida professional clon provided on this form and any attachme:	ertification, ents are tru	recertific le and co	ation, or re rrect to the	einstatement. I certify that all of to best of my knowledge.  Date: 04/04/2025	he



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

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http://floridarevenue.com/p	ropertyrage	3/COITICIE			1	
Reason for Applying	100				05.6	
✓ Initial Certification - \$25 fee ✓ Annu	al Recertificat	ion - \$5 f	ee	Reinstatement of Certification	- \$5 TEE	
Applicant Information				page 17 and		
Applicant's name (as you would like it to appear	on the certification		ene Gord			
Business email address: mgordon@colliertax.com  Business phone number: 239-252-1125						
Job title: Clerk for Motorist Services					All pop 2 years	
Employed by: Collier County Tax Collector				The second secon		
I have completed the required hours of approve recertification, or reinstatement for the following	d courses and designation:	passed a	ny requir	ed examinations for the certificati	on,	
Certified Florida Appraiser	Certified Florid	da Evalua	itor	Certified Cadastralist of	Florida	
Certified Florida Collector  Experience for Certification – If you are application – If you are	Certified Florid					
Florida property appraiser's office, Florida tax of pages as necessary). If you are applying for recembloyment dates.  Employer: Collier County Tax Collector			A. S.	nent Dates: May 1, 2014-PRESI		
Your Title: Clerk for Motorist Services				IVIAY (, ZOTT TYLO		
Employer:				Potosi		
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 Ilcense 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 75/45m	
TC 0005C Birth Certificates	.50(30m)	TC 0006C		adian Birth Centificates , 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 information provided on this form and any attack.	al certification, hments are tru	recertificate and cor	ation, or r rect to th	einstatement. I certify that all of the best of my knowledge.	ne	
Signature:				Date: 04/04/2025		



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	A service				05.6
<b>✓</b> Initia	al Certification - \$25 fee 🔲 Annual	Recertifica	tion - \$5	fee	Reinstatement of Certification	n - \$5 iee
Applicar	nt Information					
Applicant'	s name (as you would like it to appear or	the certific	ate): Mig	ene Gor	don	
Business email address: mgordon@colliertax.com  Business phone number: 239-252-1125						
Job title:	Clerk for Motorist Services		medical to	-	and the second s	
Employed	i by: Collier County Tax Collector				200 · Farring .	
11	mpleted the required hours of approved on tion, or reinstatement for the following de	courses and esignation:	passed a	ny requi		
	ified Florida Appraiser 🔲 Co	ertified Flori			Certified Cadastralist	of Florida
Certi	ified Florida Collector  Ce  Ce  Ce  Ce  Ce  Ce  Ce  Ce  Ce  C	ertified Flori				
employment	operty appraiser's office, Florida tax colle necessary). If you are applying for recert ent dates.  Collier County Tax Collector  Clerk for Motorist Services				nent Dates: May 1, 2014-PRE	
Employer		- Art. Mathileses con	4944			
Your Title	):				nent Dates:	
reinstater of each a license is	ed Courses — List each course you have ment for which you are applying (attach a pproved course. If you are substituting you sued by the Florida Real Estate Appraisa w, Attach a copy of the license.	oomonal pa	ges as m	tial Annr	aiser license or Certified Generalises, list your license number and	al Appraiser d license
No.	Course Title	Hours	No.		Course Title	Hours
TC 0009C	Introduction to Covert Features	.75(45m)	TC 0010 (		Introduction to Fraud	1 hr.(60m)
TC 011C	Mexican Documents	.75(45m)	TC 00120	<u> </u>	Military ID Cards	.50(30)
	nt Signature uesting approval for Florida professional conprovided on this form and any attachm	certification, nents are tru	recertific	ation, or rrect to the		f the
Signature					Date: 04/04/2025	



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

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http://floridarevenue.com/prop	erty/Page:	SICOITICIO		togion diversity and a pro-	
Reason for Applying				nstatement of Certification	on \$5 foo
Initial Certification - \$25 fee Annual F	Recertificat	lon - \$5 f	ee	nstatement of Ceruncati	μι - ψυ 166
Applicant Information	.15	2011			
Applicant's name (as you would like it to appear on	the certifica	ate): Mig	ene 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 o	ourses and	passed a	ny required e	xaminations for the certification	ation,
recertification, or reinstatement for the following de	signadon.			Certified Cadastralist	
Calified Lighter Abbrevace	ertified Florid			La Cerunea Cadastansco	Of t fortune
Certified Florida Collector  Experience for Certification – If you are apply			or Assistant		In .
Florida property appraiser's office, Florida tax colle pages as necessary). If you are applying for recert employment dates.  Employer: Collier County Tax Collector  Your Title: Clerk for Motorist Services			Employment		
Employer:					
Your Title:			Employment	Dates:	
	a europestu	lly compl	eted for the co	ertification, recertification, o	or
Approved Courses – List each course you have reinstatement for which you are applying (attach as of each approved course. If you are substituting you license issued by the Florida Real Estate Appraisatype below. Attach a copy of the license.	aditional ha	Besideni	ial Annesicar	license or Certified Genera st your license number and	Appraiser
No. Course Title	Hours	No.	1	Course Title	
TC 0013C People and Actions	.75(45m)	TC 00140		ecurity Features	1 hr.(60m)
TC 0016C Travel Documents	.75(45m)	TC 0015 C	Soc	cial Security Cards	.50(30)
Applicant Signature I am requesting approval for Florida professional of	-differences	rocortific	ation or reins	atement, I certify that all o	f the
I am requesting approval for Florida professional of information provided on this form and any attachm	entincation, ents are tru	e and co	The state of the s		
Signature:				Date: 04/04/2025	,



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 Appl						4 50-45-41-	CE for
Initial Certific	ation - \$25 fee Annua	l Recertificat	t <b>ion - \$</b> 5 fo	ee R	teinstateme	nt of Certification -	\$5 Tee
Applicant Inform	ation						
Applicant's name (a	is you would like it to appear	on the certifica	•	ene Gordor			
Business email add	ress: mgordon@colliertax.co	m	l l	Business pt	none number	239-252-1125	and the field an
Job title: Clerk fo	r Motorist Services					The same of the sa	
Employed by: Coli	er County Tax Collector					. f. the antification	
I have completed the recertification, or re	er county have consistent e required hours of approved instatement for the following of	courses and designation:	passed a	ny required			
Certified Florid	ia Uhbi eisei	Certified Florio				ied Cadastralist of F	onda
Certified Florid		Certified Florid					
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.						dditional d	
	County Tax Collector			Employmer	nt Dates: N	lay 1, 2014-PRESEI	JT
Your Title: Clerk for	r Motorist Services			Limpioyino.	IC Davids. [A	lay 1, 2014-1 112021	
Employer:					1 D - 1		
Your Title:				Employmer			
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		Hours 150 min.
TC 0017C US Ir	nmigration Documents	.75(45m)	TC 0018C	CDL Mo		( 2 hrs. 30 m)	
TC 0019C Module	2-Overview of the CDL Tests	.75(45m)	TC 0020C	Module 3	CDL Knowled	dge Tests Overview	.75(45m)
<b>Applicant Signa</b>	ture proval for Florida professiona	l de difference	recetifics	tion or reli	nstatement.	certify that all of the	:
I am requesting ap	proval for Florida professional ed on this form and any attach	ments are tru	e and cor	rect to the	best of my kr	nowledge.	
Signature:	The state of the s				Date: 04/04		



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

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

nπp://floridareverlue.com/pro	pertyn agearc	/ / / / / /	old		
Reason for Applying					
✓ Initial Certification - \$25 fee					
Applicant Information					
Applicant's name (as you would like it to appear o	n the certificate	): Mię	Aigene Gordon		
Business email address: mgordon@colliertax.com	n		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 recertification, or reinstatement for the following designs.	esignation.				
Celtilled   Kilda / Abilated					
	ertified Florida				
Experience for Certification — If you are application for the property appraiser's office, Florida tax colleges as necessary). If you are applying for receipment dates.	ying for your in ector's office, or tification or for	rual c rwith rein:	certification, list at least two years' experience in a in the Florida Department of Revenue (attach additional instatement, provide your current employer and		
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	110010	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 cinformation provided on this form and any attachm	certification, rec	ertific	Wilect to the pear of the knowledge.		
Signature:			Date: 04/04/2025		



# 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





#### MIGENE GORDON

for the successful completion of

**AAMVA CDL 2024: Module 1 - Introduction to CDL Licensing** 

by External Training

2 Hours 30 Minutes





#### MIGENE GORDON

for the successful completion of

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

by External Training

0 Hours 45 Minutes





#### MIGENE GORDON

for the successful completion of

AAMVA CDL 2024: Module 3 - CDL Knowledge Tests Overview

by External Training

0 Hours 45 Minutes





#### 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



# iLearn

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





#### **MIGENE GORDON**

for the successful completion of

**AAMVA FDR 2024: Counterfeits and Alterations** 

by External Training

0 Hours 45 Minutes





#### **MIGENE GORDON**

for the successful completion of

**AAMVA FDR 2024: Birth Certificates** 

by External Training

0 Hours 30 Minutes





#### **MIGENE GORDON**

for the successful completion of

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

by External Training

0 Hours 45 Minutes





#### **MIGENE GORDON**

for the successful completion of

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

by External Training

1 Hours 0 Minutes





#### **MIGENE GORDON**

for the successful completion of

**AAMVA FDR 2024: Driver Licenses and ID Cards** 

by External Training

0 Hours 45 Minutes





#### MIGENE GORDON

for the successful completion of

**AAMVA FDR 2024: Internal Fraud for Staff** 

by External Training

0 Hours 45 Minutes





#### **MIGENE GORDON**

for the successful completion of

**AAMVA FDR 2024: Introduction to Covert Features** 

by External Training

0 Hours 45 Minutes





#### MIGENE GORDON

for the successful completion of

**AAMVA FDR 2024: Introduction to Fraud** 

by External Training

1 Hours 0 Minutes





#### **MIGENE GORDON**

for the successful completion of

**AAMVA FDR 2024: Mexican Documents** 

by External Training

0 Hours 45 Minutes





#### MIGENE GORDON

for the successful completion of

**AAMVA FDR 2024: Military ID Cards** 

by External Training

0 Hours 30 Minutes





#### MIGENE GORDON

for the successful completion of

**AAMVA FDR 2024: People and Actions** 

by External Training

0 Hours 45 Minutes





#### **MIGENE GORDON**

for the successful completion of

**AAMVA FDR 2024: Security Features** 

by External Training

1 Hours 0 Minutes





#### **MIGENE GORDON**

for the successful completion of

**AAMVA FDR 2024: Social Security Cards** 

by External Training

0 Hours 30 Minutes





#### MIGENE GORDON

for the successful completion of

**AAMVA FDR 2024: Travel Documents** 

by External Training

0 Hours 45 Minutes





#### **MIGENE GORDON**

for the successful completion of

**AAMVA FDR 2024: Vehicle Identification Documents** 

by External Training

0 Hours 50 Minutes





#### **MIGENE GORDON**

for the successful completion of

**AAMVA FDR 2024: US Immigration Documents** 

by External Training

0 Hours 45 Minutes

### Congratulations,

# **Migene Gordon**

on completing

# TCC 002 - EFFECTIVE DECISION-MAKING IN THE WORKPLACE

Course Number: TC-0038C

on

October 22, 2024 10 credit hours



# **Migene Gordon**

on completing

#### TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

October 22, 2024 5 credit hours





Property Tax Oversight, Certification and Training Team

Certifies that

# **Migene Gordon**

has successfully completed

# TCC 501 - DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

DEPARTMENT OF REVENU

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		Associate III		
Certification Requested:	Certified Florida Colle			
Initial: 🗸	Reinstater	ment:		
Certification Date:	04/01/25			
Application with Degrained	Application			
✓ Application with Required	Signatures			
✓ Application Fee ✓ Courses Listed on Application	ation			
✓ Employment Dates Listed	ation			
✓ Includes Current	Employment			
	perience with an App	licable Office	<del></del>	
From: 07/14/22	To: Pres			
From:	To:			
	•			
	Course Informat	ion		
Course Name			Hours	Documentation
			Credited	Bocamentation
30-hours per 12D-19.003(3)(a)				
TCC 501 - Duties and Responsibilities	of Florida Tax Collectors		30	Attended Course
	of Florida Tax Collectors		30	Attended Course
TCC 501 - Duties and Responsibilities			30	Attended Course
TCC 501 - Duties and Responsibilities ( 90-hours per 12D-19.003(3)(b)	and Fees			
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees		30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees		30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees		30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees	,	30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees		30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees		30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees		30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees		30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees		30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees		30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees		30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees		30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees aining (Instructor Led)	otal Hours	30 64	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees aining (Instructor Led)	otal Hours	30	Attended Course

Notes:



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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** 

	berty/r age	3/0011101	nai_training_registrationAndr ayment.aspx			
Reason for Applying						
✓ Initial Certification - \$25 fee	Recertifica	<b>tion</b> - \$5	fee Reinstatement of Certification - \$5 fee			
Applicant Information						
Applicant's name (as you would like it to appear or	the certific	ate): JOY	Y GRENON			
Business email address: JOYG@taxcollector.com	Business email address: JOYG@taxcollector.com  Business phone number: 941.741.4800					
Job title: ASSOCIATE III		·				
Employed by: MANATEE COUNTY TAX COLLEC						
I have completed the required hours of approved or recertification, or reinstatement for the following de	ourses and signation:	passed	any required examinations for the certification,			
Certified Florida Appraiser	ertified Flori	da Evalu	uator Certified Cadastralist of Florida			
☐ Certified Florida Collector ✓ Ce	ertified Flori	da Collec	ctor Assistant			
Florida property appraiser's office, Florida tax colle pages as necessary). If you are applying for <b>recer</b> employment dates.	ctor's office t <b>ification</b> or	e, or with	the Florida Department of Revenue (attach additional statement, provide your current employer and			
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-00240	C Driver's License Preparatory Training 64			
		TC-00420	C TCC 504 Collection of Licenses, Taxes, & Fees 30			
Applicant Signature						
I am requesting approval for Florida professional c information provided on this form and any attachm	ertification, ents are tru	recertific e and co	ation, or reinstatement. I certify that all of the preciping that the best of my knowledge.			
Signature: Granon Joy Dig	itally signed	by Grer				





#### **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

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





Property Tax Oversight, Certification and Training Team

Certifies that

#### **Joy Abigail Grenon**

has successfully completed

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

DEPARTMENT OF REVE

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 Gri	ieco		
Previous Name(s)(if applicable):				
Documentation Included:				
County: Manatee		Job Title: Associate II		
Certification Requested:	Certified F	lorida Collector Assistant		
Initial: 🗸		Reinstatement:		
Certification Date:	04/01/25			
	Ар	plication		
✓ Application with Required	Signature	es .		
✓ Application Fee				
Courses Listed on Applica				
✓ Employment Dates Listed				
✓ Includes Current				
	perience v	with an Applicable Offic	е	
From: 09/08/22		To: Present		
From:		To:		
Γ				
	Course	Information	T	<del></del>
Course Name			Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)				
TCC 501 - Duties and Responsibilities of	of Florida Ta	ax 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 Tra	aining (Instri	uctor Led)	64	Attended Course
' '	<u> </u>	40101 204)	04	Attended Course
		40.0. 204)	04	Allerided Course
. ,	<u> </u>		04	Attended Course
. ,		2000 2007	04	Attended Course
. ,		2007	04	Attended Course
		200, 200,	04	Attended Course
		2001 2007	04	Attended Course
			04	Attended Course
		2001 2007	04	Attended Course
		200, 200,	04	Attended Course
				Attended Course
		Total Hours	124	Attended Course

Notes:



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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** 

<u>'</u>	enue.com/prop	erty/Page	S/COIIICI	ai_fraifiling_	RegistrationAndPayment.as	þχ	
Reason for Applying							
✓ Initial Certification - \$25 fee	Annual F	Recertifica	tion - \$5	fee Re	instatement of Certification	- \$5 fee	
Applicant Information							
Applicant's name (as you would like							
Business email address: ELYSSAG	Business email address: ELYSSAG@taxcollector.com  Business phone number: 941.741.4800						
Job title: ASSOCIATE II							
Employed by: MANATEE COUNTY							
I have completed the required hour recertification, or reinstatement for	s of approved co the following des	ourses and signation:	passed a	any required e	xaminations for the certificatio	n,	
Certified Florida Appraiser	☐ Ce	rtified Flori	da Evalua	ator	Certified Cadastralist of F	lorida	
Certified Florida Collector	<b>✓</b> Ce	rtified Flori	da Collec	tor Assistant			
Experience for Certification – Florida property appraiser's office, pages as necessary). If you are appemployment dates.	Florida tax collec	ctor's office	, or with t	the Florida De	partment of Revenue (attach a	additional	
Employer: MANATEE COUNTY TA	X 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 Lic	cense Preparatory Training	64	
			TC-0042C	TCC 504 Coll	ection 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:  Digitally signed by Grieco. Elyssa  Date:							
Signature: Grieco.Elys	od Date			:43 -04'00'			





#### **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

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





Property Tax Oversight, Certification and Training Team

Certifies that

#### Elyssa Grieco

has successfully completed

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

FLORIDA

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. Gu	nn		
Previous Name(s)(if applicable):				
Documentation Included:				
County: Hendry	,	Job Title: Chief Deputy	Tax Collector	
Certification Requested:	Certified FI	orida Collector Assistant		
Initial: 🗸		Reinstatement:		
Certification Date:	03/01/21			
	App	olication		
✓ Application with Required	Signatures	3		
✓ Application Fee				
✓ Courses Listed on Applica	ation			
✓ Employment Dates Listed				
✓ Includes Current	Employme	ent		
✓ Two Years of Ex	perience w	ith an Applicable Offic	е	
From: 01/13/25		To: Present		
From: 10/23/95		To: 1/10/25		
	Course	Information		
Course Name			Hours	Decumentation
Course Marrie			Credited	Documentation
405 40 000(0)( )				
30-hours per 12D-19.003(3)(a)				
TCC 501 - Duties and Responsibilities	of Florida Tax	« Collectors	30	Attended Course
	of Florida Tax	c Collectors	30	Attended Course
TCC 501 - Duties and Responsibilities (90-hours per 12D-19.003(3)(b)		Collectors		
TCC 501 - Duties and Responsibilities		c Collectors	30	Attended Course  Attended Course
TCC 501 - Duties and Responsibilities (90-hours per 12D-19.003(3)(b)		c Collectors		
TCC 501 - Duties and Responsibilities (90-hours per 12D-19.003(3)(b)		c Collectors		
TCC 501 - Duties and Responsibilities (90-hours per 12D-19.003(3)(b)		c Collectors		
TCC 501 - Duties and Responsibilities (90-hours per 12D-19.003(3)(b)		< Collectors		
TCC 501 - Duties and Responsibilities (90-hours per 12D-19.003(3)(b)		< Collectors		
TCC 501 - Duties and Responsibilities (90-hours per 12D-19.003(3)(b)		< Collectors		
TCC 501 - Duties and Responsibilities (90-hours per 12D-19.003(3)(b)		< Collectors		
TCC 501 - Duties and Responsibilities (90-hours per 12D-19.003(3)(b)		< Collectors		
TCC 501 - Duties and Responsibilities (90-hours per 12D-19.003(3)(b)		< Collectors		
TCC 501 - Duties and Responsibilities (90-hours per 12D-19.003(3)(b)		< Collectors		
TCC 501 - Duties and Responsibilities (90-hours per 12D-19.003(3)(b)		< Collectors		
TCC 501 - Duties and Responsibilities (90-hours per 12D-19.003(3)(b)		< Collectors		
TCC 501 - Duties and Responsibilities (90-hours per 12D-19.003(3)(b)		< Collectors		
TCC 501 - Duties and Responsibilities (90-hours per 12D-19.003(3)(b)			240	
TCC 501 - Duties and Responsibilities (90-hours per 12D-19.003(3)(b)		Collectors  Total Hours		
TCC 501 - Duties and Responsibilities (90-hours per 12D-19.003(3)(b)	er)		240	

Notes:



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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 <a href="http://floridarevenue.com/property/Pages/Cofficial\_Training\_RegistrationAndPayment.aspx">http://floridarevenue.com/property/Pages/Cofficial\_Training\_RegistrationAndPayment.aspx</a>

Reason for Applying	2.107				2811 - Eliffe (1-2 12n)
✓ Initial Certification - \$25 fee  Annual	Recertifica	tion - \$5	fee	Reinstatement of Certific	cation - \$5 fee
Applicant Information	М. Ши				
Applicant's name (as you would like it to appear o	n the certific	ate): Kel	•		
Business email address: 25 E Hickpochee Ave, La	Belle, FL 33	935	Business p	hone number: 863-675-53	380
Job title: Chief Deputy Tax Collector					
Employed by: Hendry County Tax Collector					
I have completed the required hours of approved recertification, or reinstatement for the following d	courses and esignation:	passed	any required	l examinations for the cer	tification,
☐ Certified Florida Appraiser ☐ C	ertified Flori	da Evalu	ıator	Certified Cadastra	list of Florida
Certified Florida Collector	ertified Flori	da Colle	ctor Assistar	t	
Experience for Certification — If you are application property appraiser's office, Florida tax coll pages as necessary). If you are applying for rece employment dates.  Employer: Hendry County Tax Collector	ector's office	or with	the Florida	Department of Revenue (	attach additional
			Employme	nt Dates: 01/13/2025 - pre	
Your Title: Chief Deputy Tax Collector			Linployinci	11 Dates: 0 1/ 13/2025 - pre	
Employer: Lee County Tax Collector					
Your Title: Sr Call Center Specialist / Acting Assis				nt Dates: 10/23/1995 - 01/	
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 information provided on this form and any attachr	certification,	recertific	cation, or rei	nstatement. I certify that a	all of the
Signature:	icino are tru	o and oc	STOOL TO THE	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

Pichal M Cullarge

VICE PRESIDENT

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 Ho	lley		
Previous Name(s)(if applicable):				
Documentation Included:				
County: Volusia		Job Title: Motor Service		ager
Certification Requested:	Certified F	Florida Collector Assistant		
Initial: 🗸	1	Reinstatement:		
Certification Date:	04/01/25			
	Ap	plication		
✓ Application with Required		-		
✓ Application Fee				
✓ Courses Listed on Applica	ation			
✓ Employment Dates Listed				
✓ Includes Current				
	perience v	with an Applicable Offic	е	
From: 01/05/21		To: Present		
From:		To:		
		1.6.41		
	Course	Information	T11	
Course Name			Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)				
30-110d13 per 12D-13.003(3)(a)				
TCC 501 - Duties and Responsibilities of	of Florida Ta	ax Collectors	30	Attended Course
	of Florida Ta	ax Collectors	30	Attended Course
TCC 501 - Duties and Responsibilities of			30	Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b)	Collector's (			
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax	Collector's (		30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 504 - Collection of Licenses, Taxes	Collector's (		30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy	Collector's (		30 30 15	Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's (		30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's (		30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's (		30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's (		30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's (		30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's (		30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's (		30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's (		30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's (	Office	30 30 15 10 5	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's (		30 30 15 10	Attended Course Attended Course Attended Course Attended Course

Notes:



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

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

nttp://floridarevenue.com/pro	perty/Page	S/Cofficia	ai_ i raining	g_RegistrationAndPayment.as	рх	
Reason for Applying						
✓ Initial Certification - \$25 fee	Recertifica	tion - \$5	fee 🔲 F	Reinstatement of Certification	- \$5 fee	
Applicant Information						
Applicant's name (as you would like it to appear or		Bra	ndi Holley			
Business email address: bholley@vctaxcollector.	org		Business p	hone number: 386-943-7019 ex	t. 21183	
Job title: Motorist Services Branch Manager						
Employed by: Office of Will Roberts, Volusia Cour						
I have completed the required hours of approved or recertification, or reinstatement for the following de	ourses and esignation:	passed a	ny required	I examinations for the certificatio	n,	
Certified Florida Appraiser C	ertified Flori	da Evalua	ator	Certified Cadastralist of F	lorida	
Certified Florida Collector	ertified Flori	da Collect	tor Assistar	t		
Experience for Certification – If you are apply Florida property appraiser's office, Florida tax colle pages as necessary). If you are applying for recer employment dates.	ctor's office	e, or with t	he Florida I	Department of Revenue (attach a	additional	
Employer: Office of Will Roberts, Volusia County	Tax Collecto	or				
Your Title: Motorist Services Branch Manager			Employmer	nt Dates: 1/5/2021-Present		
Employer:						
Your Title:			Employmer	nt 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	Cust	tomer Service Training	5	
TC0038C Effective Decision Making in Workplace	10	TC0040C	Duties & R	esponsibilities 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: 3-14-25						



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

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** 

Reason for Applying						
	Recertifica	tion - \$5	fee [	Reinstatement of Cert	tification - \$5 fee	
Applicant Information						
Applicant's name (as you would like it to appear or		ate): Br	randi Holley			
Business email address: bholley@vctaxcollector.c	org		Business p	hone number: 386-94	3-7019 ext. 21183	
Job title: Motorist Services Branch Manager						
Employed by: Office of Will Roberts, Volusia Cour						
I have completed the required hours of approved or recertification, or reinstatement for the following de	ourses and signation:	passed	any required	d examinations for the	certification,	
☐ Certified Florida Appraiser ☐ Ce	ertified Flori	da Evalı	uator	Certified Cadas	tralist of Florida	
☐ Certified Florida Collector ✓ Ce	ertified Flori	da Colle	ctor Assistar	nt		
Experience for Certification – If you are apply Florida property appraiser's office, Florida tax colle pages as necessary). If you are applying for recert employment dates.	ctor's office	or with	the Florida	Department of Revenue	e (attach additional	
Employer: Office of Will Roberts, Volusia County	Γax Collecto	or				
Your Title: Motorist Services Branch Manager			Employme	nt Dates: 1/5/2021-Pre	esent	
Employer:						
Your Title:			Employme	nt 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 c	ertification	recertific	cation or rei	nstatement I certify tha	at all of the	
information provided on this form and any attachm	ents are tru	e and co	orrect to the	best of my knowledge.	t all of the	
Signature: Holley	-			Date: 3-14-6	25	

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



# **Brandi Holley**

on completing

# TCC 002 - EFFECTIVE DECISION-MAKING IN THE WORKPLACE

Course Number: TC-0038C

on

January 26, 2024 10 credit hours



# **Brandi Holley**

on completing

#### TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

January 29, 2024 5 credit hours



# **Brandi Holley**

on completing

#### TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

February 8, 2024 15 credit hours



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



Property Tax Oversight, Certification and Training Team

Certifies that

### **Brandi Holley**

has successfully completed

# TCC 501 - DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

ELORIDA

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.

	Hailey Holm		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Citrus	Job Title: Customer Serv	ice Represent	ative IV
	Certified Florida Collector Assistant		
Initial: 🗸	Reinstatement:		
Certification Date:	06/01/25		
Annie die mitte De mine de	Application		
Application with Required S	signatures		
<ul><li>✓ Application Fee</li><li>✓ Courses Listed on Applicat</li></ul>	ion		
✓ Employment Dates Listed	OH		
Includes Current E	-mnlovment		
	erience with an Applicable Office	9	
From: 02/28/17	To: Present		
From:	То:		
	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 Pro	perty Taxes and Special Assessments	30	Attended Course
TCC 504 - Collection of Licenses, Taxes ar	nd Fees	30	Attended Course
TCC 002 - Effective Decision Making		10	Attended Course
TCC 003 - Customer Service Training		5	Attended Course
FLHSMV - Driver License Preparatory Train	ning (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	

Notes: DR-4001 CFCA Application was originally received on 5/8/2025, meeting the application deadline of 5/9/2025.

Yes

No

Committee recommends certification:



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Property Tax Oversight Certification and Training

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Reason for Applying						
1-1-5	Recertifica	ition - \$5	fee Reinstatement of Certification - \$5 fee			
Applicant Information						
Applicant's name (as you would like it to appear or	the certific					
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 or recertification, or reinstatement for the following de	ourses and signation:	l passed a				
Certified Florida Appraiser	ertified Flor	ida Evalua	ator Certified Cadastralist of Florida			
			ctor Assistant			
Experience for Certification — If you are apply Florida property appraiser's office, Florida tax colle pages as necessary). If you are applying for recert employment dates.	ctor's office	or With 1	the Florida Denarment of Revenue (allacti auditolia)			
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	C Customer Service Training 5			
TC-0040C Duties & Responsibilities of FL Tax Collectors	30	TC-0036C	C 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: 5.13.35						



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Property Tax Oversight Certification and Training

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	Http://liondarevende.com/prop	ortyn ag	30, 00,		.9,	
Reason	n for Applying					
<b>√</b> Init	ial Certification - \$25 fee Annual I	Recertifica	tion - \$5	fee	Reinstatement of Certification	- \$5 fee
Applica	ant Information					
Applicar	nt's name (as you would like it to appear on	the certific	cate): Hail			
Busines	s email address: HHOLM@CITRUSTC.US			Business	phone number: 352-341-6510	
Job title:	Customer Service Representative IV					
	ed by: Citrus County Tax Collector					
I have corectific	ompleted the required hours of approved cation, or reinstatement for the following de	ourses and signation:	l passed	any require	ed examinations for the certification	on,
☐ Ce	rtified Florida Appraiser Ce	rtified Flor	ida Evalu	ator	Certified Cadastralist of F	Florida
Ce	rtified Florida Collector	rtified Flor	ida Collec	ctor Assista	ant	
Florida pages a	ence for Certification – If you are apply property appraiser's office, Florida tax colle is necessary). If you are applying for recert ment dates.	ctor's office	or with	the Florida	Department of Revenue (allaci)	auuilionai
Employe	er: Citrus County Tax Collector					
Your Tit	e: Customer Service Representative IV			Employme	ent Dates: 02/28/2017 - Present	
Employe	er:					
Your Tit	e:			Employme	ent 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-00020	Driv	er's License and ID Cards	0.75
TC-0001C	Counterfeits and Alterations	0.75	TC-00030	Vehic	cle Identification Documents	.50
Applica	ant Signature				1 1 1 2 2 2 1 2 2 1 2 2 1 2 1 2 1 2 1 2	
I am req	uesting approval for Florida professional coin provided on this form and any attachment	ertification, ents are tru	recertificate and coa	ation, or re rrect to the	enstatement. I certify that all of the best of my knowledge.	3
Signatur					Date: 5·13·25	



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

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** 

Tittp://ilondarevende.com/pre	portyn ag			,	•					
Reason for Applying										
✓ Initial Certification - \$25 fee										
Applicant Information										
Applicant's name (as you would like it to appear on the certificate): Hailey Holm										
Business email address: HHOLM@CITRUSTC.U	siness 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:										
Certified Florida Appraiser	Certified Florida Appraiser									
☐ Certified Florida Collector ✓ C	Certified Florida Collector Certified Florida Collector Assistant									
<b>Experience for Certification</b> – If you are applying for your <b>initial certification</b> , 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 <b>recertification</b> or for <b>reinstatement</b> , 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-00440	Heavy Vehicle Use Tax (HVUT)		1					
TC-0021C CDL Module 4	0.75	TC-00450	Information and Cyber Security Awareness Training 0		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 formand any attachments are true and correct to the best of my knowledge.										
Signature: Date: 5.13.25										

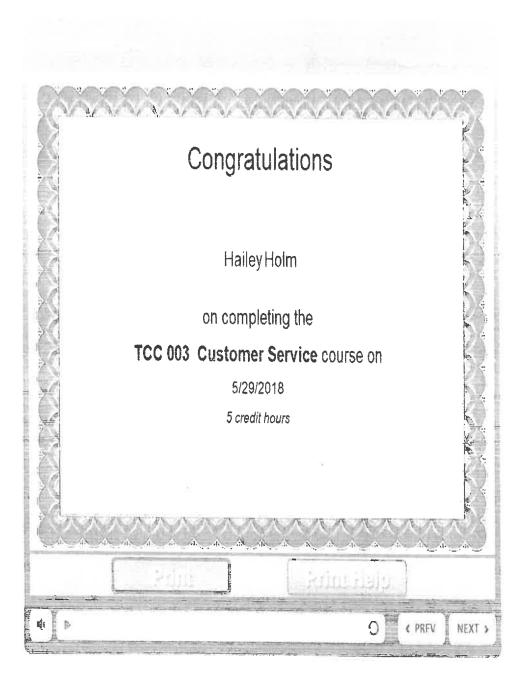


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Property Tax Oversight Certification and Training

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** 

nttp://liondarevende.com/pro	perty/r age	33/001110	iai_rrairiing_	rtogiotration and ay	The state of the s			
Reason for Applying								
✓ Initial Certification - \$25 fee	Recertifica	tion - \$5	fee Re	instatement of Certif	fication - \$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	siness email address: HHOLM@CITRUSTC.US			Business phone number: 352-341-6510				
Job title: Customer Service Representative IV								
Employed by: Citrus County Tax Collector					45 4			
I have completed the required hours of approved or recertification, or reinstatement for the following de	ourses and esignation:	passed	any required e	examinations for the co	ertification,			
Certified Florida Appraiser	ertified Flori	ida Evaluator						
Octanica Florida Conscisi			Collector Assistant					
Experience for Certification – If you are apply Florida property appraiser's office, Florida tax collepages as necessary). If you are applying for receremployment dates.	octor's office	Or With	The Florida De	oanment of Kevenue	tattacii additionai			
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 reinstatement for which you are applying (attach as of each approved course. If you are substituting you license issued by the Florida Real Estate Appraisatype below. Attach a copy of the license.	dditional pa our Certified	ges as n Resider	ecessary). Atta ntial Appraiser	ach documentation ve license or Certified Ge st your license numbe	eneral Appraiser r and 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 conformation provided on this form and any attachm	ertification,	recertific	ation, or reinst	atement. I certify that	all of the			
Signature:	ento are tru	o and co		S 13 - 25				



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



#### 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





#### HAILEY HOLM

for the successful completion of

#### **Driver License Preparatory Training - OLT**

by FLHSMV

12 Hours

**Date of Course Completion:** 7/2/2021





#### 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





#### 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



# ilearn

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



# ilearn

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



elearn

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

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





# iLearn

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



Property Tax Oversight, Certification and Training Team

Certifies that

#### **Hailey Holm**

has successfully completed

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

FLORIDA

Course Number: TC-0040C

March 3, 2025 30 credit hours



## **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.

	Nilda Jime	enez				
Previous Name(s)(if applicable):						
Documentation Included:						
County: Duval		Job Title: Branch Manag	-			
Certification Requested:	Certified F	Florida Collector Assistant				
Initial: 🗸		Reinstatement:				
Certification Date:	04/01/25					
	Application  ✓ Application with Required Signatures					
Application Fee						
Courses Listed on Applica						
Employment Dates Listed						
✓ Includes Current						
	perience v	with an Applicable Offic To: Present	e			
From:		To: Present				
TIOIII.		10.				
	Course	Information				
Course Name			Hours Credited	Documentation		
30-hours per 12D-19.003(3)(a)						
TCC 501 - Duties and Responsibilities of	of Florida Ta	ax Collectors	30	Attended Course		
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b>	of Florida Ta	ax Collectors	30	Attended Course		
· · · · · · · · · · · · · · · · · · ·				Attended Course  Attended Course		
90-hours per 12D-19.003(3)(b)	roperty Taxe					
90-hours per 12D-19.003(3)(b) TCC 503 - Collection and Distribution of Proceedings of the Collection and Distribution of Proceedings of the Collection and Distribution of Proceedings of the Collection and Distribution of Procedure (Collection and Distribution and Distribution and Distribution (Collection and Distribution and Distribution and Distribution and Distribution and Distribution (Collection and Distribution	roperty Taxe		30	Attended Course		
90-hours per 12D-19.003(3)(b)  TCC 503 - Collection and Distribution of Proceedings of Collection of Licenses, Taxes	roperty Taxe		30 30	Attended Course Attended Course		
90-hours per 12D-19.003(3)(b)  TCC 503 - Collection and Distribution of Proceedings of the Collection of Licenses, Taxes  TCC 001 - Bankruptcy	roperty Taxe		30 30 15	Attended Course Attended Course Attended Course		
90-hours per 12D-19.003(3)(b)  TCC 503 - Collection and Distribution of Proceedings of the Collection of Licenses, Taxes  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	roperty Taxe		30 30 15 10	Attended Course Attended Course Attended Course Attended Course		
90-hours per 12D-19.003(3)(b)  TCC 503 - Collection and Distribution of Proceedings of the Collection of Licenses, Taxes  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	roperty Taxe		30 30 15 10	Attended Course Attended Course Attended Course Attended Course		
90-hours per 12D-19.003(3)(b)  TCC 503 - Collection and Distribution of Proceedings of the Collection of Licenses, Taxes  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	roperty Taxe		30 30 15 10	Attended Course Attended Course Attended Course Attended Course		
90-hours per 12D-19.003(3)(b)  TCC 503 - Collection and Distribution of Proceedings of the Collection of Licenses, Taxes  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	roperty Taxe		30 30 15 10	Attended Course Attended Course Attended Course Attended Course		
90-hours per 12D-19.003(3)(b)  TCC 503 - Collection and Distribution of Proceedings of the Collection of Licenses, Taxes  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	roperty Taxe		30 30 15 10	Attended Course Attended Course Attended Course Attended Course		
90-hours per 12D-19.003(3)(b)  TCC 503 - Collection and Distribution of Proceedings of the Collection of Licenses, Taxes  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	roperty Taxe		30 30 15 10	Attended Course Attended Course Attended Course Attended Course		
90-hours per 12D-19.003(3)(b)  TCC 503 - Collection and Distribution of Proceedings of the Collection of Licenses, Taxes  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	roperty Taxe		30 30 15 10	Attended Course Attended Course Attended Course Attended Course		
90-hours per 12D-19.003(3)(b)  TCC 503 - Collection and Distribution of Proceedings of the Collection of Licenses, Taxes  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	roperty Taxe		30 30 15 10	Attended Course Attended Course Attended Course Attended Course		
90-hours per 12D-19.003(3)(b)  TCC 503 - Collection and Distribution of Proceedings of the Collection of Licenses, Taxes  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	roperty Taxe	es and Special Assessments	30 30 15 10 5	Attended Course Attended Course Attended Course Attended Course		
90-hours per 12D-19.003(3)(b)  TCC 503 - Collection and Distribution of Proceedings of the Collection of Licenses, Taxes  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	roperty Taxe		30 30 15 10	Attended Course Attended Course Attended Course Attended Course		

Notes:



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

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

CONTROL CONT		or cy/rage		al_Talling_TegistrationFride aymont.dopx
Reason	for Applying	ic sold the		
/ Init	ial Certification - \$25 fee 🔲 Annual R	ecertifica	ition - \$5 1	fee Reinstatement of Certification - \$5 fee
Applica	nt Information			
	t's name (as you would like it to appear on	the certific		
Busines	s email address: njimenez@coj.net			Business phone number: 904-255-4360
Job title:	Branch Manager			
Employe	ed by: Duval County Tax Collector			
Thave co	ompleted the required hours of approved coation, or reinstatement for the following des	urses and ignation:	passed a	any required examinations for the certification,
☐ Cei	ntified Florida Appraiser Cer	rtified Flor	ida Evalua	ator Certified Cadastralist of Florida
Cer	rtified Florida Collector	tified Flor	ida Collec	ctor Assistant
Florida p pages a employn	wonerty enorgicer's office. Finride tay collec	tor's office	a or with i	ertification, list at least two years' experience in a the Florida Department of Revenue (attach additiona statement, provide your current employer and
	e: Branch Manager			Employment Dates: March 2014 - present
Employe			<u> </u>	
Your Titl				Employment Dates:
		LW9-AMSTER WEST		
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-00380	c TCC002 - Effective Decision Making 10
TC-0037C	TCC 001 - Bankruptcy	15	TC-00390	c TC003 - Customer Service Training 5
Applica	ant Signature	建型编码	te di le	Service Control of the Control of th
am reg	uesting approval for Florida professional ce ion provided on this form and any attachme	rtification,	recertificate and cor	cation, or reinstatement. I certify that all of the proceed to the best of my knowledge.
Signatur				Date: 5-11-25



DR-4001 N. 10/21 Rule 12D-15.002, F.A.C. Effective 10/21 Page 1 of 2 TC

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 <a href="http://floridarevenue.com/property/Pages/Cofficial\_Training\_RegistrationAndPayment.aspx">http://floridarevenue.com/property/Pages/Cofficial\_Training\_RegistrationAndPayment.aspx</a>

Reason for Applying		QHANA			alowell sales
☑ initial Certification - \$25 fee ☐ Annual R	ecertificat	ion - \$5	fee	Reinstatement of Certificat	tion - \$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			Busin	ess phone number: 904-255-4360	)
Job title: Branch Manager					
Employed by: Duval County Tax Collector					
I have completed the required hours of approved co recertification, or reinstatement for the following des	urses and ignation:	passed	any re		
Certified Florida Appraiser Cer	tified Florid	da Evalu	ator	Certified Cadastralis	t of Florida
☐ Certified Florida Collector	tified Florid	la Colle	ctor As	ssistant	
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			Empl	oyment Dates: March 2014 - pres	ent
Employer:					
Your Title:		U	Empl	oyment 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 Taxon and Special Assessments	30				
Applicant Signature			notion	or coincide ment I certify that all	of the
I am requesting approval for Florida professional ce information provided on this form and any attachme	runcauon, nts are tru	recentific e and co	cation, prect t	o the best of my knowledge.	OI 1110
Signature: well muss		<u> </u>		Date: 3-11-2	

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

#### 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



#### Nilda Jimenez

on completing

### TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

January 5, 2024 5 credit hours



#### Nilda Jimenez

on completing

# TCC 002 - EFFECTIVE DECISION-MAKING IN THE WORKPLACE

Course Number: TC-0038C

on

March 9, 2024 10 credit hours



#### Nilda Jimenez

on completing

#### TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

April 27, 2024 15 credit hours





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 Jo	ones					
Previous Name(s)(if applicable):							
Documentation Included:							
County: Dade	1	Job Title: TC Customer	<u>_</u>	esentative II			
Certification Requested:	Certified I	Florida Collector Assistant					
Initial: 🗸	1	Reinstatement:					
Certification Date:	04/01/25						
	Ap	plication					
✓ Application with Required	✓ Application with Required Signatures						
✓ Application Fee							
Courses Listed on Applica							
Employment Dates Listed							
✓ Includes Current							
	perience	with an Applicable Offic	е				
From: 11/13/23		To: Present					
From: 3/6/23		To: 11/13/23					
	Course	e Information					
Course Name			Hours Credited	Documentation			
30-hours per 12D-19.003(3)(a)							
TCC 503 Collection & Distribution of Pro	perty Taxe	s and Special Assessments	30	Attended Course			
TCC 503 Collection & Distribution of Pro 90-hours per 12D-19.003(3)(b)	perty Taxe	s and Special Assessments	30	Attended Course			
	-		30	Attended Course			
90-hours per 12D-19.003(3)(b)	-						
90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax	-		30	Attended Course			
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 001 - Bankruptcy	-		30 15	Attended Course Attended Course			
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	Collector's	Office	30 15 10	Attended Course Attended Course Attended Course			
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making  TCC 003 - Customer Service Training	Collector's	Office	30 15 10 5	Attended Course Attended Course Attended Course Attended Course			
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making  TCC 003 - Customer Service Training	Collector's	Office	30 15 10 5	Attended Course Attended Course Attended Course Attended Course			
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making  TCC 003 - Customer Service Training	Collector's	Office	30 15 10 5	Attended Course Attended Course Attended Course Attended Course			
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making  TCC 003 - Customer Service Training	Collector's	Office	30 15 10 5	Attended Course Attended Course Attended Course Attended Course			
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making  TCC 003 - Customer Service Training	Collector's	Office	30 15 10 5	Attended Course Attended Course Attended Course Attended Course			
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making  TCC 003 - Customer Service Training	Collector's	Office	30 15 10 5	Attended Course Attended Course Attended Course Attended Course			
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making  TCC 003 - Customer Service Training	Collector's	Office	30 15 10 5	Attended Course Attended Course Attended Course Attended Course			
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making  TCC 003 - Customer Service Training	Collector's	Office ructor Led)	30 15 10 5 64	Attended Course Attended Course Attended Course Attended Course			
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making  TCC 003 - Customer Service Training	Collector's	Office	30 15 10 5	Attended Course Attended Course Attended Course Attended Course			

Notes:



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

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

Reasor	ı for Applying				mig_rogistrationAndr ayment.as	<b>J</b> A
<b>✓</b> Init	tial Certification - \$25 fee 🔲 Annu	al Recertifica	tion - \$5	fee [	Reinstatement of Certification -	\$5 fee
	ant 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:	10 Customer Service Rep 2					
	ed by: Miami-Dade Office of the Tax Co					
l have c recertific	ompleted the required hours of approve cation, or reinstatement for the following	d courses and designation:	passed a	any requ	ired examinations for the certification	η,
☐ Ce	rtified Florida Appraiser	Certified Flor	ida Evalu	ator	Certified Cadastralist of F	orida
☐ Ce	rtified Florida Collector	Certified Flori	da Collec	tor Assi	stant	
pages a	ence for Certification – If you are ap property appraiser's office, Florida tax co s necessary). If you are applying for rec nent dates.	mector s omice	a or with	the Hori	da Department of Devenue (attach e	dditional
Employe	er:Miami Dade Tax Collector					
Your Tit	le:Tax Records Specialist 2			Employ	ment Dates: 3/6/2023 - 11/13/2023	
Employe	<sup>er:</sup> Miami Dade Tax Collector					
Your Tit	le:Senior Tax Records Specialist			Employ	ment 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-00390	TCC	003 - Customer Service Training	5
	TCC 002 - Effective Decision-Making in the Workpla	ce 10	TC-00360	C TCC 503 - 0	Collection and Distribution of Property Taxes and Special Assessments	30
I am req informat	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.					
Signatur	Denuse fon				Date: 04/02/2025	



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

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

Reasor	for Applying	orty), age	or outlie	// (			пенказрх
		Recertifica	tion - \$5	5 fee	F	Reinstatement of Certifi	i <b>cation -</b> \$5 fee
AND SHOP SHOULD BE SHOULD	ınt Information						
	t's name (as you would like it to appear on		ate): D	enise Jo	ones		
	Business email address: Denise.Jones@miamidade.gov Business phone number: 305-375-1646					1646	
Job title:	16 Customer Service Rep 2						
	ed by: Miami-Dade Office of the Tax Collec						
I have co recertific	ompleted the required hours of approved or ation, or reinstatement for the following de	ourses and signation:	passed	any red	quired	examinations for the ce	rtification,
Cer	tified Florida Appraiser	rtified Flori	da Evalı	uator		Certified Cadastra	alist of Florida
		rtified Flori					
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.							
	<sup>r:</sup> Miami Dade Tax Collector			7.00 - 2-4-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 - 2-10 -	Y 12 ( ) ( ) ( )	<u> 1964 - 1970 - 1970 - 1970 - 1970 - 1970 - 1970 - 1970 - 1970 - 1970 - 1970 - 1970 - 1970 - 1970 - 1970 - 1970</u>	
Your Titl	e;Tax Records Specialist 2			Emplo	ymer	nt Dates:3/6/2023 - 11/13	3/2023
Employe	<sup>er:</sup> Miami Dade Tax Collector			L			
Your Titl	e:Senior Tax Records Specialist			Emplo	ymer	nt Dates: <sub>11/13/2023</sub> - Cu	rrent
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 Fkorlda Tax Collector's Office	30					
TC-0024C	Driver License Preparatory Training - Virtual Instructor -LED Training	64					
l am req informati	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.						
Signatur	· Dense And					Date: 04/02/2025	

#### **Denise Jones**

on completing

#### TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

April 15, 2024 15 credit hours



#### **Denise Jones**

on completing

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

Course Number: TC-0038C

on

April 16, 2024 10 credit hours



#### **Denise Jones**

on completing

#### TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

April 17, 2024 5 credit hours



#### **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



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 Ser		
Certification Requested:	Certified F	Florida Collector Assistant		
Initial: 🗸		Reinstatement:		
Certification Date:	12/01/24			
	Ар	plication		
✓ Application with Required		-		
✓ Application Fee				
✓ Courses Listed on Applic	ation			
✓ Employment Dates Listed				
✓ Includes Curren				
	kperience v	with an Applicable Offic	е	
From: 07/26/11		To: Present		
From:		To:		
		1.6.41		
	Course	Information	I	T
Course Name			Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)				
30-110u15 per 12D-13.003(3)(a)				
TCC 501 - Duties and Responsibilities	of Florida Ta	ax Collectors	30	Attended Course
TCC 501 - Duties and Responsibilities  90-hours per 12D-19.003(3)(b)				
TCC 501 - Duties and Responsibilities			30	Attended Course
TCC 501 - Duties and Responsibilities  90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of F	Collector's	Office	30	
TCC 501 - Duties and Responsibilities  90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax	Collector's	Office	30	Attended Course
TCC 501 - Duties and Responsibilities  90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of F	Collector's	Office	30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities  90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of F  TCC 001 - Bankruptcy	Collector's	Office	30 30 15	Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities  90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of F  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	Collector's	Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities  90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of F  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	Collector's	Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities  90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of F  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	Collector's	Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities  90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of F  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	Collector's	Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities  90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of F  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	Collector's	Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities  90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of F  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	Collector's	Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities  90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of F  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	Collector's	Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities  90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of F  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	Collector's	Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities  90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of F  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	Collector's	Office es and Special Assessments	30 30 15 10 5	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities  90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of F  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	Collector's	Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course

Notes:



DR-4001 N. 10/21 Rule 12D-16,002, F.A.C. Effective 10/21 Page 1 of 2

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 <a href="http://floridarevenue.com/property/Pages/Cofficial\_Training\_RegistrationAndPayment.aspx">http://floridarevenue.com/property/Pages/Cofficial\_Training\_RegistrationAndPayment.aspx</a>

Reason for Applying		VI LIII		g_rtogionation inter dymential	N. H. K.
✓ Initial Certification - \$25 fee  Annual I	Recertifica	tion - \$5	fee	Reinstatement of Certification -	\$5 fee
Applicant Information					
Applicant's name (as you would like it to appear or	the certific	ate): Jeni	nifer L. Lar	rivee	
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 c recertification, or reinstatement for the following de	ourses and signation:	passed	any require	ed examinations for the certification	١,
Certified Florida Appraiser	ertified Flori	ida Evalu	ator	Certified Cadastralist of FI	orida
Certified Florida Collector	rtified Flori	da Collec	ctor Assista	int	
Experience for Certification – If you are apply Florida property appraiser's office, Florida tax colle pages as necessary). If you are applying for recert employment dates.  Employer: Nassau County Tax Collector	ctor's office	e, or with	the Florida statement,	provide your current employer an	aditional
Your Title: Customer Service Manager			Employme	ent Dates: <sub>07/26/2011</sub> - Present	
Employer:					
Your Title:			Employme	ent 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-00360	TCC 503-	Collection & Distrubution of Property Tax	30
TC-0041C TCC 502- Leadership & Management Skills	30	TC-00370		TCC 001 Bankrupcy	15
Applicant Signature  I am requesting approval for Florida professional conformation provided on this form and any attachm Signature:	ertification, ents are tru	recertific ue and co	ation, or re rrect to the	instatement. I certify that all of the best of my knowledge.  Date: 01/30/2025	1 3 K - 2



DR-4001 N. 10/21 Rule 12D-16,002, F.A.C. Effective 10/21 Page 1 of 2 TC

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 <a href="http://floridarevenue.com/property/Pages/Cofficial\_Training\_RegistrationAndPayment.aspx">http://floridarevenue.com/property/Pages/Cofficial\_Training\_RegistrationAndPayment.aspx</a>

✓ Init	ial Certification - \$25 fee 🔲 Annual	Recertification	on - \$5	fee Reins	tatement of Certific	cation - \$5 fee
Applica	ant Information					
Applican	t's name (as you would like it to appear or	the certificate	e): Jer	nifer L. Larrivee		
Business	s email address: jlarrivee@nassautaxes.co	om		Business phone	number: <sub>904-491-74</sub>	16
Job title:	Customer Service Manager					
	ed by: Nassau County Tax Collector					
I have co	ompleted the required hours of approved of ation, or reinstatement for the following de	courses and passignation:	assed	any required exam	ninations for the cer	tification,
Cer	tified Florida Appraiser	ertified Florida	Evalu	iator 🗀	Certified Cadastra	list of Florida
Cer	tified Florida Collector	ertified Florida	Colle	ctor Assistant		
Employe	e:Customer Service Manager			Employment Dat	es:07/26/2011 - Pre	esent
Employe					0112012011 110	
Your Title	e:			Employment Dates:		
reinstate of each a license is	red Courses – List each course you have ment for which you are applying (attach a approved course. If you are substituting you assued by the Florida Real Estate Appraisa bow. Attach a copy of the license.	dditional page our Certified R	s as r esidei	ecessary). Attach ntial Appraiser lice nore courses, list y	documentation veri nse or Certified Ger our license number	fying completion neral Appraiser and 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				
I am regi	Int Signature Uesting approval for Florida professional of on provided on this form and any attachm	ertification, re	certific	ation, or reinstate	ment. I certify that a	II of the
Signature				Date		

Property Tax Oversight, Certification and Training Team



Certifies that

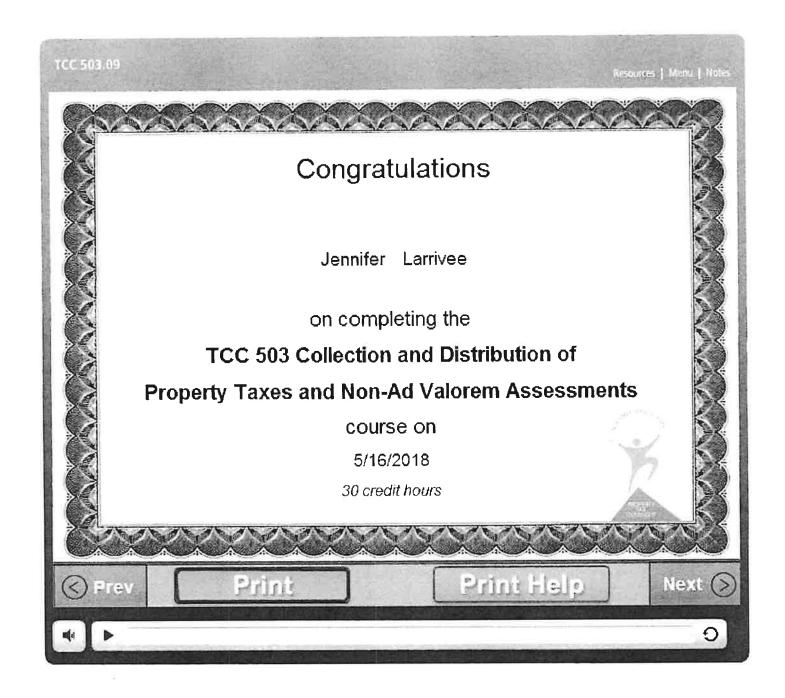
#### Jennifer Larrivee

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

January 22-26, 2018



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

### Jennifer Larrivee

on completing

#### TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

November 5, 2024 15 credit hours



#### Jennifer Larrivee

on completing

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

Course Number: TC-0038C

on

November 12, 2024 10 credit hours



#### 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 Se		anager			
Certification Requested:	Certified Florida Collector Assist	ant				
Initial: 🗸	Reinstatement:					
Certification Date:	03/01/25					
A 11 (1						
Application  ✓ Application with Required Signatures						
✓ Application Fee	Signatures					
✓ Courses Listed on Applica	ation					
✓ Employment Dates Listed						
✓ Includes Current						
✓ Two Years of Ex	perience with an Applicable O	ffice				
From: 01/05/21	To: Present					
From:	To:					
	Course Information					
Course Name		Hours Credited	Documentation			
30-hours per 12D-19.003(3)(a)						
30-hours per 12D-19.003(3)(a)						
<b>30-hours per 12D-19.003(3)(a)</b> TCC 501 - Duties and Responsibilities of	of Florida Tax Collectors	30	Attended Course			
	of Florida Tax Collectors	30	Attended Course			
TCC 501 - Duties and Responsibilities		30	Attended Course			
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b)	Collector's Office					
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax	Collector's Office	30	Attended Course			
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 504 - Collection of Licenses, Taxes	Collector's Office	30 30	Attended Course Attended Course			
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 504 - Collection of Licenses, Taxes  TCC 001 - Bankruptcy	Collector's Office	30 30 15	Attended Course Attended Course Attended Course			
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course			
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course			
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course			
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course			
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course			
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course			
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course			
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course			
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10 5	Attended Course Attended Course Attended Course Attended Course			

Yes

No

Notes:

Committee recommends certification:



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

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	al_Training_NegistrationAndrayment.aspx				
✓ Initial Certification - \$25 fee	fee 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 a recertification, or reinstatement for the following designation:	any required examinations for the certification,				
Certified Florida Appraiser Certified Florida Evalua	ator Certified Cadastralist of Florida				
☐ Certified Florida Collector	ctor 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:	1767202111000110				
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 TC00420	C Collection of Licenses, Taxes & Fees 30				
Applicant Signature  I am requesting approval for Florida professional certification, recertification provided on this form and any attachments are true and consignature:	ation, or reinstatement. I certify that all of the rrect to the best of my knowledge.  Date:				



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

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** 

Reason for Applying								
Applicant Information	Applicant Information							
Applicant's name (as you would like it to appear or	the certific	ate): Me						
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 Cour								
I have completed the required hours of approved or recertification, or reinstatement for the following de	ourses and signation:	passed	any req	uired examinations for the certification	on,			
☐ Certified Florida Appraiser ☐ Ce	ertified Flori	da Evalı	uator	Certified Cadastralist of	Florida			
☐ Certified Florida Collector ✓ Ce	ertified Florid	da Colle	ctor Ass	sistant				
Experience for Certification – If you are apply Florida property appraiser's office, Florida tax colle pages as necessary). If you are applying for recert employment dates.	ctor's office	, or with	the Flo	rida Department of Revenue (attach	additional			
Employer: Office of Will Roberts, Volusia County T	ax Collecto	r						
Your Title: Motorist Services Branch Manager			Emplo	yment Dates: 1/5/2021-Present				
Employer:								
Your Title:			Emplo	yment Dates:				
Approved Courses – List each course you have reinstatement for which you are applying (attach ac of each approved course. If you are substituting you license issued by the Florida Real Estate Appraisatype below. Attach a copy of the license.	dditional pag our Certified	ges as r Reside	necessai ntial App	ry). Attach documentation verifying or praiser license or Certified General Aurses, list your license number and li	Appraiser cense			
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 c information provided on this form and any attachm	ertification, ents are tru	recertifice and co	cation, co	the best of my knowledge.	ne			
Signature: My M Curt				Date: 3.13.2025				

### 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 McLaugh	lin		
Previous Name(s)(if applicable):				
Documentation Included:				
County: Lake			Representative II	
Certification Requested:	·	Collector Assis	<u>tant</u>	
Initial: 🗸		statement:		
Certification Date:	04/01/25			
	Applica	ntion		
✓ Application with Required		111011		
✓ Application Fee	o.g. ratar oc			
✓ Courses Listed on Applica	ation			
✓ Employment Dates Listed				
✓ Includes Current				
✓ Two Years of Ex			Office	
From: 03/06/23		Present		
From:	To:			
		41		
	Course Info	ormation	1	_
Course Name			Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)				
TCC 503 Collection & Distribution of Pro	perty Taxes and	Special Assessm	ents 30	Attended Course
90-hours per 12D-19.003(3)(b)				
FLHSMV - Driver License Preparatory Tr	aining (Online)		12	Attended Course
FLHSMV - Heavy Vehicle Use Tax			1	Attended Course
FLHSMV - Information and Cyber Securi	y Awareness Trai	ning	0.50	Attended Course
AAMVA - Counterfeits and Alterations			0.75	Attended Course
AAMVA - Birth Certificates			0.50	Attended Course
AAMVA - Canadian Travel, Citizenship a	nd Immigration Do	cuments	1	Attended Course
AAMVA - Canadian Birth Certificates, Dri			0.75	Attended Course
AAMAAA Driver Lieenee and ID Cords	ve and Vehicle Do	cuments	0.75	Attended Course
AAMVA - Driver License and ID Cards	ve and Vehicle Do	ocuments	0.75	Attended Course
AAMVA - Introduction to Covert Features		ocuments		
		ocuments	0.75	Attended Course

Committee recommends certification:			Yes				No	
-------------------------------------	--	--	-----	--	--	--	----	--

**Total Hours** 

0.75

0.50

51

Attended Course

Attended Course

Notes: Total Hours: 120.33

AAMVA - Mexican Documents

AAMVA - Military ID Cards



## Certification Application Checklist Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Brian M	cLauç	ghli	n					
Previous Name(s)(if applicable):									
Documentation Included:									
County: Lake					Customer		resen	tative II	
Certification Requested:	Certified				ctor Assis	stant			
Initial: 🗸	1 - 4 / - 4 / - 4		eins	state	ment:				
Certification Date:	04/01/2	)							
Application									
✓ Application with Required	Signatu	res							
✓ Application Fee									
✓ Courses Listed on Applica									
✓ Employment Dates Listed									
✓ Includes Current					oliooblo (	⊃#:			
✓ Two Years of Ex	penence			<u>ı App</u> Pres		JIIICE	<del>;</del>		
From:		-	o. o:	ries	CIIL				
110111.			0.						
	Cours	se In	ıfo	rma	tion				
Course Name							Hours Credi		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 Documen	ts						(	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								).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
					Γotal Hou	ırs	3	9.33	

Notes:



Certification Application Checklist
Certified Florida Collector/Certified Florida Collector Assistant Chapter 12D-19, F.A.C.

	Brian McL	aughlin		
Previous Name(s)(if applicable):				
Documentation Included:				
County: Lake		Job Title: Customer F		
Certification Requested:	Certified F	lorida Collector Assista	ant	
Initial: 🗸		Reinstatement:		
Certification Date:	04/01/25			
Application with Required		plication s		
✓ Application Fee				
✓ Courses Listed on Applica	tion			
✓ Employment Dates Listed				
✓ Includes Current				
	perience v	vith an Applicable Of	ffice	
From: 03/06/23		To: Present		
From:		To:		
	Course	Information		
Course Name			Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)				
30-hours per 12D-19.003(3)(a)				
90-hours per 12D-19.003(3)(b)				
, , , , , , , , , , , , , , , , , , , ,	and Fees		30	Attended Course
90-hours per 12D-19.003(3)(b)	and Fees		30	Attended Course
90-hours per 12D-19.003(3)(b)	and Fees		30	Attended Course
90-hours per 12D-19.003(3)(b)	and Fees		30	Attended Course
90-hours per 12D-19.003(3)(b)	and Fees		30	Attended Course
90-hours per 12D-19.003(3)(b)	and Fees		30	Attended Course
90-hours per 12D-19.003(3)(b)	and Fees		30	Attended Course
90-hours per 12D-19.003(3)(b)	and Fees		30	Attended Course
90-hours per 12D-19.003(3)(b)	and Fees		30	Attended Course
90-hours per 12D-19.003(3)(b)	and Fees		30	Attended Course
90-hours per 12D-19.003(3)(b)	and Fees		30	Attended Course
90-hours per 12D-19.003(3)(b)	and Fees		30	Attended Course
90-hours per 12D-19.003(3)(b)	and Fees		30	Attended Course
90-hours per 12D-19.003(3)(b)	and Fees		30	Attended Course
90-hours per 12D-19.003(3)(b)	and Fees			Attended Course
90-hours per 12D-19.003(3)(b)	and Fees	Total Hour		Attended Course
90-hours per 12D-19.003(3)(b)		Total Hours		Attended Course

Notes:

Page 1

Application for Florida Professional Certification

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

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** 

Reason for Applying							
✓ Initial Certification - \$25 fee							
Applicant Information							
Applicant's name (as you would like it to appear or	the certifica	,		lcLaughlin			
Business email address: n/a	Business email address: n/a Business phone number: 352-343-9602						
Job title: Customer Representative I	I						
Employed by: Office of The Lake County Tax							
I have completed the required hours of approved or recertification, or reinstatement for the following de	ourses and signation:	passed a	any require	d examinations for the certification	on,		
Certified Florida Appraiser	ertified Florid	da Evalu	ator	Certified Cadastralist of	Florida		
☐ Certified Florida Collector	ertified Floric	da Collec	tor Assista	nt			
Experience for Certification – If you are apply Florida property appraiser's office, Florida tax colle pages as necessary). If you are applying for recert employment dates.	ector's office tification or	, or with	the Florida	Department of Revenue (attach	additional		
Employer: Office of The Lake County Tax Co	ollector				4		
Your Title: Customer Representative II			Employme	nt Dates: 3/06/2023 - pre	sent		
Employer:							
Your Title:			Employme	nt Dates:			
Approved Courses – List each course you have reinstatement for which you are applying (attach as of each approved course. If you are substituting you license issued by the Florida Real Estate Appraisatype below. Attach a copy of the license.	dditional pag our Certified Il Board for c	ges as ne Resident one or mo	ecessary). <i>A</i> tial Apprais	Attach documentation verifying of er license or Certified General A s, list your license number and license	appraiser cense		
No. Course Title	Hours	No.		Course Title	Hours		
TC-0001C Counterfeits & Alterations	.75 (45 min)	TC-0003C	Vehicle Ide	entification Documents	.83 (50 min)		
TC-0002C Driver's License & ID Cards	.75 (45 min)	TC-0005C	Birth Certi	ficates	.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  O3/13/2025							



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

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** 

Reason for Applying							
✓ Initial Certification - \$25 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	r					
I have completed the required hours of approved or recertification, or reinstatement for the following de-	Jui ses anu	passed a	any required	d examinations for the certification	on,		
Certified Florida Appraiser Ce	rtified Flori	da Evalu	ator	Certified Cadastralist of F	Florida		
Certified Florida Collector	rtified Flori	da Collec	tor Assistar	nt			
Experience for Certification – If you are apply Florida property appraiser's office, Florida tax collepages as necessary). If you are applying for recert employment dates.	ctor's office ification or	e, or with	the Florida İ	Department of Revenue (attach	additional		
Employer: Office of The Lake County Tax Co	llector						
Your Title: Customer Representative II			Employmer	nt Dates: 03/06/2023 - pr	esent		
Employer:							
Your Title:			Employmer	nt Dates:			
Approved Courses – List each course you have reinstatement for which you are applying (attach ac of each approved course. If you are substituting you license issued by the Florida Real Estate Appraisal type below. Attach a copy of the license.	lditional pa ur Certified	ges as ne Residen	ecessary). A tial Appraise	Attach documentation verifying or er license or Certified General A , list your license number and lic	ppraiser ense		
No. Course Title	Hours	No.		Course Title	Hours		
TC-0006C Canadian BC, Driver and Vehicle Documents	.75 (45 min)	TC-0008C	Internal Fra	oud for Staff	.75 (45 min)		
TC-0007C Canadian Travel, Citizenship, & Immigration Docs	1.0 (60 min)	TC-0009C	Introductio	n 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							



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

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** 

Reason fo	or Applying							
✓ Initial Certification - \$25 fee								
Applicant	Applicant Information							
Applicant's name (as you would like it to appear on the certificate): Brian McLaughlin								
	email address: n/a			Business p	hone number: 352-343-9602			
	Customer Representative II							
Employed b	by: Office of The Lake County Tax	Collector	-					
Thave com	pleted the required hours of approved con, or reinstatement for the following de	ourses and	passed	any required	d examinations for the certification	n,		
Certific	ed Florida Appraiser Ce	rtified Flori	da Evalu	ıator	Certified Cadastralist of F	lorida		
Certific	ed Florida Collector	rtified Flori	da Colle	ctor Assistar	nt			
Florida prop pages as n employmer	ce for Certification – If you are apply perty appraiser's office, Florida tax colle ecessary). If you are applying for recert nt dates.  Office of The Lake County Tax Co	ctor's office ification or	, or with	the Florida	Department of Revenue (attach	additional		
Your Title:	Customer Representative II	nicotoi		Employme	nt Dates: 03/06/2023 - pre	sent		
Employer:	Customer Representative in			. ,	03/00/2020 - pro	,30111		
Your Title:				Employme	nt Dates:			
reinstateme of each app license issu type below	d Courses – List each course you have ent for which you are applying (attach ac proved course. If you are substituting yo ued by the Florida Real Estate Appraisal . Attach a copy of the license.	lditional pagur Certified Board for d	ges as n Resider one or m	ecessary). <i>A</i> ntial Apprais	Attach documentation verifying co er license or Certified General Ap , list your license number and lic	opraiser ense		
No.	Course Title	Hours	No.		Course Title	Hours		
TC-0010C In	ntroduction to Fraud	1.0 (60 min)	TC-00120	Military ID (	Cards	.50 (30 min)		
TC-0011C M	exican Documents	.75 (45 min)	TC-00130	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:  Date: 03/13/2025								
	Brian R. McLaughlin				00/10/2020			



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

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** 

Reason for Applying							
✓ Initial Certification - \$25 fee							
Applicant Information	Applicant Information						
Applicant's name (as you would like it to appear on	the certific			cLaughlin			
Business email address: n/a Business phone number: 352-343-9602							
Job title: Customer Representative II							
Employed by: Office of The Lake County Tax							
I have completed the required hours of approved c recertification, or reinstatement for the following de	ourses and signation:	passed a	any required	d examinations for the certification	on,		
Certified Florida Appraiser Ce	ertified Flori	da Evalua	ator	Certified Cadastralist of	Florida		
☐ Certified Florida Collector ✓ Ce	rtified Florid	da Collec	ctor Assistar	nt			
Experience (os Centificatione santative 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 Co	ollector						
Your Title: Customer Representative II			Employme	nt Dates: 3/06/2023 - prese	ent		
Employer:							
Your Title:			Employme	nt Dates:			
Approved Courses – List each course you have reinstatement for which you are applying (attach ac of each approved course. If you are substituting yo license issued by the Florida Real Estate Appraisatype below. Attach a copy of the license.	dditional pag ur Certified	ges as ne Residen	ecessary). <i>A</i> tial Apprais	Attach documentation verifying of er license or Certified General A	ppraiser		
No. Course Title	Hours	No.		Course Title	Hours		
TC-0014C Security Features	1.0 (60 min)	TC-0016C	Travel Docu	uments	.75 (45 min)		
TC-0015C Social Security Cards	.50 (30 min)	TC-0017C	U.S. Immig	ration Documents	.75 (45 min)		
Applicant Signature	a wtifi a a ti a sa	no oo wiifi o	ation or roll	cotate we set I contify that all of the			
I am requesting approval for Florida professional or information provided on this form and any attachment	ents are tru	e and co	rrect to the	best of my knowledge.	e		
Signature: Brian R. McLaughlin				Date: 3/13/2025			

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Application for

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

### 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** 

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 or	the certific	ate):		McLaughlin			
Business email address: n/a			Business p	hone number: 352-343-9602			
Job title: Customer Representative II							
Employed by: Office of The Lake County Tax							
I have completed the required hours of approved of recertification, or reinstatement for the following de	ourses and signation:	passed	any required	d examinations for the certificatio	n,		
☐ Certified Florida Appraiser ☐ Ce	ertified Flori	da Evalu	ator	Certified Cadastralist of F	lorida		
Certified Florida Collector	ertified Flori	da Collec	ctor Assistar	nt			
Florida property appraiser's office, Florida tax colle	<b>Experience for Certification</b> – If you are applying for your <b>initial certification</b> , 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 <b>recertification</b> or for <b>reinstatement</b> , provide your current employer and employment dates.						
Employer: Office of The Lake County Tax Co	ollector						
Your Title: Customer Representative	I		Employmer	nt Dates: 3/06/2023 - pre	sent		
Employer:							
Your Title:			Employmer	nt Dates:			
reinstatement for which you are applying (attach as of each approved course. If you are substituting you	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						
No. Course Title	Hours	No.		Course Title	Hours		
TC-0018C CDL Module 1	2.5	TC-0020C	CDL Module	23	.75 (45 min)		
TC-0019C CDL Module 2	.75 (45 min)	TC-0021C	CDL Module	2 4	.75 (45 min)		
Applicant Signature							
I am requesting approval for Florida professional c information provided on this form and any attachm	ertification, ents are tru	recertific e and co	ation, or reir rrect to the b	nstatement. I certify that all of the best of my knowledge.	!		
Signature: Brian R. McLaughlin				Date: 03/13/2025			



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

Property Tax Oversight Certification and Training

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Reason for Applying								
X 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 or	Applicant's name (as you would like it to appear on the certificate):  Brian McLaughlin							
Business email address: n/a			Business p	hone number: 352-343-9602				
Job title: Customer Representative II								
Employed by: Office of The Lake County Tax	( Collector	r						
I have completed the required hours of approved of recertification, or reinstatement for the following de	ouises and	passed a	any required	d examinations for the certificatio	n,			
Certified Florida Appraiser	ertified Flori	da Evalu	ator	Certified Cadastralist of F	lorida			
Certified Florida Collector	ertified Flori	da Collec	ctor Assistar	nt				
Experience for Certification – If you are apply Florida property appraiser's office, Florida tax colle pages as necessary). If you are applying for recer employment dates.	ector's office tification or	e, or with	the Florida	Department of Revenue (attach a	additional			
Employer: Office of The Lake County Tax C	ollector							
Your Title: Customer Representative II			Employme	nt Dates: 3/06/2023 - present				
Employer:								
Your Title:			Employme	nt Dates:				
Approved Courses – List each course you have reinstatement for which you are applying (attach as of each approved course. If you are substituting you license issued by the Florida Real Estate Appraisation type below. Attach a copy of the license.	dditional pag our Certified	ges as ne Residen	ecessary). <i>A</i> tial Apprais	Attach documentation verifying co er license or Certified General Ap	praiser			
No. Course Title	Hours	No.		Course Title	Hours			
TC 0025C Driver License Preparatory Training Online	12.0	TC 00450	C 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 of	ertification	recertific:	ation or rei	nstatement. I certify that all of the	1			
information provided on this form and any attachm	ents are tru	e and co	rrect to the	best of my knowledge.	,			
Signature: Brian R. McLaughlin	1			<sup>D</sup> 🖰 3/13/2025				



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

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** 

Reason for Applying							
X 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): Brian McLaughlin							
Business email address: n/a	n/a 352-343-9602						
Job title: Customer Representative II							
Employed by: Office of The Lake County Tax	Collecto	r					
I have completed the required hours of approved of recertification, or reinstatement for the following de	ourses and	passed a	any required	d examinat	ions for the certificatio	n,	
Certified Florida Appraiser	ertified Flori	da Evalua	ator	☐ Cer	tified Cadastralist of F	lorida	
Certified Florida Collector	ertified Flori	da Collec	tor Assistar	nt			
Experience for Certification – If you are apply Florida property appraiser's office, Florida tax colle pages as necessary). If you are applying for recer employment dates.	ector's office	e, or with t	the Florida Î	Departmen	it of Revenue (attach a	additional	
Employer: Office of The Lake County Tax C	ollector						
Your Title: Customer Representative II			Employmer	nt Dates:	3/06/2023 - pre	sent	
Employer:		•			-		
Your Title:			Employmer	nt Dates:			
Approved Courses – List each course you have reinstatement for which you are applying (attach a of each approved course. If you are substituting you license issued by the Florida Real Estate Appraisatype below. Attach a copy of the license.	dditional pa our Certified	ges as ne Resident	ecessary). A tial Appraise	Attach docu er license d	imentation verifying co or Certified General Ap	praiser	
No. Course Title	Hours	No.			e Title	Hours	
CC 0036¢ TCC 503 Coll. & Dist. of Prop Taxes & S.	A 30.0	TC 0038	CTCC 002 I	Effective D	ecision Making in WP	10.0	
TC 0037¢ TCC 001 Bankruptcy	15.0	TC 0039	C 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					13/2025		



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

Property Tax Oversight Certification and Training

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Reason for Applying					
X 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):  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:					
Certified Florida Appraiser Ce	Certified Florida Evaluator				
Certified Florida Collector	Certified Florida Collector Assistant				
<b>Experience for Certification</b> – If you are applying for your <b>initial certification</b> , 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 <b>recertification</b> or for <b>reinstatement</b> , 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, & Fee	<sub>s</sub> 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: Brian R. McLauahlin				Data 13/2025	





#### **BRIAN MCLAUGHLIN**

for the successful completion of

**Driver License Preparatory Training - OLT** 

by FLHSMV

12 Hours





#### **BRIAN MCLAUGHLIN**

for the successful completion of

Heavy Vehicle Use Tax (HVUT) - 2021

by FLHSMV

1 Hours 0 Minutes





#### **BRIAN MCLAUGHLIN**

for the successful completion of

**Information and Cyber Security Awareness for External Entities - 2023** 

by FLHSMV

0 Hours 30 Minutes





#### **BRIAN MCLAUGHLIN**

for the successful completion of

**AAMVA FDR 2024: Counterfeits and Alterations** 

by External Training

0 Hours 45 Minutes





#### **BRIAN MCLAUGHLIN**

for the successful completion of

**AAMVA FDR 2024: Birth Certificates** 

by External Training

0 Hours 30 Minutes





#### **BRIAN MCLAUGHLIN**

for the successful completion of

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

by External Training

1 Hours 0 Minutes





#### **BRIAN MCLAUGHLIN**

for the successful completion of

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

by External Training

0 Hours 45 Minutes





#### **BRIAN MCLAUGHLIN**

for the successful completion of

**AAMVA FDR 2024: Driver Licenses and ID Cards** 

by External Training

0 Hours 45 Minutes





#### **BRIAN MCLAUGHLIN**

for the successful completion of

**AAMVA FDR 2024: Introduction to Covert Features** 

by External Training

0 Hours 45 Minutes





#### **BRIAN MCLAUGHLIN**

for the successful completion of

**AAMVA FDR 2024: Internal Fraud for Staff** 

by External Training

0 Hours 45 Minutes





#### **BRIAN MCLAUGHLIN**

for the successful completion of

**AAMVA FDR 2024: Introduction to Fraud** 

by External Training

1 Hours 0 Minutes





#### **BRIAN MCLAUGHLIN**

for the successful completion of

#### **AAMVA FDR 2024: Mexican Documents**

by External Training

0 Hours 45 Minutes





#### **BRIAN MCLAUGHLIN**

for the successful completion of

**AAMVA FDR 2024: Military ID Cards** 

by External Training

0 Hours 30 Minutes





#### **BRIAN MCLAUGHLIN**

for the successful completion of

**AAMVA FDR 2024: People and Actions** 

by External Training

0 Hours 45 Minutes





#### **BRIAN MCLAUGHLIN**

for the successful completion of

**AAMVA FDR 2024: Security Features** 

by External Training

1 Hours 0 Minutes





#### **BRIAN MCLAUGHLIN**

for the successful completion of

**AAMVA FDR 2024: Social Security Cards** 

by External Training

0 Hours 30 Minutes





#### **BRIAN MCLAUGHLIN**

for the successful completion of

**AAMVA FDR 2024: Vehicle Identification Documents** 

by External Training

0 Hours 50 Minutes





#### **BRIAN MCLAUGHLIN**

for the successful completion of

#### **AAMVA FDR 2024: Travel Documents**

by External Training

0 Hours 45 Minutes





#### **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







#### **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







#### **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





#### **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





#### **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



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 Ne	eal				
Previous Name(s)(if applicable):						
Documentation Included:		John Titler Tealerinal Co	:-!:-4 !!			
County: Charlotte	Contifical	Job Title: Technical Sp Torida Collector Assistar				
Certification Requested: Initial: ✓	ıı 1					
Certification Date:	J					
Certification Date.	04/01/25					
	Ар	plication				
✓ Application with Required Signatures						
✓ Application Fee						
✓ Courses Listed on Applic	ation					
✓ Employment Dates Listed						
✓ Includes Curren						
	kperience v	with an Applicable Offi	ce			
From: 01/05/22		To: Present				
From:		To:				
	Cauraa	Information				
	Course	Information	Hours	1		
Course Name			Credited	Documentation		
30-hours per 12D-19.003(3)(a)						
TCC 501 - Duties and Responsibilities	of Florida Ta	ax 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 F	Property Taxe	es and Special Assessment	s 30	Attended Course		
TCC 504 - Collection of Licenses, Taxes	and Fees		30	Attended Course		
		Total Hours	120			

Yes

No

Notes:

Committee recommends certification:



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

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					
✓ Initial Certification - \$25 fee	Recertifica	tion - \$5	fee <b>F</b>	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 c recertification, or reinstatement for the following de	ourses and signation:	passed a	any required	examinations for the certification	١,
Certified Florida Appraiser Co	ertified Flori	da Evalu	ator	Certified Cadastralist of F	orida
Certified Florida Collector	ertified Flori	da Collec	tor Assistan	t	
<b>Experience for Certification</b> – If you are applying for your <b>initial certification</b> , 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 <b>recertification</b> or for <b>reinstatement</b> , provide your current employer and employment dates.					
Employer: Charlotte County Tax Collector					
Your Title: Technical Specialist II			Employmer	nt Dates: 01/05/2022- CURRENT	
Employer:		'			
Your Title:			Employmer	nt 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-00360	TCC-503 Col	I & 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			4! ! - :	atatawa ant I and that all at all at all	
I am requesting approval for Florida professional conformation provided on this form and any attachm	ertification, ents are tru	recertifica e and coi	ation, or rein rrect to the b	istatement. I certify that all of the best of my knowledge.	
	tally signed e: 2025.03.1	•		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



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



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



Property Tax Oversight, Certification and Training Team

Certifies that

## **Kaelyn Neal**

has successfully completed

# TCC 501 - DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

FLORIDA DEPARTMENT OF REVENUE

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.

	Marian Nosa	ıl		
Name to Appear on Certificate:  Previous Name(s)(if applicable):				
Documentation Included:				
County: Citrus	Jo	ob Title: HR Directo	or	
Certification Requested:	Certified Flor	rida Collector Assist	tant	
Initial:	R	einstatement:	✓	
Certification Date:	05/01/25			
	Appli	ication		
✓ Application with Required				
✓ Application Fee				
✓ Courses Listed on Applica	ation			
✓ Employment Dates Listed				
✓ Includes Current				
✓ Two Years of Ex	perience witl	h an Applicable O	ffice	
From: 03/31/25		Γo: Present		
From: 1/28/02	T	Го: 8/31/23		
	Course Ir	nformation		
Course Name			Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)				
TCC 501 - Duties and Responsibilities of	of Florida Tax (	Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)				
TCC 502 - Management of a Florida Tax			30	Attended Course
				Attended Course Attended Course
TCC 502 - Management of a Florida Tax	roperty Taxes a			
TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	roperty Taxes a		ents 30	Attended Course
TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	roperty Taxes a		ents 30	Attended Course
TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	roperty Taxes a		ents 30	Attended Course
TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	roperty Taxes a		ents 30	Attended Course
TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	roperty Taxes a		ents 30	Attended Course
TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	roperty Taxes a		ents 30	Attended Course
TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	roperty Taxes a		ents 30	Attended Course
TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	roperty Taxes a		ents 30	Attended Course
TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	roperty Taxes a		ents 30	Attended Course
TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	roperty Taxes a		ents 30	Attended Course
TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	roperty Taxes a		ents 30 30	Attended Course
TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	roperty Taxes a	and Special Assessme	ents 30 30	Attended Course

Notes:



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Property Tax Oversight Certification and Training

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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 F	Recertifica	ition - \$5	fee 🗸	Reinstatement of Certification -	- \$5 fee	
Applicant Information						
Applicant's name (as you would like it to appear on	the certific	cate): Mar	ian Nosal			
Business email address: mnosal@citrustc.us			Business p	hone number: 352-341-7037		
Job title: HR Director						
Employed by: Citrus County Tax Collector						
I have completed the required hours of approved or recertification, or reinstatement for the following des	ourses and signation:	passed	any require	d examinations for the certification	n,	
☐ Certified Florida Appraiser ☐ Ce	rtified Flori	ida Evalu	ator	Certified Cadastralist of F	lorida	
☐ Certified Florida Collector ✓ Ce	rtified Flori	da Collec	ctor Assista	nt		
Experience for Certification – If you are apply Florida property appraiser's office, Florida tax collection pages as necessary). If you are applying for recert employment dates.	ctor's office	e, or with	the Florida	Department of Revenue (attach a	additional	
Employer: Citrus County Tax Collector						
Your Title: HR Director			Employme	nt Dates: 3/31/25-Present		
Employer: Citrus County Tax Collector						
Your Title: Admin Director			Employme	nt Dates: <sub>1/28/02-11/30/21,12/5/2</sub>	2-8/31/23	
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 Collection & Distribution of Property Taxes	30	TCC D641	ıç S	Strategic Management	30	
TCCധ്വൂ fhe Collection of Licenses, Taxes and Fees	30	TCC 200	Duties & Re	esponsibilities of Florida Tax Collectors	30	
Applicant Signature  I am requesting approval for Florida professional ceinformation provided on this form and any attachmed Signature:	ertification, ents are tru	recertific le and co	ation, or rei	nstatement. I certify that all of the best of my knowledge.  Date:		



## 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

Rene Lewis Director, Property Tax Oversight Florida Department of Revenue

Tallahassee, Florida Property Tax Administration Program

Certifies that

Marian Nosal

has successfully completed the course TCC 501, **Duties & Responsibilites 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

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

THE STREET

John R. Everton, Chairman Admissions Committee

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

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: As	sociate III		
Certification Requested:	Certified Florida Collect	or Assistant		
Initial: 🗸	Reinstatem	ent:		
Certification Date:	04/01/25			
	Application			
✓ Application with Required	Signatures			
✓ Application Fee				
Courses Listed on Applica	tion			
✓ Employment Dates Listed				
✓ Includes Current		a a la la Offica		
From: 03/11/22	perience with an Appli To: Preser		!	
From:	To:	IL		
FIOIII.	10.			
	Course Information			
Course Name			Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)				
TCC 501 - Duties and Responsibilities of	f Florida Tax Collectors		30	Attended Course
90-hours per 12D-19.003(3)(b)				
TCC 503 - Collection and Distribution of P	operty Taxes and Special A	Assessments	30	Attended Course
	· · · · · · · · · · · · · · · · · · ·	1		
FLHSMV - Driver License Preparatory Tra	* *		64	Attended Course
FLHSMV - Driver License Preparatory Tra	* *		64	Attended Course
FLHSMV - Driver License Preparatory Tra	* *		64	Attended Course
FLHSMV - Driver License Preparatory Tra	* *		64	Attended Course
FLHSMV - Driver License Preparatory Tra	* *		64	Attended Course
FLHSMV - Driver License Preparatory Tra	* *		64	Attended Course
FLHSMV - Driver License Preparatory Tra	* *		64	Attended Course
FLHSMV - Driver License Preparatory Tra	* *		64	Attended Course
FLHSMV - Driver License Preparatory Tra	* *		64	Attended Course
FLHSMV - Driver License Preparatory Tra	* *		64	Attended Course
FLHSMV - Driver License Preparatory Tra	* *		64	Attended Course
FLHSMV - Driver License Preparatory Tra	* *		64	Attended Course
FLHSMV - Driver License Preparatory Tra	* *		64	Attended Course
FLHSMV - Driver License Preparatory Tra	nining (Instructor Led)	tal Hours		Attended Course
FLHSMV - Driver License Preparatory Tra	nining (Instructor Led)	tal Hours	124	Attended Course

Notes:



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Property Tax Oversight Certification and Training

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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						
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 COLLEC						
I have completed the required hours of approved of recertification, or reinstatement for the following de	ourses and signation:	passed	any required examinations for the certification,	•		
Certified Florida Appraiser Co	ertified Flori	da Evalu	ator Certified Cadastralist of Flo	orida		
☐ Certified Florida Collector ✓ Ce	ertified Flori	da Collec	ctor Assistant			
Experience for Certification – If you are apply Florida property appraiser's office, Florida tax collepages as necessary). If you are applying for receremployment dates.	ctor's office	, or with	the Florida Department of Revenue (attach ad	lditional		
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-00240	Driver's License Preparatory Training	64		
TC-0036C TCC 503 Collection & Distributions of Property Taxes & Special Assessments	30					
Applicant Signature			Allow and the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the state of the stat			
I am requesting approval for Florida professional c information provided on this form and any attachm	ertification, ents are tru	recertific e and co	ation, or reinstatement. I certify that all of the rrect to the best of my knowledge.			
Signature: Oliver Monica Dig	itally signed e: 2025.03.	l by Olive	er.Monica Date:			





#### **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 C	lsen		
Previous Name(s)(if applicable):				
Documentation Included:				
County: Lake		Job Title: Compliance R	eview Officer	
Certification Requested:	Certified F	Florida Collector Assistant		
Initial: 🗸		Reinstatement:		
Certification Date:	05/01/25			
	Ар	plication		
✓ Application with Required	l Signature	es		
✓ Application Fee				
Courses Listed on Application	ation			
✓ Employment Dates Listed				
✓ Includes Curren				
✓ Two Years of Ex	perience v	with an Applicable Office	е	
From: 03/06/23		To: Present		
From:		To:		
	Course	e Information		
Course Name			Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)				
TCC 503 Collection & Distribution of Pro	perty Taxes	s 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 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: Yes		No

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 O	lsen		
Previous Name(s)(if applicable):				
Documentation Included:				
County: Lake		Job Title: Compliance R	eview Officer	
Certification Requested:	Certified F	lorida Collector Assistant		
Initial: ✓	05/01/25	Reinstatement:		
Certification Date:				
	Λn	plication		
✓ Application with Required				
✓ Application Fee	Olgriature			
✓ Courses Listed on Applica	ation			
✓ Employment Dates Listed				
✓ Includes Current		ent		
		with an Applicable Offic	<u> </u>	
From: 03/06/23		To: Present		
From:		To:		
		•		
	Course	Information		
Course Name			Hours	Documentation
			Credited	
30-hours per 12D-19.003(3)(a)			Credited	
			Credited	
			Credited	
30-hours per 12D-19.003(3)(a)			Credited 1	Attended Course
30-hours per 12D-19.003(3)(a) 90-hours per 12D-19.003(3)(b)				
30-hours per 12D-19.003(3)(a)  90-hours per 12D-19.003(3)(b)  AAMVA - Introduction to Fraud			1	Attended Course
30-hours per 12D-19.003(3)(a)  90-hours per 12D-19.003(3)(b)  AAMVA - Introduction to Fraud  AAMVA - Mexican Documents			1 0.75	Attended Course Attended Course
30-hours per 12D-19.003(3)(a)  90-hours per 12D-19.003(3)(b)  AAMVA - Introduction to Fraud  AAMVA - Mexican Documents  AAMVA - Military ID Cards			1 0.75 0.50	Attended Course Attended Course Attended Course
30-hours per 12D-19.003(3)(a)  90-hours per 12D-19.003(3)(b)  AAMVA - Introduction to Fraud  AAMVA - Mexican Documents  AAMVA - Military ID Cards  AAMVA - People and Actions			1 0.75 0.50 0.75	Attended Course Attended Course Attended Course Attended Course
30-hours per 12D-19.003(3)(a)  90-hours per 12D-19.003(3)(b)  AAMVA - Introduction to Fraud  AAMVA - Mexican Documents  AAMVA - Military ID Cards  AAMVA - People and Actions  AAMVA - Security Features			1 0.75 0.50 0.75	Attended Course Attended Course Attended Course Attended Course Attended Course
30-hours per 12D-19.003(3)(a)  90-hours per 12D-19.003(3)(b)  AAMVA - Introduction to Fraud  AAMVA - Mexican Documents  AAMVA - Military ID Cards  AAMVA - People and Actions  AAMVA - Security Features  AAMVA - Social Security Cards			1 0.75 0.50 0.75 1 0.50	Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course
30-hours per 12D-19.003(3)(a)  90-hours per 12D-19.003(3)(b)  AAMVA - Introduction to Fraud  AAMVA - Mexican Documents  AAMVA - Military ID Cards  AAMVA - People and Actions  AAMVA - Security Features  AAMVA - Social Security Cards  AAMVA - Travel Documents	y Awarenes	s Training	1 0.75 0.50 0.75 1 0.50 0.75	Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course
30-hours per 12D-19.003(3)(a)  90-hours per 12D-19.003(3)(b)  AAMVA - Introduction to Fraud  AAMVA - Mexican Documents  AAMVA - Military ID Cards  AAMVA - People and Actions  AAMVA - Security Features  AAMVA - Social Security Cards  AAMVA - Travel Documents  AAMVA - U.S. Immigration Documents	y Awarenes	s Training	1 0.75 0.50 0.75 1 0.50 0.75 0.75	Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course
30-hours per 12D-19.003(3)(a)  90-hours per 12D-19.003(3)(b)  AAMVA - Introduction to Fraud  AAMVA - Mexican Documents  AAMVA - Military ID Cards  AAMVA - People and Actions  AAMVA - Security Features  AAMVA - Social Security Cards  AAMVA - Travel Documents  AAMVA - U.S. Immigration Documents  FLHSMV - Information and Cyber Securit	y Awarenes	s Training	1 0.75 0.50 0.75 1 0.50 0.75 0.75 0.50	Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course
30-hours per 12D-19.003(3)(a)  90-hours per 12D-19.003(3)(b)  AAMVA - Introduction to Fraud  AAMVA - Mexican Documents  AAMVA - Military ID Cards  AAMVA - People and Actions  AAMVA - Security Features  AAMVA - Social Security Cards  AAMVA - Travel Documents  AAMVA - U.S. Immigration Documents  FLHSMV - Information and Cyber Securit  AAMVA - CDL Module 1	y Awarenes	s Training	1 0.75 0.50 0.75 1 0.50 0.75 0.75 0.50 2.5	Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course
30-hours per 12D-19.003(3)(a)  90-hours per 12D-19.003(3)(b)  AAMVA - Introduction to Fraud  AAMVA - Mexican Documents  AAMVA - Military ID Cards  AAMVA - People and Actions  AAMVA - Security Features  AAMVA - Social Security Cards  AAMVA - Travel Documents  AAMVA - U.S. Immigration Documents  FLHSMV - Information and Cyber Securit  AAMVA - CDL Module 1  AAMVA - CDL Module 2	y Awarenes	s Training  Total Hours	1 0.75 0.50 0.75 1 0.50 0.75 0.75 0.50 2.5 0.75	Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course

Yes

No

Notes:

Committee recommends certification:



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 R	Review Office	r
Certification Requested:	Certified	Florid	la Collector Assistant	t	
Initial: 🗸		Rei	nstatement:		
Certification Date:	05/01/25				
	A	plic	ation		
✓ Application with Required	Signatur	es			
✓ Application Fee					
✓ Courses Listed on Application	ation				
✓ Employment Dates Listed					
✓ Includes Current					
	perience		an Applicable Offic	e	
From: 03/06/23			: Present		
From:		То	):		
	Cours	<u>e Inf</u>	ormation		
Course Name				Hours	Documentation
				Credited	Documentation
30-hours per 12D-19.003(3)(a)					
00 110 a10 por 122 101000(0)(a)					
10 Hours por 122 House(e)(a)					
90-hours per 12D-19.003(3)(b)					
	aining (Onl	ine)		12	Attended Course
90-hours per 12D-19.003(3)(b) FLHSMV - Driver License Preparatory Tr	raining (Onl	ine)		12	Attended Course Attended Course
90-hours per 12D-19.003(3)(b)	aining (Onl	ine)			
90-hours per 12D-19.003(3)(b) FLHSMV - Driver License Preparatory Tr	aining (Onl	ine)			
90-hours per 12D-19.003(3)(b) FLHSMV - Driver License Preparatory Tr	aining (Onl	ine)			
90-hours per 12D-19.003(3)(b) FLHSMV - Driver License Preparatory Tr	aining (Onl	ine)			
90-hours per 12D-19.003(3)(b) FLHSMV - Driver License Preparatory Tr	aining (Onl	ine)			
90-hours per 12D-19.003(3)(b) FLHSMV - Driver License Preparatory Tr	aining (Onl	ine)			
90-hours per 12D-19.003(3)(b) FLHSMV - Driver License Preparatory Tr	aining (Onl	ine)			
90-hours per 12D-19.003(3)(b) FLHSMV - Driver License Preparatory Tr	aining (Onl	ine)			
90-hours per 12D-19.003(3)(b) FLHSMV - Driver License Preparatory Tr	aining (Onl	ine)			
90-hours per 12D-19.003(3)(b) FLHSMV - Driver License Preparatory Tr	aining (Onl	ine)			
90-hours per 12D-19.003(3)(b) FLHSMV - Driver License Preparatory Tr	aining (Onl	ine)			
90-hours per 12D-19.003(3)(b) FLHSMV - Driver License Preparatory Tr	aining (Onl	ine)			
90-hours per 12D-19.003(3)(b) FLHSMV - Driver License Preparatory Tr	aining (Onl	ine)	Total Hours	1	
90-hours per 12D-19.003(3)(b) FLHSMV - Driver License Preparatory Tr	aining (Onl	ine)	Total Hours		

Notes:

Page 1

#### **Application for Florida Professional Certification**

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

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

nttp://floridarevenue.com/pro	beπy/Page	S/COTTICIA	ai_ i raining	j_RegistrationAndPayment.as	рх
Reason for Applying					
✓ Initial Certification - \$25 fee ✓ Annual	Recertifica	tion - \$5	fee	Reinstatement of Certification	- \$5 fee
Applicant Information					
Applicant's name (as you would like it to appear or	the certific	í R	Richard C	Disen	
Business email address: n/a Business phone number: 352-343-9602					
Job title: Compliance Review Office					
Employed by: Office of The Lake County Tax	Collector	r			
I have completed the required hours of approved or recertification, or reinstatement for the following de	ouises and	passed a	any required	examinations for the certification	n,
☐ Certified Florida Appraiser ☐ Ce	ertified Flori	da Evalua	ator	Certified Cadastralist of F	-lorida
☐ Certified Florida Collector	rtified Flori	da Collec	tor Assistan	nt	
Experience for Certification – If you are apply Florida property appraiser's office, Florida tax collepages as necessary). If you are applying for recert employment dates.	ector's office tification or	e, or with t	the Florida ĺ	Department of Revenue (attach a	additional
Employer: Office of The Lake County Tax Co	ollector				
Your Title: Compliance Review Officer			Employmer	nt Dates: 03/06/2023 - pre	esent
Employer:					
Your Title:			Employmer	nt 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 Ide	ntification Documents	.50 (30 min)
TC-0002C Driver's License & ID Cards	.75 (45 min)	TC-0005C	Birth Certifi	icates	.50 (30 min)
Applicant Signature  I am requesting approval for Florida professional conformation provided on this form and any attachm Signature:  Richard E Olsen	ertification, ents are tru	recertifica e and cor	ation, or rein rect to the b	nstatement. I certify that all of the pest of my knowledge.  Date: 4/22/2025	<b>;</b>
1(10100010001				U-1/22/2020	



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

Property Tax Oversight Certification and Training

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Property Tax Oversight Certification and Training Online Registration at http://floridarevenue.com/property/Pages/Cofficial\_Training\_RegistrationAndPayment.aspx

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Reason for Applying						
✓ Initial Certification - \$25 fee  Annual R	Recertification -	\$5 fe	ee 🔲 Re	einstater	ment of Certification	- \$5 fee
Applicant Information						
Applicant's name (as you would like it to appear on	the certificate):		Richard (	_		
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 correcertification, or reinstatement for the following des	Jui ses anu pass	ed an	ıy required e	examinat	ions for the certification	n,
Certified Florida Appraiser Ce	rtified Florida E\	/aluato	or	☐ Ce	rtified Cadastralist of l	Florida
☐ Certified Florida Collector	rtified Florida Co	ollecto	or Assistant			
<b>Experience for Certification</b> – If you are applying for your <b>initial certification</b> , 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 <b>recertification</b> or for <b>reinstatement</b> , provide your current employer and employment dates.					additional	
Employer: Office of The Lake County Tax Co	llector					
Your Title: Compliance Review Officer	•	Er	mployment	Dates:	03/06/2023 - p	resent
Employer:		•				
Your Title:		Er	mployment	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	٥.		Cours	se Title	Hours
TC-0006C Canadian BC, Driver and Vehicle Documents	.75 (45 min) TC-00	)08C	Internal Frauc	d for Staff		.75 (45 min)
TC-0007C Canadian Travel, Citizenship, & Immigration Docs	1.0 (60 min) TC-00	)09C	Introduction t	to Covert Fe	eatures	.75 (45 min)
Applicant Signature						
I am requesting approval for Florida professional ce information provided on this form and any attachme	rtification, recer	tification	ion, or reins	tatement	t. I certify that all of the	9
0: 1 1	nits are true and	COITE				
Richard E Olsen			-	04/2	<del>22/2025</del>	



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

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							
✓ 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): 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:							
☐ Certified Florida Appraiser ☐ Co							
Certified Florida Collector							
<b>Experience for Certification</b> – If you are applying for your <b>initial certification</b> , 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 <b>recertification</b> or for <b>reinstatement</b> , 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		.50 (30 min)		
TC-0011C Mexican Documents	.75 (45 min)	TC-0013C	People and Actions .75		.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			



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

Property Tax Oversight Certification and Training

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

Tittp://ilondarevenue.com/prop	Jerty/Page	5/0011101	ıaı_ı ralı liriç	<u>J_RegistiationAndFayment.as</u>	bx			
Reason for Applying								
✓ Initial Certification - \$25 fee	Recertificat	tion - \$5	fee	Reinstatement of Certification	- \$5 fee			
Applicant Information								
Applicant's name (as you would like it to appear or	Applicant's name (as you would like it to appear on the certificate): Richard Olsen							
Business email address: n/a	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	r						
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 ☐ Ce	Certified Florida Appraiser							
Certified Florida Collector	ertified Flori	da Collec	ctor Assistar	nt				
<b>Experience for Certification</b> – If you are applying for your <b>initial certification</b> , 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 <b>recertification</b> or for <b>reinstatement</b> , 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		.75 (45 min)			
TC-0015C Social Security Cards	.50 (30 min)	TC-0017C	U.S. Immigration Documents .75		.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						



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

Property Tax Oversight Certification and Training

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

nitp://ilondarevenue.com/property	nttp://fioridarevenue.com/property/Pages/Coπiciai_Training_RegistrationAndPayment.aspx						
Reason for Applying							
✓ Initial Certification - \$25 fee							
Applicant Information							
pplicant's name (as you would like it to appear on the certificate):  Richard Olsen							
Business email address: n/a		E	Business phone number: 352-343-9602				
Job title: Compliance Review Officer							
Employed by: Office of The Lake County Tax Co	llector						
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	☐ Certified Florida Appraiser ☐ Certified Florida Evaluator ☐ Certified Cadastralist of Florida						
☐ Certified Florida Collector	Certified Florida Collector Certified Florida Collector Assistant						
<b>Experience for Certification</b> – If you are applying for your <b>initial certification</b> , 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 <b>recertification</b> or for <b>reinstatement</b> , 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.							
	ours	No.		Course Title	Hours		
TC-0018C CDL Module 1	2.5	TC-0020C	CDL Module 3	3	.75 (45 min)		
TC-0019C CDL Module 2 .75	(45 min)	TC-0021C	C DL Module 4 .75 (		.75 (45 min)		
Applicant Signature  I am requesting approval for Florida professional certific information provided on this form and any attachments  Signature: Richard E Olsen	cation, re are true	ecertificat and corr	ect to the be	statement. I certify that all of the est of my knowledge.	<b>;</b>		



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

Property Tax Oversight Certification and Training

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

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Reason for Applying						
X 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):  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	Collecto	r				
I have completed the required hours of approved or recertification, or reinstatement for the following de	ourses and	l passed a	any required	d examinations for the certificatio	n,	
☐ Certified Florida Appraiser ☐ Ce	ertified Flori	ida Evalu	ator	Certified Cadastralist of F	lorida	
Certified Florida Collector	rtified Flori	da Collec	tor Assistar	nt		
<b>Experience for Certification</b> – If you are applying for your <b>initial certification</b> , 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 <b>recertification</b> or for <b>reinstatement</b> , provide your current employer and employment dates.						
Employer: Office of The Lake County Tax Co	ollector					
Your Title: Compliance Review Officer			Employmer	<sup>nt Dates:</sup> 03/06/2023 - pre	sent	
Employer:						
Your Title:			Employmer	nt 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	TC00360	TCC 50	3 Collect & Dist of Property Taxes	30.0	
TC0039¢ TCC 003 Customer Service	5.0	TC0042C	TCC 504 C	ollect 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.						
Richard E Olsen				Date: 4/22/2025		

05/09/2025



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

Property Tax Oversight Certification and Training

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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):  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	Collecto	r					
I have completed the required hours of approved or recertification, or reinstatement for the following de	ouises and	passed a	any required	d examinations for the certificatio	n,		
Certified Florida Appraiser	ertified Flori	da Evalu	ator	Certified Cadastralist of F	lorida		
Certified Florida Collector	ertified Flori	da Collec	ctor Assistar	nt			
<b>Experience for Certification</b> – If you are applying for your <b>initial certification</b> , 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 <b>recertification</b> or for <b>reinstatement</b> , provide your current employer and employment dates.							
Employer: Office of The Lake County Tax Co	ollector						
Your Title: Compliance Review Officer			Employme	nt Dates: 03/06/2023 - prese	ent		
Employer:		1					
Your Title:			Employme	nt 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 Veh	nicle Use Tax	1.00		
TC0045C Cyber Security	0.50	TC00380	TCC 002	Effective Decision-Making	10.00		
Applicant Signature							
I am requesting approval for Florida professional c information provided on this form and any attachm					;		
Signature: Richard E Olsen			111100	Date: 05/09/2025			



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

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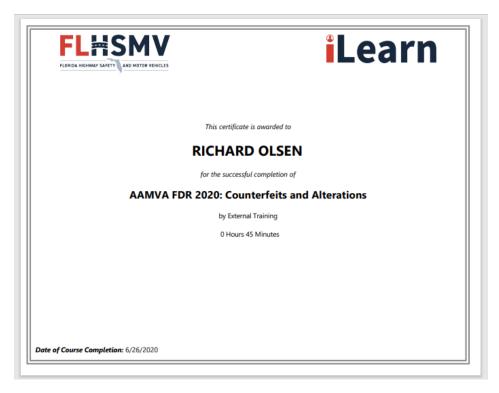
Property Tax Oversight Certification and Training Online Registration at http://floridarevenue.com/property/Pages/Cofficial Training RegistrationAndPayment.aspx

Thttp://filoridareverlae.com/property/r ages/oomolai_training_registration/andr ayment.aspx							
Reason for Applying							
X 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):  Richard Olsen							
Business email address: n/a Business phone number: 352-343-9602							
Job title: Compliance Review Office							
Employed by: Office of The Lake County Tax	Collecto	<u> </u>					
I have completed the required hours of approved of recertification, or reinstatement for the following de	ouises and	passed	any require	ed examinations for the certificatio	n,		
☐ Certified Florida Appraiser ☐ C	ertified Flori	da Evalu	ator	Certified Cadastralist of F	lorida		
Certified Florida Collector	ertified Flori	da Colle	ctor Assista	ant			
<b>Experience for Certification</b> – If you are applying for your <b>initial certification</b> , 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 <b>recertification</b> or for <b>reinstatement</b> , provide your current employer and employment dates.							
Employer: Office of The Lake County Tax C	ollector						
Your Title: Compliance Review Officer			Employm	ent Dates: 03/06/2023 - pr	resent		
Employer:							
Your Title:			Employm	ent 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 of information provided on this form and any attachm					;		
Signature:  Richard E Olsen  Date: 04/22/2025							

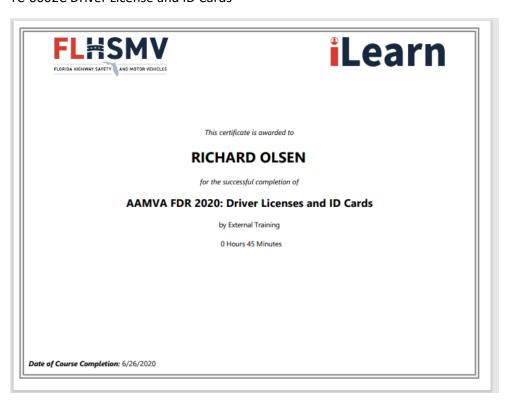
05/09/2025

## Richard Olsen - CFA and CFCA Courses -

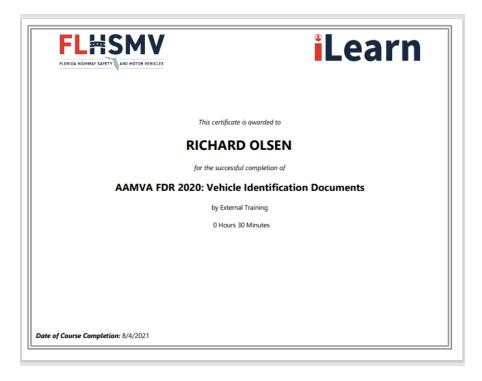
## TC-0001C Counterfeits and Alterations



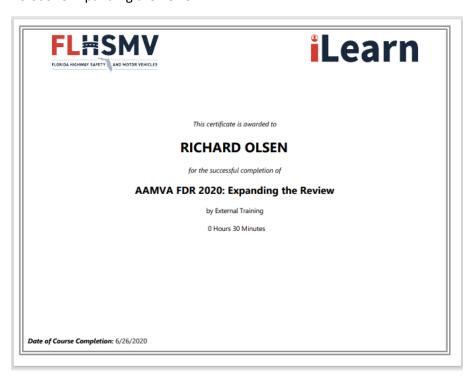
## TC-0002C Driver License and ID Cards



## TC-0003C Vehicle Identification Documents



## TC-0004C Expanding the Review



## TC-0005C Birth Certificates





This certificate is awarded to

## **RICHARD OLSEN**

for the successful completion of

#### **AAMVA FDR 2020: Birth Certificates**

by External Training

0 Hours 30 Minutes

Date of Course Completion: 6/5/2020

## TC-0006C





This certificate is awarded to

## **RICHARD OLSEN**

for the successful completion of

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

by External Training

0 Hours 45 Minutes





## **RICHARD OLSEN**

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: 6/25/2020

## TC-0008C





This certificate is awarded to

## **RICHARD OLSEN**

for the successful completion of

**AAMVA FDR 2020: Internal Fraud for Staff** 

by External Training

0 Hours 45 Minutes





#### **RICHARD OLSEN**

for the successful completion of

#### **AAMVA FDR 2020: Introduction to Covert Features**

by External Training

0 Hours 45 Minutes

Date of Course Completion: 6/29/2020

## TC-0010C





This certificate is awarded to

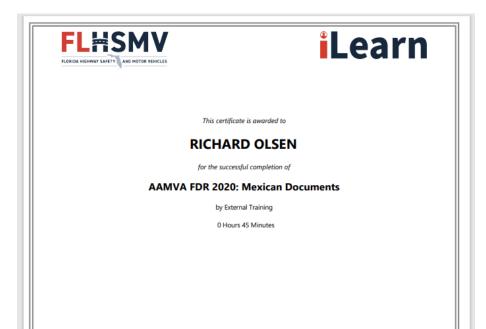
## **RICHARD OLSEN**

for the successful completion of

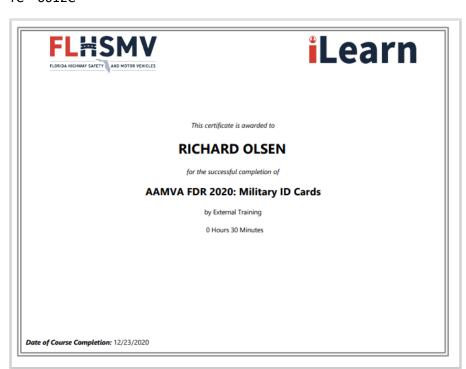
**AAMVA FDR 2020: Introduction to Fraud** 

by External Training

1 Hours 0 Minutes



## TC - 0012C







## **RICHARD OLSEN**

for the successful completion of

## **AAMVA FDR 2020: People and Actions**

by External Training

0 Hours 45 Minutes

Date of Course Completion: 6/29/2020

## TC - 0014C





This certificate is awarded to

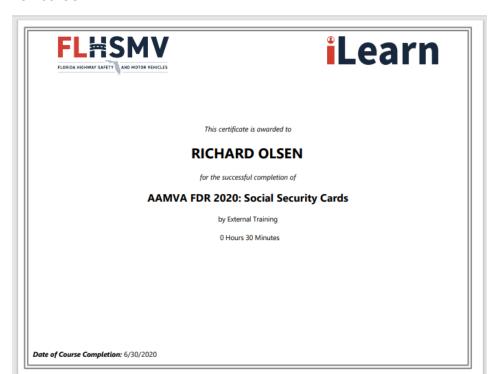
#### **RICHARD OLSEN**

for the successful completion of

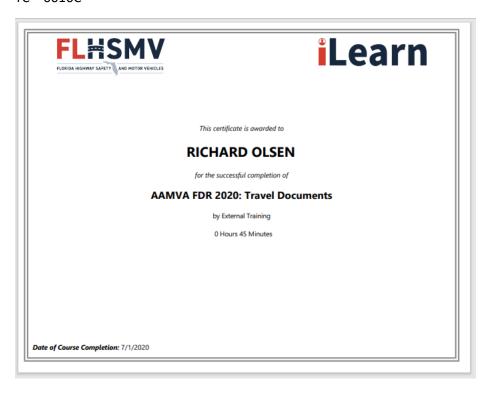
## **AAMVA FDR 2020: Security Features**

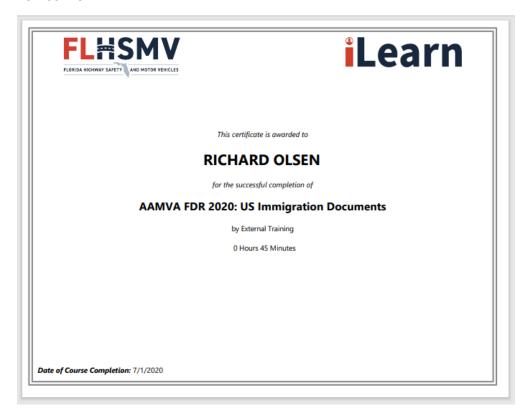
by External Training

1 Hours 0 Minutes



## TC - 0016C





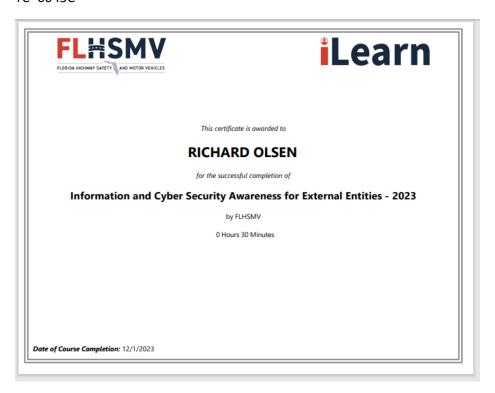
## TC-0027C



## 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







## RICHARD OLSEN

for the successful completion of

**AAMVA CDL 2024: Module 1 - Introduction to CDL Licensing** 

by External Training

2 Hours 30 Minutes





## RICHARD OLSEN

for the successful completion of

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

by External Training

0 Hours 45 Minutes





## RICHARD OLSEN

for the successful completion of

**AAMVA CDL 2024: Module 3 - CDL Knowledge Tests Overview** 

by External Training

0 Hours 45 Minutes





## 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





## **RICHARD OLSEN**

for the successful completion of

## **Driver License Preparatory Training - OLT**

by FLHSMV

12 Hours



# 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







## **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





Certification Application Checklist
Certified Florida Collector/Certified Florida Collector Assistant Chapter 12D-19, F.A.C.

Name to Appear on Certificate:				
	nuska			
Previous Name(s)(if applicable):				
Documentation Included:				
County: Volusia		Job Title: Tax Analyst		
Certification Requested:	lorida Collector Assistant			
Initial: 🗸				
Certification Date:				
	Apı	olication		
✓ Application with Required	Signature	S		
✓ Application Fee				
✓ Courses Listed on Applica	ation			
✓ Employment Dates Listed				
✓ Includes Current	Employm	ent		
		vith an Applicable Office	Э	
From: 01/05/21	•	To: Present		
From:		To:		
		1		
	Course	Information		
			Hours	
Course Name			Credited	Documentation
30-hours per 12D-19.003(3)(a)				
30-110u15 per 12D-13.003(3)(a)				
TCC 501 - Duties and Responsibilities of	of Florida Ta	x Collectors	30	Attended Course
. ,,,,	of Florida Ta	x Collectors	30	Attended Course
TCC 501 - Duties and Responsibilities of			30	Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b)	Collector's C	Office		
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax	Collector's C	Office	30	Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of Pr	Collector's C	Office	30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of Pr	Collector's C	Office	30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of Pr	Collector's C	Office	30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of Pr	Collector's C	Office	30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of Pr	Collector's C	Office	30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of Pr	Collector's C	Office	30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of Pr	Collector's C	Office	30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of Pr	Collector's C	Office	30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of Pr	Collector's C	Office	30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of Pr	Collector's C	Office	30 30	Attended Course Attended Course

120

No

Yes

Notes:

Committee recommends certification:



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

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							
	Recertifica	tion - \$5	fee	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 Count							
I have completed the required hours of approved or recertification, or reinstatement for the following de	courses and esignation:	passed	any require	d examinations for the certificatio	n,		
Certified Florida Appraiser	ertified Flori	ida Evalu	ator	Certified Cadastralist of F	lorida		
☐ Certified Florida Collector ✓ Ce	ertified Flori	da Collec	ctor Assista	nt			
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 7	ax Collecto	or					
Your Title: Tax Analyst			Employme	ent Dates: 1/5/2021-Present			
Employer:							
Your Title:			Employme	ent 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	TC00360	Collection &	Distribution-Property Taxes & Special Assessments	30		
TC0041C Leadership & Mgmt. Skills-FL Tax Collector's office	30	TC00420	Collect	ion of Licenses, Taxes & Fees	30		
Applicant Signature  I am requesting approval for Florida professional of information provided on this form and any attachmous Signature:	ertification, ents are tru	recertific le and co	ation, or re rrect to the	nstatement. I certify that all of the best of my knowledge.  Date:  3 - / 2 - 25			

# 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

DEPARTMENT OF REVENUE OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEVIEW OF BENEV

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.

			_			
		r on Certificate:	Elbert Pag	gan		
		(s)(if applicable):				
		Included:				
County: Orange Job Title: Chief Information Officer						
Certification Requested: Certified Florida Collector Assistant						
Initial: ✓ Reinstatement: Certification Date: 05/01/25						
Certific	ation Da	te:	05/01/25			
			Λn	plication		
<b>√</b>	Annlica	tion with Required		•		
<b>V</b> ✓		tion Fee	Olgriature	,,,		
<u> </u>		s Listed on Applica	ation			
<b>√</b>		ment Dates Listed				
	V	Includes Current		nent		
	✓	Two Years of Ex	perience v	with an Applicable Office	Э	
From:	12/27/16			To: Present		
From:				To:		
_						
			Course	e Information		
Course	Mana				Hours	
Course	Name				Credited	Documentation
		D-19.003(3)(a)			Credited	Documentation
30-hou	rs per 12	D-19.003(3)(a) and Responsibilities o	of Florida Ta	ax Collectors	Credited 30	Documentation  Attended Course
<b>30-hou</b> TCC 501	rs per 12		of Florida Ta	ax Collectors		
<b>30-hou</b> TCC 501 <b>90-hou</b>	rs per 12	and Responsibilities				
<b>30-hou</b> TCC 501 <b>90-hou</b> TCC 502	rs per 12 - Duties rs per 12 - Manage	and Responsibilities of D-19.003(3)(b) ment of a Florida Tax	Collector's (		30	Attended Course
30-hou TCC 501 90-hou TCC 502 TCC 503	rs per 12 - Duties rs per 12 - Manage	and Responsibilities of D-19.003(3)(b) ment of a Florida Tax n and Distribution of P	Collector's (	Office	30	Attended Course  Attended Course
30-hou TCC 501 90-hou TCC 502 TCC 503	rs per 12 - Duties rs per 12 - Manage - Collectio - Bankrup	and Responsibilities of D-19.003(3)(b) ment of a Florida Tax n and Distribution of P	Collector's (	Office	30 30 30	Attended Course  Attended Course  Attended Course
30-hou TCC 501 90-hou TCC 502 TCC 503 TCC 001	rs per 12 - Duties rs per 12 - Manage - Collectio - Bankrup 2 - Effective	and Responsibilities of D-19.003(3)(b) ment of a Florida Tax n and Distribution of Potcy	Collector's (	Office	30 30 30 15	Attended Course Attended Course Attended Course Attended Course
30-hou TCC 501 90-hou TCC 502 TCC 503 TCC 001	rs per 12 - Duties rs per 12 - Manage - Collectio - Bankrup 2 - Effective	and Responsibilities of D-19.003(3)(b) ment of a Florida Tax n and Distribution of Potcy e Decision Making	Collector's (	Office	30 30 30 15 10	Attended Course Attended Course Attended Course Attended Course Attended Course
30-hou TCC 501 90-hou TCC 502 TCC 503 TCC 001	rs per 12 - Duties rs per 12 - Manage - Collectio - Bankrup 2 - Effective	and Responsibilities of D-19.003(3)(b) ment of a Florida Tax n and Distribution of Potcy e Decision Making	Collector's (	Office	30 30 30 15 10	Attended Course Attended Course Attended Course Attended Course Attended Course
30-hou TCC 501 90-hou TCC 502 TCC 503 TCC 001	rs per 12 - Duties rs per 12 - Manage - Collectio - Bankrup 2 - Effective	and Responsibilities of D-19.003(3)(b) ment of a Florida Tax n and Distribution of Potcy e Decision Making	Collector's (	Office	30 30 30 15 10	Attended Course Attended Course Attended Course Attended Course Attended Course
30-hou TCC 501 90-hou TCC 502 TCC 503 TCC 001	rs per 12 - Duties rs per 12 - Manage - Collectio - Bankrup 2 - Effective	and Responsibilities of D-19.003(3)(b) ment of a Florida Tax n and Distribution of Potcy e Decision Making	Collector's (	Office	30 30 30 15 10	Attended Course Attended Course Attended Course Attended Course Attended Course
30-hou TCC 501 90-hou TCC 502 TCC 503 TCC 001	rs per 12 - Duties rs per 12 - Manage - Collectio - Bankrup 2 - Effective	and Responsibilities of D-19.003(3)(b) ment of a Florida Tax n and Distribution of Potcy e Decision Making	Collector's (	Office	30 30 30 15 10	Attended Course Attended Course Attended Course Attended Course Attended Course
30-hou TCC 501 90-hou TCC 502 TCC 503 TCC 001	rs per 12 - Duties rs per 12 - Manage - Collectio - Bankrup 2 - Effective	and Responsibilities of D-19.003(3)(b) ment of a Florida Tax n and Distribution of Potcy e Decision Making	Collector's (	Office	30 30 30 15 10	Attended Course Attended Course Attended Course Attended Course Attended Course
30-hou TCC 501 90-hou TCC 502 TCC 503 TCC 001	rs per 12 - Duties rs per 12 - Manage - Collectio - Bankrup 2 - Effective	and Responsibilities of D-19.003(3)(b) ment of a Florida Tax n and Distribution of Potcy e Decision Making	Collector's (	Office	30 30 30 15 10	Attended Course Attended Course Attended Course Attended Course Attended Course
30-hou TCC 501 90-hou TCC 502 TCC 503 TCC 001	rs per 12 - Duties rs per 12 - Manage - Collectio - Bankrup 2 - Effective	and Responsibilities of D-19.003(3)(b) ment of a Florida Tax n and Distribution of Potcy e Decision Making	Collector's (	Office	30 30 30 15 10	Attended Course Attended Course Attended Course Attended Course Attended Course

Notes: The applicant completed the TCC 501 twice. These course hours satisfy the requirement of 12D-19.003(3)(a), FAC.

Yes

No

Committee recommends certification:



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

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 <a href="http://floridarevenue.com/property/Pages/Cofficial\_Training\_RegistrationAndPayment.aspx">http://floridarevenue.com/property/Pages/Cofficial\_Training\_RegistrationAndPayment.aspx</a>

Reason for Applying							
✓ Initial Certification - \$25 fee							
Applica	ant Information		Mag 1				
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						
	<sup>ed by:</sup> ORANGE COUNTY TAX COLLECTO						
I have c	ompleted the required hours of approved co cation, or reinstatement for the following de	ourses and signation:	d passed :	any require	d examinations for the certification	٦,	
Ce	rtified Florida Appraiser 🔲 Ce	rtified Flor	rida Evalu	ator	Certified Cadastralist of F	lorida	
☐ Ce	rtified Florida Collector	rtified Flor	rida Collec	ctor Assista	nt		
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.							
	ORANGE COUNTY TAX COLLECTOR			Enonleymon	nt Datas:		
	le: CHIEF INFORMATION OFFICER			Employme	nt Dates: <sub>12/27/2016</sub> - PRESENT		
Employe			-				
Your Tit	le:			Employme	nt 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	
TC0036C	COLLECTION & DISTRIBUTION OF PROPERTY TAX & SPECIAL ASSESSMENTS	30	TC00400	DUTIES & R	ESPONSIBILITIES OF FL TAX COLLECTOR	30	
TC0041C	MANAGEMENT OF A FL AX COLLECTOR'S OFFICE	30	TC00390		SUSTOMER SERVICE	5	
Applica	ant Signature	116. 11	116		water and the wife that all of the		
l am req	uesting approval for Florida professional ce ion provided on this form and any attachme	ertification, ents are tru	, recertific ue and co	ation, or rei rrect to the	best of my knowledge.		
Signatu					Date: 5/7/25		



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

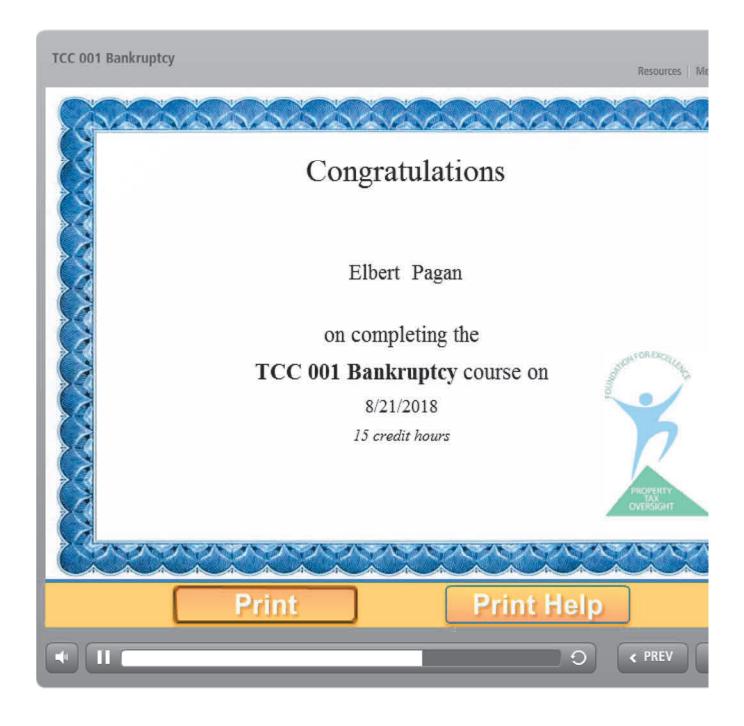
Property Tax Oversight Certification and Training

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							
✓ Initial Certification - \$25 fee	Annual Recertifica	ntion - \$5	fee Re	instatement of Certification	ı - \$5 fee		
Applicant Information							
Applicant's name (as you would like it to	appear on the certific	cate): ELB	ERT PAGAN				
Business email address: epagan@octaxcol.com  Business phone number: 4078362759							
Job title: CHIEF INFORMATION OFFICE							
Employed by: ORANGE COUNTY TAX C	OLLECTOR						
I have completed the required hours of a recertification, or reinstatement for the fo	pproved courses and llowing designation:	l passed a	any required e	xaminations for the certificati	on,		
Certified Florida Appraiser	Certified Flor	ida Evalua	ator	Certified Cadastralist of	Florida		
Certified Florida Collector	✓ Certified Flor	ida Collec	tor Assistant				
Experience for Certification – If you Florida property appraiser's office, Florida pages as necessary). If you are applying employment dates.  Employer: ORANGE COUNTY TAX COL	a tax collector's office for <b>recertification</b> o	e, or with t	the Florida De	partment of Revenue (attach	additional		
Your Title: CHIEF INFORMATION OFFICE			Employment I	Dates: 12/27/2016 - PRESEN	IT.		
Employer:	, LN			12/2/12010 - FINESEIN	1		
Your Title:			Employment I	Datos:			
Approved Courses – List each course reinstatement for which you are applying of each approved course. If you are subslicense issued by the Florida Real Estate type below. Attach a copy of the license.	(attach additional patituting your Certified	ges as ne Resident one or mo	ecessary). Atta tial Appraiser l	ich documentation verifying o icense or Certified General A st your license number and lic	ppraiser		
No. Course Title	Hours	No.		Course Title	Hours		
TC0037C BANKRUPTCY	15	TC0038C	EFFECT	VE DECISION MAKING	10		
Applicant Signature I am requesting approval for Florida profesinformation provided on this form and an	essional certification, attachments are tru	recertifica e and cor	rect to the bes	at of my knowledge.	e		
Signature:	2			ate:			

TCC 001 Bankruptcy Page 1 of 2







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





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



### **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.

		ıh Pastor		
Previous Name(s)(if applicable):				
Documentation Included:		Job Title: Accounting	Clork	
County: Martin Certification Requested: Ce		lorida Collector Assista		
Initial:		Reinstatement:	7	
	1/01/25	rtemotatement.	_	
oramount bate.				
		olication		
Application with Required Signature	gnature	S		
✓ Application Fee				
Courses Listed on Application	on			
✓ Employment Dates Listed		4		
✓ Includes Current Er ✓ Two Years of Experi		enւ vith an Applicable Off	ioo	
From: 07/07/21	Hence w	To: Present	ice	
From:		To:		
110111.		10.		
C	Course	Information		
Course Name			Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)				
TCC 501 - Duties and Responsibilities of F	lorida Ta	x Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)				
TCC 502 - Management of a Florida Tax Col	llector's C	Office	30	Attended Course
TCC 504 - Collection of Licenses, Taxes and	d 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	

Yes

No

Notes:

Committee recommends certification:



## Application for Florida Professional Certification

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

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** 

	Tittp://ilondarevenue.com/proj	Jerty/Fage	55/ COIIIC		g_rtegistrationAndrayment.as	shy
Reason	n for Applying					
✓ Init	tial Certification - \$25 fee Annual	Recertifica	tion - \$5	fee	Reinstatement of Certification	- \$5 fee
Applica	ant Information					
	nt's name (as you would like it to appear or	the certific	ate): Jam			
Busines	s email address: jpastor@martintax.us			Business p	phone number: 772-288-5965	
	Accounting Clerk					
	ed by: Martin County Tax Collector					
I have co	ompleted the required hours of approved c ation, or reinstatement for the following de	ourses and signation:	passed	any require	d examinations for the certification	on,
Cer	rtified Florida Appraiser Ce	ertified Flori	da Evalu	ator	Certified Cadastralist of F	Florida
Cer	rtified Florida Collector	rtified Flori	da Collec	ctor Assista	nt	
Florida p pages as employn	ence for Certification – If you are apply property appraiser's office, Florida tax colle is necessary). If you are applying for recert nent dates.  Pr:Martin County Tax Collector	ctor's office	e, or with	the Florida	Department of Revenue (attach)	additional
Your Titl	e: Accounting Clerk			Employme	nt Dates:07/07/2021 to current	
Employe	er:		'			
Your Titl	e:			Employme	nt 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	TC00400	TCC50	1-Duties and Responsibilities	30
TC0041C	TCC502-Management of a FLorida Tax Collector's Office	30	TC00370	7	CC001-Bankruptcy	15
I am reg	ant Signature uesting approval for Florida professional coion provided on this form and annattachmore:	ertification, ents are tru	recertifica e and co	ation, or rei rrect to the	nstatement. I certify that all of the best of my knowledge.  Date: 3 12 25	•



## Application for Florida Professional Certification

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

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 <a href="http://floridarevenue.com/property/Pages/Cofficial\_Training\_RegistrationAndPayment.aspx">http://floridarevenue.com/property/Pages/Cofficial\_Training\_RegistrationAndPayment.aspx</a>

Reason for Applying					
✓ Initial Certification - \$25 fee	e				
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					
<b>Experience for Certification</b> – If you are applying for your <b>initial certification</b> , 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 addition pages as necessary). If you are applying for <b>recertification</b> or for <b>reinstatement</b> , provide your current employer and employment dates.	nal				
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:					

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



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

## **Jamie Leigh Pastor**

on completing

## TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

March 11, 2024 5 credit hours



## **Jamie Leigh Pastor**

on completing

#### TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

May 10, 2024 15 credit hours



## **Jamie Leigh Pastor**

on completing

# TCC 002 - EFFECTIVE DECISION-MAKING IN THE WORKPLACE

Course Number: TC-0038C

on

May 17, 2024 10 credit hours





Property Tax Oversight, Certification and Training Team

Certifies that

## **Jamie Leigh Pastor**

has successfully completed

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

PEDRIDA PENENNENT OF REVENUE

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 Deptu		
Certification Requested:	Certified Florida Collector Assist	ant	
Initial: 🗸	Reinstatement:		
Certification Date:	05/01/25		
	Application		
✓ Application with Required			
✓ Application Fee			
✓ Courses Listed on Applica	ation		
✓ Employment Dates Listed			
✓ Includes Current			
	perience with an Applicable O	ffice	
From: 06/10/20	To: Present		
From:	То:		
Γ			
	Course Information	T	T
Course Name		Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)			
00-110013 per 12D-13:000(0)(a)			
TCC 501 - Duties and Responsibilities of	of Florida Tax Collectors	30	Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b)		30	Attended Course
TCC 501 - Duties and Responsibilities of		30	Attended Course  Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b)	Collector's Office	30	
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax	Collector's Office roperty Taxes and Special Assessme	30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's Office roperty Taxes and Special Assessme	30 ents 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's Office roperty Taxes and Special Assessme	30 ents 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's Office roperty Taxes and Special Assessme	30 ents 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's Office roperty Taxes and Special Assessme	30 ents 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's Office roperty Taxes and Special Assessme	30 ents 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's Office roperty Taxes and Special Assessme	30 ents 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's Office roperty Taxes and Special Assessme	30 ents 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's Office roperty Taxes and Special Assessme	30 ents 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's Office roperty Taxes and Special Assessme	30 ents 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's Office roperty Taxes and Special Assessme	30 ents 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's Office roperty Taxes and Special Assessme	30 ents 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of Po	Collector's Office roperty Taxes and Special Assessme and Fees	30 ants 30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of Po	Collector's Office roperty Taxes and Special Assessme	30 sents 30 30 30	Attended Course Attended Course

Notes:



## Application for Florida Professional Certification

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

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** 

Reason for Applying					
_	Recertifica	tion - \$5	5 fee 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 or recertification, or reinstatement for the following de	ourses and signation:	passed a	any required examinations for the certification,		
Certified Florida Appraiser Ce	ertified Flori	da Evalu	uator Certified Cadastralist of Florida		
☐ Certified Florida Collector ✓ Ce	ertified Flori	da Collec	ctor Assistant		
<b>Experience for Certification</b> – If you are applying for your <b>initial certification</b> , 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 <b>recertification</b> or for <b>reinstatement</b> , 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	S	
TCC501/TC-0040C Duties and Responsibilities of Florida Tax Collectors	30	TCC503/TC-0036	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-0042	Collection of Licenses, Taxes and Fees 30		
Applicant Signature  I am requesting approval for Florida professional conformation provided on this form and any attachm Signature:		e and co	orrect to the best of my knowledge.		
	, ,	,	9:15 -04'00'		

#### **INSTRUCTIONS**

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.

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



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



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





#### **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 Ass		
Certification Requested:	Certified Florida Collector Assista	<u>nt</u>	
Initial: 🗸	Reinstatement:		
Certification Date:	04/01/25		
	Application		
✓ Application with Required			
✓ Application Fee	<u> </u>		
✓ Courses Listed on Applica	ation		
✓ Employment Dates Listed	d		
✓ Includes Current			
	perience with an Applicable Off	ice	
From: 02/01/18	To: Present		
From: 10/1/06	To: 1/1/18		
	Course Information		
		Hours	
Course Name		Credited	Documentation
30-hours per 12D-19.003(3)(a)			
		1	
TCC 501 - Duties and Responsibilities	of Florida Tax Collectors	30	Attended Course
TCC 501 - Duties and Responsibilities (90-hours per 12D-19.003(3)(b)	of Florida Tax Collectors	30	Attended Course
· · · · · · · · · · · · · · · · · · ·		30	Attended Course
90-hours per 12D-19.003(3)(b)	Collector's Office		
90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax	Collector's Office	30	Attended Course
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 504 - Collection of Licenses, Taxes	Collector's Office	30 30	Attended Course Attended Course
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 504 - Collection of Licenses, Taxes  TCC 001 - Bankruptcy	Collector's Office	30 30 15	Attended Course Attended Course Attended Course
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 504 - Collection of Licenses, Taxes  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 504 - Collection of Licenses, Taxes  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 504 - Collection of Licenses, Taxes  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 504 - Collection of Licenses, Taxes  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 504 - Collection of Licenses, Taxes  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 504 - Collection of Licenses, Taxes  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 504 - Collection of Licenses, Taxes  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 504 - Collection of Licenses, Taxes  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 504 - Collection of Licenses, Taxes  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10 5	Attended Course Attended Course Attended Course Attended Course
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 504 - Collection of Licenses, Taxes  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	Collector's Office and Fees  Total Hours	30 30 15 10 5	Attended Course Attended Course Attended Course Attended Course

Notes:



## Application for Florida Professional Certification

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

**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** 

Reaso	n for Applying	Regio was a				
√ Init	tial Certification - \$25 fee 🔲 Annual F	Recertifica	ation - \$5	fee	Reinstatement of Certification -	\$5 fee
Applic	ant Information					
	nt's name (as you would like it to appear on	the certifi				
	s email address: mcperez@octaxcol.com			Business p	phone number: 407-836-4102	
	Agency Assistant Manager					
	ed by: Honorable Scott Randolph, Orange (					
I have c recertific	ompleted the required hours of approved co ation, or reinstatement for the following de	ourses and signation:	d passed a	any require	d examinations for the certification	٦,
☐ Ce	rtified Florida Appraiser	rtified Flor	rida Evalua	ator	Certified Cadastralist of F	lorida
L Ce	rtified Florida Collector	rtified Flor	ida Collec	tor Assista	nt	
pages a employr	ence for Certification – If you are apply property appraiser's office, Florida tax collers necessary). If you are applying for recert ment dates.  Prior Orange County Tax Collectors Office	ctors offic	e or with	the Florida	Department of Povenue (attach a	dditional
	le: Agency Assistant Manager			Empleyma	nt Datas	
				Linployine	nt Dates: 02/2018-Present	
	er: Hillsborough County Tax Collector					
	e: Sr. Lead Worker				nt Dates: 10/2006-01/2018	
of each license i type bel	red Courses – List each course you have ement for which you are applying (attach ad approved course. If you are substituting you ssued by the Florida Real Estate Appraisal ow. Attach a copy of the license.	ditional paur Certified	ages as ne d Resident	cessary).	Attach documentation verifying co	nraiser
No.	Course Title	Hours	No.		Course Title	Hours
TC0037C	BANKRUPTCY	15	TC0038C	EFFECTIVE	DECISION MAKING IN THE WORKPLACE	10
	CUSTOMER SERVICE TRAINING	5	TC0040C	DUTIES	S AND RESPONSIBLITIES	30
l am req informat	ant Signature uesting approval for Florida professional ce ion provided on this form and any attachme	rtification, nts are tru	recertifica ue and cor	ation, or rei	nstatement. I certify that all of the best of my knowledge.	100000
Signatur	e: Mellu	7			Date: 03/26/2025	



## Application for Florida Professional Certification

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

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** 

Reason for Applying				ming_registrationAndr ayment.as	
	Recertific	ation - \$5	fee [	Reinstatement of Certification -	\$5 fee
Applicant Information				AT WEST BY ALL WIT	
Applicant's name (as you would like it to appear or	n the certifi	cate): Mon	ica Per	ez	
Business email address: mcperez@octaxcol.com			Busine	ss phone number: 407-836-4102	
Job title: Agency Assistant Manager					
Employed by: Honorable Scott Randolph, Orange					
I have completed the required hours of approved or recertification, or reinstatement for the following de-	courses and esignation:	d passed a	any requ	uired examinations for the certification	٦,
☐ Certified Florida Appraiser ☐ C	ertified Floi	rida Evalua	ator	Certified Cadastralist of F	lorida
Certified Florida Collector	ertified Flor	rida Collec	tor Ass	istant	
Experience for Certification – If you are apply Florida property appraiser's office, Florida tax colle pages as necessary). If you are applying for recer employment dates.  Employer: Orange County Tax Collectors Office	ectors offic	e or with t	he Flor	ida Denartment of Revenue (attach a	dditional
Your Title: Agency Assistant Manager			Employ	ment Dates: 02/2018-Present	
Employer: Hillsborough County Tax Collector					
Your Title: Sr. Lead Worker			Employ	ment Dates: 10/2006-01/2018	
Approved Courses – List each course you have reinstatement for which you are applying (attach a of each approved course. If you are substituting you license issued by the Florida Real Estate Appraisatype below. Attach a copy of the license.	dditional pa our Certified Il Board for	ully comple ages as ne	eted for ecessar	the certification, recertification, or y). Attach documentation verifying co	nraicer
No. Course Title	Hours	No.		Course Title	Hours
TC0041C LEADERSHIP & MANAGEMENT SKILLS IN A FL TC OFFICE	30	TCC0420	COLLE	ECTION OF LICENSES & TAXES AND FEES	30
Applicant Signature I am requesting approval for Florida professional conformation provided on this form and any attachm	ertification, ents are tri	, recertifica ue and cor	ation, or rect to t	the best of my knowledge.	
Signature:				Date: 03/26/2025	

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



## **Monica Perez**

on completing

#### TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

July 1, 2024 15 credit hours



## **Monica Perez**

on completing

# TCC 002 - EFFECTIVE DECISION-MAKING IN THE WORKPLACE

Course Number: TC-0038C

on

July 3, 2024 10 credit hours



## **Monica Perez**

on completing

### TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

July 3, 2024 5 credit hours



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



Property Tax Oversight, Certification and Training Team

Certifies that

## **Monica Perez**

has successfully completed

# TCC 501 - DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

DEPARTMENT OF REVENUE

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 Ph	nillips			
Previous Name(s)(if applicable):					
Documentation Included:					
County: Collier		Job Title: Clerk in Motor	ist Services		
Certification Requested:		lorida Collector Assistant			
Initial: 🗸		Reinstatement:			
Certification Date:	04/01/25				
		olication			
Application with Required	Signature	S			
✓   Application Fee					
Courses Listed on Applica					
✓ Employment Dates Listed					
✓ Includes Current					
	penence w	vith an Applicable Offic To: Present	е		
From:		To:			
T TOTTI.		10.			
	Course	Information			
_			Hours		
Course Name			Credited	Documentation	
30-hours per 12D-19.003(3)(a)					
TCC 501 - Duties and Responsibilities	of Florida Ta	x 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					
FLHSMV - Driver License Preparatory Tr			5	Attended Course	
, ,	aining (Instru	ictor Led)	5 64	Attended Course Attended Course	
AAMVA - Expanding the Review	aining (Instru	ictor Led)	-		
	aining (Instru	ictor Led)	64	Attended Course	
AAMVA - Expanding the Review		ictor Led)	64 0.50	Attended Course Attended Course	
AAMVA - Expanding the Review  AAMVA - Driver License and ID Cards		ictor Led)	64 0.50 0.75	Attended Course Attended Course Attended Course	
AAMVA - Expanding the Review  AAMVA - Driver License and ID Cards  AAMVA - Vehicle Identification Documen	ts		64 0.50 0.75 0.83	Attended Course Attended Course Attended Course Attended Course	
AAMVA - Expanding the Review  AAMVA - Driver License and ID Cards  AAMVA - Vehicle Identification Documen  AAMVA - Birth Certificates	ts ve and Vehic	ele Documents	64 0.50 0.75 0.83 0.50	Attended Course Attended Course Attended Course Attended Course Attended Course	
AAMVA - Expanding the Review  AAMVA - Driver License and ID Cards  AAMVA - Vehicle Identification Documen  AAMVA - Birth Certificates  AAMVA - Canadian Birth Certificates, Dri	ts ve and Vehic	ele Documents	64 0.50 0.75 0.83 0.50 0.75	Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course	
AAMVA - Expanding the Review  AAMVA - Driver License and ID Cards  AAMVA - Vehicle Identification Documen  AAMVA - Birth Certificates  AAMVA - Canadian Birth Certificates, Dri  AAMVA - Canadian Travel, Citizenship a	ts ve and Vehic nd Immigratio	ele Documents	64 0.50 0.75 0.83 0.50 0.75	Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course	
AAMVA - Expanding the Review  AAMVA - Driver License and ID Cards  AAMVA - Vehicle Identification Documen  AAMVA - Birth Certificates  AAMVA - Canadian Birth Certificates, Dri  AAMVA - Canadian Travel, Citizenship a  AAMVA - Internal Fraud for Staff	ts ve and Vehic nd Immigratio	ele Documents	64 0.50 0.75 0.83 0.50 0.75 1 0.75	Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course	
AAMVA - Expanding the Review  AAMVA - Driver License and ID Cards  AAMVA - Vehicle Identification Documen  AAMVA - Birth Certificates  AAMVA - Canadian Birth Certificates, Driv  AAMVA - Canadian Travel, Citizenship at AAMVA - Internal Fraud for Staff  AAMVA - Introduction to Covert Features	ts ve and Vehic nd Immigratio	ele Documents	64 0.50 0.75 0.83 0.50 0.75 1 0.75 0.75	Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course	

Yes

No

Notes: Total Hours: 126.33

Committee recommends certification:



Certification Application Checklist
Certified Florida Collector/Certified Florida Collector Assistant Chapter 12D-19, F.A.C.

Name to Appear on Certificate:	Pamala F	hillips				
Previous Name(s)(if applicable):						
Documentation Included:						
County: Collier					ist Services	
Certification Requested:	Certified		Collector A			
Initial: 🗸	1	Rein	statement	: <u> </u>		
Certification Date:	04/01/25					
	An	plica	ition			
✓ Application with Required		_				
✓ Application Fee						
✓ Courses Listed on Applica	ation					
✓ Employment Dates Listed						
✓ Includes Current						
✓ Two Years of Ex	perience			ole Offic	е	
From: 12/16/18			Present			
From:		To:				
	Course	a Info	rmation			
	Oodis	<u> </u>	, illiation		Hours	
Course Name					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	AAMVA - CDL Module 3					
					0.75	Attended Course
AAMVA - CDL Module 4					0.75 0.75	Attended Course  Attended Course
AAMVA - CDL Module 4  AAMVA - Counterfeits and Alterations					+	
					0.75	Attended Course
					0.75	Attended Course
			Total	Hours	0.75	Attended Course
			<b>Total</b>		0.75 0.75	Attended Course

Notes:



## Application for Florida Professional Certification

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

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

Reason for Applying					
✓ Initial Certification - \$25 fee  Annua	al Recertific	ation - \$5	fee	Reinstatement of Certification	- \$5 fee
Applicant Information					
Applicant's name (as you would like it to appear	on the certifi	icate):	Pamala Phil	lips	
Business email address: pphillips@colliertax.co	om		Business p	hone number: 239-252-8502	
Job title: Clerk in Motorist Services	· · · · · · · · · · · · · · · · · · ·				
Employed by: Collier County Tax Collector					
I have completed the required hours of approved recertification, or reinstatement for the following	courses an designation:	d passed a	any require	d examinations for the certification	on,
Certified Florida Appraiser	Certified Flo	rida Evalu	ator	Certified Cadastralist of	Florida
☐ Certified Florida Collector	Certified Flo	rida Collec	tor Assista	nt	
Florida property appraiser's office, Florida tax copages as necessary). If you are applying for recemployment dates.  Employer: Collier County Tax Collector	ertification (	or for <b>reins</b>	tatement,	provide your current employer a	na
Your Title: Clerk in Motorist Services			Linployino	nt Dates: Dec. 16,2018-PRES	EIAT
Employer:	_		F	- Defeat	
Your Title:			Employme		
Approved Courses — List each course you had reinstatement for which you are applying (attach of each approved course. If you are substituting license issued by the Florida Real Estate Appraistype below. Attach a copy of the license.	additional pay your Certifier sal Board for	ages as ne d Resident one or mo	ecessary). / tial Apprais	Attach documentation verifying c er license or Certified General A i, list your license number and lic	ppraiser ense
No. Course Title	Hours	No.		Course Title	Hours
TC 0024C Driver's License Preparatory Training	64	TC 0040 C		outles and Responsibilities of Fig. Yax Collectors	30
TC 0038C TCC 002 Effective Decision Meking in the Workplace	10	TC 0039C	TCC 0	03 Customer Service Training	5
Applicant Signature  I am requesting approval for Florida professional information provided on this form and any attach	certification ments are tr	recertificate and cor	ation, or rei	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. 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

http://floridarevenue.com/pro	репу/Раде	35/COMCI	ai_HaiH	ing_negistrationAndr ayment.	20pA	
Reason for Applying						
✓ Initial Certification - \$25 fee	Recertifica	ition - \$5	fee	Reinstatement of Certification	n - \$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		=1,		2		
Employed by: Collier County Tax Collector						
I have completed the required hours of approved recertification, or reinstatement for the following de	courses and esignation:	passed a	any requi	red examinations for the certificat	ion,	
Certified Florida Appraiser	ertified Flor	ida Evalua	ator	Certified Cadastralist of	Florida	
	ertified Flori					
Experience for Certification – If you are appl Florida property appraiser's office, Florida tax collepages as necessary). If you are applying for receipment dates.	ひかんじゅ べかいん	OF WATER I	me Horo	ia Department of Revenue (attaci	additions	
Employer: Collier County Tax Collector						
Your Title: Clerk in Motorist Services			Employn	nent Dates: Dec. 16,2018-PRES	SENT	
Employer:						
Your Title:			Employn	nent 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	-	ivers 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 conformation provided on this form and any attachm	ertification, ents are tru	recertifica e and cor	ation, or r	einstatement. I certify that all of the best of my knowledge.	ne	
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 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

nπp://noridarevenue.co	om/property/rage	so/Conicial_		g_registions in the cymonic	цорх		
Reason for Applying							
Initial Certification - \$25 fee A	nnual Recertifica	tion - \$5 fee		Reinstatement of Certificatio	n - \$5 fee		
Applicant Information							
Applicant's name (as you would like it to ap	pear on the certific	ate): Pan	nala Phill	ips			
Business email address: pphillips@collier	tax.com	Bu	siness p	hone number: 239-252-8502	2		
Job title: Clerk in Motorist Services							
Employed by: Collier County Tax Collector							
I have completed the required hours of apprecertification, or reinstatement for the follow	roved courses and wing designation:	passed any	required	d examinations for the certifical	lion,		
Certified Florida Appraiser	Certified Flori	Certified Florida Evaluator					
Certified Florida Collector	✓ Certified Flori	Certified Florida Collector Assistant					
Experience for Certification – If you as Florida property appraiser's office, Florida to pages as necessary). If you are applying for employment dates.	っく たんりひかれんてく かれけんと	i orwith the	PRINKIN	Denarment ut revenue (auaci	1 auuluullai		
Employer: Collier County Tax Collector							
Your Title: Clerk in Motorist Services		En	nployme	nt Dates: Dec. 16,2018-PRE	SENT		
Employer:							
Your Title:	ır Title: Employ			oyment Dates:			
Approved Courses – List each course y reinstatement for which you are applying (a of each approved course. If you are substitutionse issued by the Florida Real Estate A type below. Attach a copy of the license.	ttach additional pa uting your Certified opraisal Board for d	ges as nece Residential one or more	ssary). A Appraise	attach documentation verifying er license or Certified General , list your license number and I	Appraiser icense		
No. Course Title	Hours	No.	Course Title		Hours		
TC0005C Birth Certificates	.50(30m)	TC0006C			.75(45m)		
TC0007C Canadian Travel Citizenship, and Immigration Document	nents 1 hr.(60m)	TC0008C	Internal Fraud for Staff .75(		.75(45m)		
Applicant Signature		10-11		estatement I contify that all of t	ho.		
I am requesting approval for Florida profess information provided on this form and any a	ional certification, ttachments are tru	recentification	n, or reir it to the i	nstatement. I certify that all of the pest of my knowledge.	ile		
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. 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 <a href="http://floridarevenue.com/property/Pages/Cofficial\_Training\_RegistrationAndPayment.aspx">http://floridarevenue.com/property/Pages/Cofficial\_Training\_RegistrationAndPayment.aspx</a>

http://floridarevenue.com/pro	perty/Page	es/Comcia	al_training_re	gistiationAlterayinen	rashv		
Reason for Applying							
Initial Certification - \$25 fee Annual	Recertifica	tion - \$5 1	fee Reins	tatement of Certificat	ion - \$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 recertification, or reinstalement for the following de	courses and esignation:	passed a	ny required exa	minations for the certific	ation,		
Certified Florida Appraiser	ertified Florida Evaluator						
Certified Florida Collector							
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.			Hours		
TC0009C Introduction to Covert Features	.75(45m)	TC0010C			1 hr.(60m)		
TC011C Mexican Documents	.75(45m)	TC0012C	Military ID Cards .50(30m				
Applicant Signature I am requesting approval for Florida professional cinformation provided on this form and any attachm	ertification, ents are tru	recertifica e and con	rect to the best o	r my knowledge.	f the		
Signature:			Date	04/07/2025			



## Application for Florida Professional Certification

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

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

Reason f	or Applying						
☑ Initia	l Certification - \$25 fee 🔲 Annu	al Recertifica	ition - \$5	fee 🔲	Reinstatement of Certifica	tion - \$5 fee	
Applican	t Information						
Applicant's	s name (as you would like it to appea	r on the certific	cate): P	amala Phil	•		
Business email address: pphillips@colliertax.com			Business phone number: 239-252-8502				
Job title: (	Clerk in Motorist Services						
Employed	by: Collier County Tax Collector						
Lhave com	npleted the required hours of approve ion, or reinstatement for the following	d courses and designation:	passed a	ny require	d examinations for the certif	ication,	
Certif	ied Florida Appraiser	Certified Flori	ida Evalua	ator	Certified Cadastralis	st of Florida	
☐ Certif	ied Florida Collector	✓ Certified Florida Collector Assistant					
	Collier County Tax Collector  Clerk in Motorist Services			Employme	nt Dates: Dec. 16,2018-P	RESENT	
Employer:							
Your Title:				Employment Dates:			
reinstatem of each ap license iss	d Courses — List each course you hent for which you are applying (attac proved course. If you are substituting ued by the Florida Real Estate Apprex. Attach a copy of the license.	h additional pa	iges as ne I Resident	icessary). <i>F</i> rial Annrais	er license or Certified Gene s, list your license number a	ral Appraiser nd 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)	TC00160		Travel Documents	.75(45m)	
1	t Signature esting approval for Florida profession provided on this form and any attac	al certification, hments are tru	recertifica	ation, or rei rect to the	Dest of the knowledge.	of the	
Signature:					Date: 04/07/2025		



## Application for Florida Professional Certification

DR-4001 N. 10/21 Rule 120-16.002, F.A.C. Effective 10/21 Page 1 of 2 TC

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

http://flondarevenue.com/pl	ropeny/Page	S/Conicia	I_Halfillig_NeglistrationArian alymenticopx			
Reason for Applying						
✓ Initial Certification - \$25 fee	ai Recertifica	tion - \$5 fe	Reinstatement of Certification - \$5 fee			
Applicant Information						
Applicant's name (as you would like it to appear	on the certific	ate): Pa	amala 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 recertification, or reinstatement for the following	courses and designation:	passed ar				
Certified Florida Appraiser	Certified Florida Appraiser					
	Certified Florida Collector Certified Florida Collector Assistant					
Experience for Certification – If you are application – If you are application – If you are applying for receive employment dates.			rtification, list at least two years' experience in a ne Florida Department of Revenue (attach addition atement, provide your current employer and			
Employer: Collier County Tax Collector						
Your Title: Clerk in Motorist Services			Employment Dates: Dec. 16,2018-PRESENT			
Employer:						
Your Title:			Employment Dates:			
of each approved course. If you are substituting license issued by the Florida Real Estate Appraistype below. Attach a copy of the license.	additional pa your Certified sal Board for	ges as ned Residentia one or mor	cessary). Attach documentation veniging complete at Appraiser license or Certified General Appraiser			
No. Course Title	Hours	No.	1			
TC0017C US Immigration Documents	.75(45m)	TC0018C	CDL Module 1 (2 hours.30 min) 150 m			
TC0019C Module 2-overview of the CDL Tests	.75(45m)	TC0020C	C Module 3 CDL Knowledge Tests Overview .75(			
Applicant Signature	41641		tion or reinstatement I certify that all of the			
I am requesting approval for Florida professional information provided on this form and any attach	i certification, ments are tru	e and com	ect to the best of my knowledge.			
Signature:			Date: 04/07/2025			



## Application for Florida Professional Certification

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

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

fillp.//ilondarevende.com/proporty// agest 55						
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): 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 passe recertification, or reinstatement for the following designation:						
☐ Certified Florida Appraiser ☐ Certified Florida Ev	aluator					
Experience for Certification — If you are applying for your initial Florida property appraiser's office, Florida tax collector's office, or we pages as necessary). If you are applying for recertification or for reemployment dates.	ith the Florida Department of Revenue (attach additional sinstatement, provide your current employer and					
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					
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					



## 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





#### PAMALA PHILLIPS

for the successful completion of

**AAMVA FDR 2024: Driver Licenses and ID Cards** 

by External Training

0 Hours 45 Minutes







### **PAMALA PHILLIPS**

for the successful completion of

**AAMVA FDR 2024: Vehicle Identification Documents** 

by External Training

0 Hours 50 Minutes





## 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







### PAMALA PHILLIPS

for the successful completion of

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

by External Training

0 Hours 45 Minutes







#### **PAMALA PHILLIPS**

for the successful completion of

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

by External Training

1 Hours 0 Minutes







### **PAMALA PHILLIPS**

for the successful completion of

**AAMVA FDR 2024: Internal Fraud for Staff** 

by External Training

0 Hours 45 Minutes





## iLearn

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







### PAMALA PHILLIPS

for the successful completion of

**AAMVA FDR 2024: Introduction to Fraud** 

by External Training

1 Hours 0 Minutes





## 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







### PAMALA PHILLIPS

for the successful completion of

**AAMVA FDR 2024: Military ID Cards** 

by External Training

0 Hours 30 Minutes





## 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







### **PAMALA PHILLIPS**

for the successful completion of

**AAMVA FDR 2024: Security Features** 

by External Training

1 Hours 0 Minutes







### PAMALA PHILLIPS

for the successful completion of

**AAMVA FDR 2024: Social Security Cards** 

by External Training

0 Hours 30 Minutes





## iLearn

This certificate is awarded to

### PAMALA PHILLIPS

for the successful completion of

**AAMVA FDR 2024: Travel Documents** 

by External Training

0 Hours 45 Minutes







#### PAMALA PHILLIPS

for the successful completion of

**AAMVA FDR 2024: US Immigration Documents** 

by External Training

0 Hours 45 Minutes







### **PAMALA PHILLIPS**

for the successful completion of

**AAMVA CDL 2024: Module 1 - Introduction to CDL Licensing** 

by External Training

2 Hours 30 Minutes







### PAMALA PHILLIPS

for the successful completion of

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

by External Training

0 Hours 45 Minutes







### **PAMALA PHILLIPS**

for the successful completion of

**AAMVA CDL 2024: Module 3 - CDL Knowledge Tests Overview** 

by External Training

0 Hours 45 Minutes







### 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







### **PAMALA PHILLIPS**

for the successful completion of

**AAMVA FDR 2024: Counterfeits and Alterations** 

by External Training

0 Hours 45 Minutes

1000

## **Pamala Phillips**

on completing

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

Course Number: TC-0038C

on

September 16, 2024 10 credit hours



## **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







### PAMALA PHILLIPS

for the successful completion of

**AAMVA FDR 2024: Expanding the Review** 

by External Training

0 Hours 30 Minutes





Certification Application Checklist
Certified Florida Collector/Certified Florida Collector Assistant Chapter 12D-19, F.A.C.

Mairie to Appear on Certificate.	lame 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:  Reinstatement:							
Certification Date: 06/01/25							
Г							
		lication					
✓ Application with Required	Signatures						
✓ Application Fee	ntion						
✓ Courses Listed on Applica ✓ Employment Dates Listed	ation						
✓ Includes Current	Employme	nt					
		th an Applicable Office	-				
From: 05/01/23		To: Present					
From:		To:					
	Course I	nformation					
Course Name			Hours	Documentation			
			Credited	Bocamentation			
30-hours per 12D-19.003(3)(a)							
, ,,,,							
TCC 503 Collection & Distribution of Pro	perty Taxes a	nd Special Assessments	30	Attended Course			
TCC 503 Collection & Distribution of Pro 90-hours per 12D-19.003(3)(b)	perty Taxes a	nd Special Assessments	30	Attended Course			
	· · · · · · · · · · · · · · · · · · ·		30	Attended Course			
90-hours per 12D-19.003(3)(b)	· · · · · · · · · · · · · · · · · · ·						
90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax	· · · · · · · · · · · · · · · · · · ·		30	Attended Course			
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 001 - Bankruptcy	· · · · · · · · · · · · · · · · · · ·		30 15	Attended Course Attended Course			
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	Collector's Of	fice	30 15 10	Attended Course Attended Course Attended Course			
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making  TCC 003 - Customer Service Training	Collector's Of	fice	30 15 10 5	Attended Course Attended Course Attended Course Attended Course			
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making  TCC 003 - Customer Service Training	Collector's Of	fice	30 15 10 5	Attended Course Attended Course Attended Course Attended Course			
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making  TCC 003 - Customer Service Training	Collector's Of	fice	30 15 10 5	Attended Course Attended Course Attended Course Attended Course			
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making  TCC 003 - Customer Service Training	Collector's Of	fice	30 15 10 5	Attended Course Attended Course Attended Course Attended Course			
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making  TCC 003 - Customer Service Training	Collector's Of	fice	30 15 10 5	Attended Course Attended Course Attended Course Attended Course			
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making  TCC 003 - Customer Service Training	Collector's Of	fice	30 15 10 5	Attended Course Attended Course Attended Course Attended Course			
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making  TCC 003 - Customer Service Training	Collector's Of	fice	30 15 10 5	Attended Course Attended Course Attended Course Attended Course			
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making  TCC 003 - Customer Service Training	Collector's Of	fice	30 15 10 5	Attended Course Attended Course Attended Course Attended Course			
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making  TCC 003 - Customer Service Training	Collector's Of	fice tor Led)	30 15 10 5 64	Attended Course Attended Course Attended Course Attended Course			
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making  TCC 003 - Customer Service Training	Collector's Of	fice	30 15 10 5	Attended Course Attended Course Attended Course Attended Course			
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making  TCC 003 - Customer Service Training	Collector's Of	fice tor Led)	30 15 10 5 64	Attended Course Attended Course Attended Course Attended Course			

Notes:



## Application for Florida Professional Certification

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

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					
✓ Initial Certification - \$25 fee ✓ Annual I	Recertificat	tion - \$5	fee	Reinstatement of Certification -	\$5 fee
Applicant Information					
Applicant's name (as you would like it to appear on		ate): Ney			
Business email address: NeybiPineda@mdctaxcollector.gov  Business phone number: 305-375-1732					
Job title:Tax Collector Supervisor					
Employed by:	y				
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					n,
☐ Certified Florida Appraiser ☐ Ce	ertified Flori	da Evalu	ator	Certified Cadastralist of F	lorida
Certified Florida Collector	ertified Flori	da Collec	ctor Assist	ant	
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 Co	llector				
Your Title: Tax Records Specialist Employment Dates: 05/01/2023-11/13/2023					
Employer: Miami Dade County Office of the Tax Co	llector				
Your Title: Senior Tax Records Specialist Employment Dates: 11/14/2023- 02/03/2025			i		
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 Coffector'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

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

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						
✓ Initial Certification - \$25 fee	nual Recertificat	i <b>on -</b> \$5 f	ee 🔲 F	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:						
Certified Florida Appraiser Certified Florida Evaluator Certified Cadastralist of Florida					lorida	
Certified Florida Collector	Certified Flori	da Collect	tor Assistan	t	2	
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 1	ax Collector			)		
Your Title: Customer Representative II Employment Dates: 02/04/2025-03/31/2025						
Employer: Miami Dade County Office of the 1	Tax Collector					
Your Title: Tax Collector Supervisor Employment Dates: 03/3			nt Dates: <sub>03/31/2025</sub> - 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.			Hours	
TC-0024C Driver's License Preparatory Train	-	TC-0037C	TCC 001- Bankruptcy		15	
TC-0036C TCC 503- Collection and Distribution of Property Taxes and Special A	ssessments 30	TC-0038C	C 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						

## Neybi Pineda Morales

on completing

### TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

April 12, 2024 15 credit hours



## Neybi Pineda Morales

on completing

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

Course Number: TC-0038C

on

April 15, 2024 10 credit hours



## Neybi Pineda Morales

on completing

### TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

April 17, 2024 5 credit hours



## 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





### **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



## Certification Application Checklist Certified Florida Collector/Certified Florida Collector Assistant

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

	Kim Preu			
Previous Name(s)(if applicable):			-	-
Documentation Included:				
County: Putnam		Job Title: Client Serv		
Certification Requested:	Certified F	lorida Collector Assist	ant	
Initial: 🗸		Reinstatement:		
Certification Date:	04/01/25			
A south a stirm with Daming d		plication		
✓ Application with Required	Signature	S		
✓ Application Fee ✓ Courses Listed on Application	ation			
✓ Courses Listed on Applica ✓ Employment Dates Listed				
Includes Current		ent		
		vith an Applicable O	ffice	
From: 10/16/19	pononee 1	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	of Florida Ta	x Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)				
FLHSMV - DL Training Series: Phase I			40	Attacada do Carrera
	40	Attended Course		
FLHSMV - DL Training Series: Phase II			45	Attended Course  Attended Course
FLHSMV - DL Training Series: Phase II FLHSMV - Driver License Preparatory Tra	aining (Onlin	ne)		
	aining (Onlir	ne)	45	Attended Course
	aining (Onlir	ne)	45	Attended Course
	aining (Onlin	ne)	45	Attended Course
	aining (Onlir	ne)	45	Attended Course
	aining (Onlin	ne)	45	Attended Course
	aining (Onlin	ne)	45	Attended Course
	aining (Onlin	ne)	45	Attended Course
	aining (Onlin	ne)	45	Attended Course
	aining (Onlin	ne)	45	Attended Course
	aining (Onlin	ne)	45	Attended Course
	aining (Onlin	ne)	45	Attended Course
	aining (Onlin	Total Hour	45	Attended Course
	aining (Onlin		45	Attended Course

Notes:



DR-4001 N. 10/21 Rule 12D-16,002, F.A.C. Effective 10/21 Page 1 of 2 TC

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

Reason for				HILISEU		lining_RegistrationAndPaymen	
	ertification - \$25 fee	Annual F	Recertific	ation - \$5	fee	Reinstatement of Certificat	ion - \$5 fee
Applicant li	nformation						
Applicant's na	ame (as you would like	it to appear on	the certif	<sup>icate):</sup> Ki	m Pre	eu	
Business em	ail address: kim.pre	eu@putnam-	fl.gov		Busine	ess phone number: 386-329-0	271
Job title: Clie	nt Services Associate	e II					
Employed by	Putnam County	Tax Collector					
I have comple	eted the required hours , or reinstatement for the	of approved co	ourses an	d passed a	ny rec	uired examinations for the certific	ation,
				da Evalua		Certified Cadastralist	of Florida
	Florida Appraiser			rida Evalua			OI I IOIIGG
	Florida Collector			rida Collec		tion, list at least two years' exper	
employment o Employer: Pu	tnam County Tax (	Collector		le maren		ride Department of Revenue (atta ent, provide your current employe yment Dates: 10/16/2019 - C.	
	ient Services Asso	ciate II			LITIPIO	yment Dates: 10/16/2019 - C	urrent
Employer:							
Your Title:						yment Dates:	
reinstatement of each appro license issued	for which you are app	lying (attach ad substituting you state Appraisal	ditional pa	d Resident one or mo	cessar lal Apo	r the certification, recertification, or ry). Attach documentation verifying praiser license or Certified General praises, list your license number and	Appraiser license
No.	Course Title		Hours	No.		Course Title	Hours
C0022C Drive	er License Training Phase	e 1	40.00	TC0040C		es & Responsibilities	30.00
C0023C Driv	er License Training Ph	ase II	45.00	TC0025C	Drive	r License Prepatory Training	12.00
applicant S	ignature						the
am requestir	ig approval for Florida	professional ce d anv attachme	rtification, nts are tri	recertifica	tion, o ect to	r reinstatement. I certify that all of the best of my knowledge.	
Signature:	1/-					Date:	
- 16	Mary H	V 5 1				03/14/2025	





### KIM PREU

for the successful completion of

**DL Transformed: Phase I** 

by FLHSMV

40 Hours 0 Minutes

**Date of Course Completion:** 9/25/2020





### KIM PREU

for the successful completion of

**DL Transformed: Phase II** 

by FLHSMV

45 Hours 0 Minutes

**Date of Course Completion:** 10/9/2020





### 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: CS			
Certification Requested:	Certified Florida Collecto			
Initial: 🗸	Reinstateme	ent:		
Certification Date:	04/01/25			
	Application			
✓ Application with Required	Signatures			
✓ Application Fee				
✓ Courses Listed on Applica	ntion			
✓ Employment Dates Listed				
✓ Includes Current	Employment			
	perience with an Applic			
From: 05/14/18	To: Presen	t		
From:	To:			
	Course Informatio	n		
Course Name			lours redited	Documentation
30-hours per 12D-19.003(3)(a)				
TCC 501 - Duties and Responsibilities	of Florida Tax Collectors		30	Attended Course
	f Florida Tax Collectors		30	Attended Course
TCC 501 - Duties and Responsibilities			30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's Office operty Taxes and Special A	ssessments		
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax	Collector's Office operty Taxes and Special A	ssessments	30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's Office operty Taxes and Special A	ssessments	30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's Office operty Taxes and Special A	ssessments	30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's Office operty Taxes and Special A	ssessments	30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's Office operty Taxes and Special A	ssessments	30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's Office operty Taxes and Special A	ssessments	30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's Office operty Taxes and Special A	ssessments	30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's Office operty Taxes and Special A	ssessments	30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's Office operty Taxes and Special A	ssessments	30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's Office operty Taxes and Special A	ssessments	30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's Office operty Taxes and Special A	ssessments	30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's Office operty Taxes and Special A	ssessments	30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's Office roperty Taxes and Special A and Fees		30 30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 502 - Management of a Florida Tax TCC 503 - Collection and Distribution of P	Collector's Office roperty Taxes and Special A and Fees	ssessments	30 30	Attended Course Attended Course

Notes:



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

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

Reaso	on for Applying	торенулгас	ges/Comc	iai_Trair	ning_RegistrationAndPayment.a	spx
CARREST CO.		al Recertific	ation - \$5	fee [	Reinstatement of Certification	- \$5 fee
Applic	ant Information			11111		- ψυ ίσε
Applica	int's name (as you would like it to appear	on the certif	icate): Deb	ra Rang		
Busine	ss email address: drang@osceola.org				s phone number: <sub>407-742-4000</sub>	
Job title	CSR Lead					
Employ	ed by: Osceola County Tax Collector					
I have o	completed the required hours of approved cation, or reinstatement for the following	courses an	d passed a	any requ	ired examinations for the certification	on,
		Certified Flo		ator	Certified Cadastralist of I	Tlautula
_		Certified Flo				-iorida
Employ	property appraiser's office, Florida tax cols is necessary). If you are applying for <b>rece</b> ment dates. er:Osceola County Tax Collector	ertification	or for <b>reins</b>	tatemer	nt, provide your current employer a	additional nd
	le:CSR Lead			Employn	nent Dates: 05/14/2018 - Present	
Employ						
Your Tit	le:			Employn	nent Dates:	
of each license i type bel	<b>yed Courses</b> – List each course you hat ement for which you are applying (attach a approved course. If you are substituting y ssued by the Florida Real Estate Apprais ow. Attach a copy of the license.	additional pa our Certified	ages as ne	cessary)	. Attach documentation verifying co	
No.	Course Title	Hours	No.		Course Title	Hours
TC-0040C	TCC501 - Duties & Responsibilities	30	TCC0036C	TCC	503 - Collection and Distribution	30
TCC-0041C	TCC502 - Management of a Florida TC Office	€ 30	TC-0042C	TCC50	4 - Collection of Licenses, Taxes & Fees	30
I am req	ant Signature uesting approval for Florida professional ion provided on this form and any attachn e:	certification, nents are tru	recertifica ue and corr	tion, or rect to the	einstatement. I certify that all of the e best of my knowledge.  Date:	
	axely				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 Sa	anchez		
Previous Name(s)(if applicable):				
Documentation Included:				
County: Lake	Job Title: Customer Representative II			
Certification Requested:	Certified F	lorida Collector Assistant		
Initial: 🗸		Reinstatement:		
Certification Date:	04/01/25			
	Apı	plication		
✓ Application with Required	Signature	S		
✓ Application Fee				
✓ Courses Listed on Applica	ation			
✓ Employment Dates Listed				
✓ Includes Current	Employm	ent		
✓ Two Years of Ex	perience v	vith an Applicable Office		
From: 03/13/23		To: Present		
From:		То:		

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:		Yes		No	

Notes: Total Hours:120.33



## Certification Application Checklist Certified Florida Collector/Certified Florida Collector Assistant

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

Documentation Included:   County: Lake   Job Title: Customer Representative II	Draviaus Nama/a/if applicable)	Name to Appear on Certificate: Heather Sanchez						
County: Lake	Previous Name(s)(if applicable):							
Certification Requested:   Certified Florida Collector Assistant   Initial:	Documentation Included:							
Initial:			•					
Application  Application  Application  Application  Application  Application  Application with Required Signatures  Application Fee  Courses Listed on Application  Includes Current Employment  Includes Current Employment  To:  To:  Course Information  Course Information  Course Name  Course Information  Course Name  Course Information  Course Information  Course Information  Course Information  Course Information  AMVA - People and Actions  AAMVA - Social Security Cards  AAMVA - Social Security Cards  AAMVA - Travel Documents  AAMVA - Us. Immigration Documents  Course Information  1 Attended Course  AAMVA - Vehicle Identification Documents  AAMVA - Vehicle Identification Documents  AAMVA - CDL Module 1  AAMVA - CDL Module 2  AAMVA - CDL Module 3  AAMVA - CDL Module 4  CCC 002 - Effective Decision Making  TCC 002 - Effective Decision Making  TCC 002 - Effective Decision Making  TCC 001 - Bankruptcy  15 Attended Course								
Application  Application with Required Signatures  Application Fee  Courses Listed on Application  Implication  Implicatio			Reinstatement:					
✓ Application with Required Signatures   ✓ Application Fee   ✓ Courses Listed on Application   ✓ Employment Dates Listed   ✓ Includes Current Employment   ✓ Two Years of Experience with an Applicable Office   From: 03/13/23 To: Present   From: To:    Course Information  Course Name  Credited  Documentation  Onlows per 12D-19.003(3)(a)  90-hours per 12D-19.003(3)(b)  AAMVA - People and Actions AAMVA - Security Features AAMVA - Social Security Cards AAMVA - Social Security Cards AAMVA - Travel Documents AAMVA - Travel Documents AAMVA - Travel Documents AAMVA - Travel Documents AAMVA - U.S. Immigration Documents CC 003 - Customer Service Training AAMVA - Vehicle Identification Documents AAMVA - Vehicle Identification Documents AAMVA - CDL Module 1 AAMVA - CDL Module 2 AAMVA - CDL Module 2 AAMVA - CDL Module 3 AAMVA - CDL Module 3 AAMVA - CDL Module 4 CDL Module 4 CDL Module 4 CDL Module 4 CDL Module 4 CDL Module 4 CDL Module 4 CDL Module 4 CDL Module 5 CC 001 - Bankruptcy CC 001 - Bankruptcy CD Attended Course CC 001 - Bankruptcy CD Attended Course CC 001 - Bankruptcy CD Attended Course CC 001 - Bankruptcy CD Attended Course CC 001 - Bankruptcy CD Attended Course CC 001 - Bankruptcy CD Attended Course CC 001 - Bankruptcy CD Attended Course CC 001 - Bankruptcy CD Attended Course CC 001 - Bankruptcy CD Attended Course CC 001 - Bankruptcy CD Attended Course CC 001 - Bankruptcy CD Attended Course CC 001 - Bankruptcy CD Attended Course CC 001 - Bankruptcy CD Attended Course CC 001 - Bankruptcy CD Attended Course CC 001 - Bankruptcy CC 001 - Bankruptcy CC 001 - Bankruptcy CC 001 - Bankruptcy CC 001 - Bankruptcy CC 001 - Bankruptcy CC 001 - Bankruptcy CC 001 - Bankruptcy CC 001 - Bankruptcy CC 001 - Bankruptcy CC 001 - Bankruptcy CC 001 - Bankruptcy CC 001 - Bankruptcy CC 001 - Bankruptcy CC 001 - Bankruptcy CC 001 - Bankruptcy CC 001 - Bankruptcy CC 001 - Ba	Certification Date:	04/01/25						
✓ Application with Required Signatures   ✓ Application Fee   ✓ Courses Listed on Application   ✓ Employment Dates Listed   ✓ Includes Current Employment   ✓ Two Years of Experience with an Applicable Office   From: 03/13/23 To: Present   From: To:    Course Information  Course Name  Credited  Documentation  Onlows per 12D-19.003(3)(a)  90-hours per 12D-19.003(3)(b)  AAMVA - People and Actions AAMVA - Security Features AAMVA - Social Security Cards AAMVA - Social Security Cards AAMVA - Travel Documents AAMVA - Travel Documents AAMVA - Travel Documents AAMVA - Travel Documents AAMVA - U.S. Immigration Documents CC 003 - Customer Service Training AAMVA - Vehicle Identification Documents AAMVA - Vehicle Identification Documents AAMVA - CDL Module 1 AAMVA - CDL Module 2 AAMVA - CDL Module 2 AAMVA - CDL Module 3 AAMVA - CDL Module 3 AAMVA - CDL Module 4 CDL Module 4 CDL Module 4 CDL Module 4 CDL Module 4 CDL Module 4 CDL Module 4 CDL Module 4 CDL Module 5 CC 001 - Bankruptcy CC 001 - Bankruptcy CD Attended Course CC 001 - Bankruptcy CD Attended Course CC 001 - Bankruptcy CD Attended Course CC 001 - Bankruptcy CD Attended Course CC 001 - Bankruptcy CD Attended Course CC 001 - Bankruptcy CD Attended Course CC 001 - Bankruptcy CD Attended Course CC 001 - Bankruptcy CD Attended Course CC 001 - Bankruptcy CD Attended Course CC 001 - Bankruptcy CD Attended Course CC 001 - Bankruptcy CD Attended Course CC 001 - Bankruptcy CD Attended Course CC 001 - Bankruptcy CD Attended Course CC 001 - Bankruptcy CD Attended Course CC 001 - Bankruptcy CC 001 - Bankruptcy CC 001 - Bankruptcy CC 001 - Bankruptcy CC 001 - Bankruptcy CC 001 - Bankruptcy CC 001 - Bankruptcy CC 001 - Bankruptcy CC 001 - Bankruptcy CC 001 - Bankruptcy CC 001 - Bankruptcy CC 001 - Bankruptcy CC 001 - Bankruptcy CC 001 - Bankruptcy CC 001 - Bankruptcy CC 001 - Bankruptcy CC 001 - Bankruptcy CC 001 - Ba								
✓ Application Fee           ✓ Courses Listed on Application           ✓ Includes Current Employment           ✓ Includes Current Employment           ✓ Two Years of Experience with an Applicable Office           From: 03/13/23           To: Present           From: To:           Course Information           Course Information           Course Information           Output           Bound Action           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								
Course   Listed on Application		Signature	S					
Includes Current Employment		ation						
Includes Current Employment   Two Years of Experience with an Applicable Office								
Two Years of Experience with an Applicable Office			ant and					
From:         To:         Present           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           AAMVA - Vehicle Identification 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 - CDL Module 4         0.75         Attended Course           AA				e				
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           AAMVA - Ushicle Identification 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 - CDL Module 4         0.75         Attended Course           CC 002 - Effective Decision Making         10 <th colspan<="" td=""><td></td><td>poriorioo v</td><td></td><td><u> </u></td><td></td></th>	<td></td> <td>poriorioo v</td> <td></td> <td><u> </u></td> <td></td>		poriorioo v		<u> </u>			
Course Name  Course Name  Bocumentation  Ourse Name  Pol-hours per 12D-19.003(3)(a)  Pol-hours per 12D-19.003(3)(b)  AAMVA - People and Actions  AAMVA - Security Features  AAMVA - Social Security Cards  AAMVA - Travel Documents  AAMVA - Travel Documents  AAMVA - U.S. Immigration Documents  TCC 003 - Customer Service Training  AAMVA - Vehicle Identification Documents  AAMVA - CDL Module 1  AAMVA - CDL Module 2  AAMVA - CDL Module 3  AAMVA - CDL Module 4  TCC 002 - Effective Decision Making  TCC 001 - Bankruptcy  Documentation  Attended Course								
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Course Name  30-hours per 12D-19.003(3)(a)  90-hours per 12D-19.003(3)(b)  AAMVA - People and Actions  AAMVA - Security Features  AAMVA - Social Security Cards  AAMVA - Travel Documents  AAMVA - U.S. Immigration Documents  TCC 003 - Customer Service Training  AAMVA - Vehicle Identification Documents  AAMVA - CDL Module 1  AAMVA - CDL Module 2  AAMVA - CDL Module 3  AAMVA - CDL Module 4  COURSE  AAMVA - CDL Module 4  COURSE  AAMVA - CDL Module 4  COURSE  COURSE  COURSE  COURSE  AAMVA - CDL Module 4  COURSE	Course	Information						
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Total Hours 39.33	AAMVA - Security Features  AAMVA - Social Security Cards  AAMVA - Travel Documents  AAMVA - U.S. Immigration Documents  TCC 003 - Customer Service Training  AAMVA - Vehicle Identification Document  AAMVA - CDL Module 1  AAMVA - CDL Module 2  AAMVA - CDL Module 3  AAMVA - CDL Module 4	ts		0.50 0.75 0.75 5 0.83 2.5 0.75 0.75 0.75	Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course Attended Course			
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Yes

No

Notes:

Committee recommends certification:



Certification Application Checklist
Certified Florida Collector/Certified Florida Collector Assistant Chapter 12D-19, F.A.C.

Name to Appear on Certificate:	Heather S	Sanche	ez		
Previous Name(s)(if applicable):					
Documentation Included:					
County: Lake			Title: Customer Rep		l
Certification Requested:	Certified I		Collector Assistant		
Initial: 🗸		Rein	statement:		
Certification Date:	04/01/25				
✓ Application with Required		plica	tion		
✓ Application Fee	Signature	35			
✓ Courses Listed on Application	ation				
✓ Employment Dates Listed					
✓ Includes Current		nent			
			n Applicable Offic	e	
From: 03/13/23			Present		
From:		To:			
	Course	e Info	rmation		
Course Name				Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)					
90-hours per 12D-19.003(3)(b)					
	Collector's	Office		30	Attended Course
90-hours per 12D-19.003(3)(b)	Collector's	Office		30	Attended Course
90-hours per 12D-19.003(3)(b)	Collector's	Office		30	Attended Course
90-hours per 12D-19.003(3)(b)	Collector's	Office		30	Attended Course
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90-hours per 12D-19.003(3)(b)	Collector's	Office		30	Attended Course
90-hours per 12D-19.003(3)(b)	Collector's	Office		30	Attended Course
90-hours per 12D-19.003(3)(b)	Collector's	Office		30	Attended Course
90-hours per 12D-19.003(3)(b)	Collector's	Office	Tabellia		Attended Course
90-hours per 12D-19.003(3)(b)	Collector's	Office	Total Hours	30	Attended Course

Notes:

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

### 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** 

Reason for Applying								
✓ Initial Certification - \$25 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								
I have completed the required hours of approved c recertification, or reinstatement for the following de	ourses and signation:	passed a	any require	d examinations for the certificatio	n,			
☐ Certified Florida Appraiser ☐ Ce	ertified Florid	da Evalu	ator	Certified Cadastralist of F	lorida			
☐ Certified Florida Collector	rtified Florid	da Collec	ctor Assista	nt				
Experience for Certification – If you are apply Florida property appraiser's office, Florida tax colle pages as necessary). If you are applying for recert employment dates.	ctor's office ification or	e, or with	the Florida	Department of Revenue (attach a	additional			
Employer: Office of The Lake County Tax Co	ollector							
Your Title: Customer Representative II			Employme	nt Dates: 3/13/2023 - pres	sent			
Employer:								
Your Title:			Employme	nt Dates:				
Approved Courses – List each course you have reinstatement for which you are applying (attach ac of each approved course. If you are substituting yo license issued by the Florida Real Estate Appraisal type below. Attach a copy of the license.	dditional pag ur Certified	ges as ne Residen	ecessary). <i>i</i> tial Apprais	Attach documentation verifying co er license or Certified General Ap s, list your license number and lic	opraiser			
No. Course Title	Hours	No.		Course Title	Hours			
TC-0001C Counterfeits & Alterations	.75 (45 min)	TC-0003C	Vehicle Ide	entification Documents	.83 (50 min)			
TC-0002C Driver's License & ID Cards	.75 (45 min)	TC-0005C	Birth Certi	ficates	.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  Di3/13/2025								



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

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** 

Reason for Applying								
✓ Initial Certification - \$25 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 corecertification, or reinstatement for the following des	Jui ses allu	passed	any required	d examinations for the certification	on,			
☐ Certified Florida Appraiser ☐ Ce	rtified Flori	da Evalu	ator	Certified Cadastralist of I	Florida			
☐ Certified Florida Collector	rtified Florid	da Collec	ctor Assistar	nt				
Experience for Certification – If you are applying Florida property appraiser's office, Florida tax collection pages as necessary). If you are applying for recerting employment dates.	ctor's office fication or	, or with	the Florida i	Department of Revenue (attach	additional			
Employer: Office of The Lake County Tax Co	llector							
Your Title: Customer Representative II			Employmer	nt Dates: 03/13/2023 - pr	esent			
Employer:								
Your Title:			Employmer	nt Dates:				
Approved Courses – List each course you have reinstatement for which you are applying (attach ad of each approved course. If you are substituting you license issued by the Florida Real Estate Appraisal type below. Attach a copy of the license.	ditional pag ur Certified	ges as ne Residen	ecessary). A tial Appraise	attach documentation verifying c er license or Certified General A	ppraiser			
No. Course Title	Hours	No.		Course Title	Hours			
TC-0006C Canadian BC, Driver and Vehicle Documents	.75 (45 min)	TC-0008C	Internal Fra	ud for Staff	.75 (45 min)			
TC-0007C Canadian Travel, Citizenship, & Immigration Docs	1.0 (60 min)	TC-0009C	Introductio	n to Covert Features	.75 (45 min)			
Applicant Signature I am requesting approval for Florida professional ceinformation provided on this form and any attachme	ertification, ents are true	recertific e and co	ation, or reir rrect to the l	nstatement. I certify that all of the pest of my knowledge.	Э			
Signature: HEATHER SANCHEZ	•			<sup>D</sup> 03/13/2025				



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

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** 

Reason for Applying									
✓ Initial Certification - \$25 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	Collecto	٢							
I have completed the required hours of approved or recertification, or reinstatement for the following de	ouises and	passed a	any required	d examinations for the certification	on,				
Certified Florida Appraiser C	ertified Flori	da Evalu	ator	Certified Cadastralist of I	Florida				
☐ Certified Florida Collector	ertified Flori	da Collec	ctor Assistar	nt					
Experience for Certification – If you are apply Florida property appraiser's office, Florida tax collepages as necessary). If you are applying for receremployment dates.	ector's office tification or	e, or with	the Florida	Department of Revenue (attach	additional				
Employer: Office of The Lake County Tax C				18.1					
Your Title: Customer Representative I			Employme	nt Dates: 03/13/2023 - pre	esent				
Employer:									
Your Title:			Employme	nt Dates:					
Approved Courses – List each course you have reinstatement for which you are applying (attach as of each approved course. If you are substituting you license issued by the Florida Real Estate Appraisation type below. Attach a copy of the license.	dditional pa our Certified	ges as ne Residen	ecessary). <i>A</i> tial Appraise	Attach documentation verifying c er license or Certified General A	ppraiser				
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:  Date: 3/13/2025									

Page 4

Application for

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

## 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** 

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): Heather Sanchez								
Business email address: n/a	siness email address: n/a				Business phone number: 352-343-9602			
Job title: Customer Representative II								
Employed by: Office of The Lake County Tax								
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 ☐ Ce	ied Florida Appraiser							
☐ Certified Florida Collector	Certified Florida Collector Assistant							
<b>Experience for Certification</b> – If you are applying for your <b>initial certification</b> , 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 <b>recertification</b> or for <b>reinstatement</b> , 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 Docu	iments	.75 (45 min)			
TC-0015C Social Security Cards	.50 (30 min)	TC-0017C	U.S. Immigr	ration 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								

Page 5

Application for Florida Professional Certification

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

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** 

Reason for Applying								
✓ Initial Certification - \$25 fee								
Applicant Information								
Applicant's name (as you would like it to appear or	the certific	,		er Sanchez				
Business email address: n/a	siness 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:								
☐ Certified Florida Appraiser ☐ Ce	Certified Florida Appraiser Certified Florida Evaluator Certified Cadastralist of Florida							
☐ Certified Florida Collector	✓ Certified Florida Collector Assistant							
<b>Experience for Certification</b> – If you are applying for your <b>initial certification</b> , 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 <b>recertification</b> or for <b>reinstatement</b> , 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	C CDL Module 4 .75		.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:  Date 3/13/2025								



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

Property Tax Oversight Certification and Training

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Reason for Applying							
X 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 or	the certific	,		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:							
Certified Florida Appraiser	Certified Florida Appraiser						
Certified Florida Collector	Certified Florida Collector Certified Florida Collector Assistant						
<b>Experience for Certification</b> – If you are applying for your <b>initial certification</b> , 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 <b>recertification</b> or for <b>reinstatement</b> , provide your current employer and employment dates.							
Employer: Office of The Lake County Tax Co	ollector						
Your Title: Customer Representative II				Employment Dates: 3/13/2023 - present			
Employer:							
Your Title:			Employment Dates:				
<b>Approved Courses</b> – 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 00450	Information a	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			



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

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 or	n the certific	ate): <b> </b>	leather S				
Business email address: n/a Business phone number: 352-343-9602							
Job title: Customer Representative II							
Employed by: Office of The Lake County Tax	Collecto	r					
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							
<b>Experience for Certification</b> – If you are applying for your <b>initial certification</b> , 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 <b>recertification</b> or for <b>reinstatement</b> , 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					sent		
Employer:							
Your Title:			Employment Dates:				
<b>Approved Courses</b> – 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 0036¢ TCC 503 Coll. & Dist. of Prop Taxes & S.	A 30.0	TC 0038	CTCC 002 I	Effective Decision Making in WP	10.0		
TC 0037¢ TCC 001 Bankruptcy	15.0	TC 0039	C 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:  Date: 14.24.20.05							
HEATHER SANCHEZ	_			Date: 03/13/2025			



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

Property Tax Oversight Certification and Training

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Reason for Applying							
X 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):  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	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:							
Certified Florida Appraiser	aiser Certified Florida Evaluator Certified Cadastralist of Florida						
Certified Florida Collector	Certified Florida Collector Assistant						
<b>Experience for Certification</b> – If you are applying for your <b>initial certification</b> , 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 <b>recertification</b> or for <b>reinstatement</b> , provide your current employer and employment dates.							
Employer: Office of The Lake County Tax Collector							
Your Title: Customer Representative II				ent Dates: 03/13/2023 - pro	esent		
Employer:							
Your Title:			Employment Dates:				
<b>Approved Courses</b> – 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 00410 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:  Date: 0.4.0.0.0.5							
* HEATHEK JANCHEZ	_			Data: 03/13/2025			





### **HEATHER SANCHEZ**

for the successful completion of

**Driver License Preparatory Training - OLT** 

by FLHSMV

12 Hours

**Date of Course Completion:** 3/29/2023





### **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





### **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





### **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





### **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





### **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





### **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





### **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





### **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





### **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





### **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





### **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





### **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





#### **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





#### **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





#### **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





#### **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





#### **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

#### **Heather Sanchez**

on completing

#### TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

June 6, 2024 5 credit hours







#### **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





#### **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





#### **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





#### **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





#### **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

#### **Heather Sanchez**

on completing

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

Course Number: TC-0038C

on

June 26, 2024 10 credit hours



#### **Heather Sanchez**

on completing

#### TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

August 6, 2024 15 credit hours



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

#### **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 S	Sheets						
Previous Name(s)(if applicable):								
Documentation Included:								
County: Dade		Job	Title:	Tax Colle	ector (	Custor	ner Ser	vice Rep II
Certification Requested:	Certified				<u>istant</u>			
Initial: 🗸	1	Rein	state	ment:				
Certification Date:	03/01/25							
✓ Application with Required		oplica	tion					
✓ Application Fee	Olgridiai	00						
✓ Courses Listed on Applica	ation							
✓ Employment Dates Listed								
Includes Current		nent						
Two Years of Ex			ın Apı	olicable	Office	е		
From: 02/13/23		To:	Pres	ent				
From:		To:						
	Cours	e Info	rma	tion				
Course Name						Hours Credi		Documentation
30-hours per 12D-19.003(3)(a)								
TCC 503 Collection & Distribution of Pro	perty Taxe	s and S	Specia	l Assessr	nents		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 Tr	aining (Inst	ructor L	_ed)				64	Attended Course
			-	Γotal Ho	urs		154	
							. 5 -	

Notes:



## Application for Florida Professional Certification

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

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

nitp://nondarevende.com/prop	berty/r age	55/CUIICIA	<u></u>	g_RegistrationAndPayment.asp	JX			
Reason for Applying			:					
✓ Initial Certification - \$25 fee	Recertifica	i <b>tion</b> - \$5 f	ee 🗌	Reinstatement of Certification -	\$5 fee			
Applicant Information		N. CANTON						
Applicant's name (as you would like it to appear on	the certific	JOSI	hua Sheet					
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 Colle								
I have completed the required hours of approved c recertification, or reinstatement for the following de	ourses and signation:	l passed a	ny require	d examinations for the certification	١,			
Certified Florida Appraiser Ce	rtified Flor	ida Evalua	tor	Certified Cadastralist of Fl	orida			
☐ Certified Florida Collector ✓ Ce	rtified Flor	ida Collect	or Assista	nt				
Experience for Certification – If you are apply Florida property appraiser's office, Florida tax colle pages as necessary). If you are applying for recert employment dates.  Employer: Miami-Dade County Office of the Tax C	ctor's office ification o	e, or with th	าe Florida	Department of Revenue (attach a	dditional			
Your Title: Tax Record Specialist 2		E	Employme	ent Dates: 2/13/2023 - 6/28/2023				
Employer: Miami-Dade County Office of the Tax C	ollector							
Your Title: Senior Tax Record Specialist		E	Employme	ent 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 00	3 - Customer Service Training	5			
TC-0038C TCC 002 - Effective Decision-Making in the Workplace	10	TC-0036C	TCC 503 - Collec	ction and Distribution of Property Taxes and Special Assessments	30			
Applicant Signature I am requesting approval for Florida professional c information provided on this form and any attachm Signature:	ertification, ents are tru	recertifica ue and corr	tion, or re ect to the	instatement. I certify that all of the best of my knowledge.  Date:  04 / 2025				



## Application for Florida Professional Certification

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

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

nitp.//ilondarevende.com/prop	berty/Page:	S/Comci	ai_Tain	ing_RegistrationAndPayme	эпі.aspx 
Reason for Applying	erregionali.	Viendille.			
✓ Initial Certification - \$25 fee	Recertificat	tion - \$5	fee	Reinstatement of Certification	ation - \$5 fee
Applicant Information					
Applicant's name (as you would like it to appear or	the certifica	ate):	shua She	eets	
Business email address: Joshua.Sheets@miamida	ade.gov		Business	s phone number: 305-375-16	335
Job title: Tax Collector Customer Service Rep 2		1		,	
Employed by: Miami-Dade Office of the Tax Colle					
I have completed the required hours of approved c recertification, or reinstatement for the following de	ourses and signation:	passed a	any requi	red examinations for the certi	fication,
Certified Florida Appraiser Ce	ertified Florid	da Evalua	ator	Certified Cadastrali	st of Florida
☐ Certified Florida Collector ✓ Ce	ertified Florid	da Collec	tor Assis	tant	
Experience for Certification – If you are apply Florida property appraiser's office, Florida tax colle pages as necessary). If you are applying for recert employment dates.  Employer: Miami-Dade County Office of the Tax C	ctor's office i <b>fication</b> or	, or with t	the Floric	la Department of Revenue (a	ttach additional I
Your Title: TC Customer Service Representative 2			Employn	nent Dates: 2/16/2025 - Pres	sent
Employer:					
Your Title:	****		Employn	nent Dates:	
Approved Courses – List each course you have reinstatement for which you are applying (attach ac of each approved course. If you are substituting you license issued by the Florida Real Estate Appraisatype below. Attach a copy of the license.	dditional pag ur Certified	ges as ne Residen one or mo	ecessary) tial Appra	<ul> <li>Attach documentation verify aiser license or Certified Gene es, list your license number a</li> </ul>	/ing completion eral Appraiser
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		HEOMA			
I am requesting approval for Florida professional c information provided on this form and any attachm	ertification, i ents are trui	recertifica e and cou	ation, or i rrect to th	reinstatement. I certify that all ne best of my knowledge	of the
Signature:				Date: 04 10 7.0	

#### **Joshua Sheets**

on completing

#### TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

March 13, 2024 15 credit hours



#### **Joshua Sheets**

on completing

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

Course Number: TC-0038C

on

March 13, 2024 10 credit hours



#### **Joshua Sheets**

on completing

#### TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

March 14, 2024 5 credit hours



## **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



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





#### **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 S	ilaire				 
Previous Name(s)(if applicable):						
Documentation Included:						
County: Charlotte		Jol	b Title:Tech	nnical Spe	cialist II	
Certification Requested:	Certified	Florid	da Collector	Assistant		
Initial:		Re	instatemer	nt:		
Certification Date:	04/01/25					
	Ap	oplic	cation			
✓ Application with Required	Signatur	es				
✓ Application Fee						
✓ Courses Listed on Application						
✓ Employment Dates Listed						
✓ Includes Current						
✓ Two Years of Ex	perience			ble Office	Э	
From: 06/08/22			o: Present			
From:		To	0:			
			_			
	Cours	e In	<u>formation</u>	1	ı	T
Course Name					Hours	Documentation
					Credited	Boodinontation
30-hours per 12D-19.003(3)(a)						
TCC 501 - Duties and Responsibilities	of Florida T	ax C	ollectors		30	Attended Course
90-hours per 12D-19.003(3)(b)						
TCC 502 - Management of a Florida Tax	Collector's	Offic	е		30	Attended Course
TCC 503 - Collection and Distribution of P	roperty Tax	es an	nd Special As	sessments	30	Attended Course
TCC 504 - Collection of Licenses, Taxes						
	and Fees				30	Attended Course
	and Fees				30	Attended Course
	and Fees				30	Attended Course
	and Fees				30	Attended Course
	and Fees				30	Attended Course
	and rees				30	Attended Course
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	and Fees				30	Attended Course
	and Fees				30	Attended Course
	and rees				30	Attended Course
	and Fees				30	Attended Course
	and rees				30	Attended Course
	and rees		Tota	LHours		Attended Course
	and Fees		Tota	I Hours	120	Attended Course

Notes:



## Application for Florida Professional Certification

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

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								
✓ Initial Certification - \$25 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 or recertification, or reinstatement for the following de	ourses and signation:	passed a	any required	examinations for the certification	١,			
☐ Certified Florida Appraiser ☐ Ce	rtified Flori	da Evalu	ator	Certified Cadastralist of Fl	orida			
Certified Florida Collector	rtified Flori	da Collec	tor Assistant	t				
<b>Experience for Certification</b> – If you are applying for your <b>initial certification</b> , 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 <b>recertification</b> or for <b>reinstatement</b> , provide your current employer and employment dates.								
Employer: Charlotte County Tax Collector								
Your Title: Technical Specialist II			Employmen	t Dates: 06/08/2022- CURRENT				
Employer:		•						
Your Title:			Employmen	t 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-00360	C 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			
signature: Maryin Silairo Digi	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.							

## **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



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



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



Property Tax Oversight, Certification and Training Team

Certifies that

#### **Marvin Silaire**

has successfully completed

# TCC 501 - DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

DEPARTMENT OF REVENUE

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		gency Manager	
Certification Requested:	Certified Florida Collector		
Initial: 🗸	Reinstatemen	nt:	
Certification Date:	04/01/25		
	Application		
✓ Application with Required			
✓ Application Fee			
✓ Courses Listed on Applica	ation		
✓ Employment Dates Listed			
✓ Includes Current			
	perience with an Applica	ble Office	
From: 06/01/13	To: Present		
From:	To:		
Г			
	Course Information		1
Course Name		Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		Credited	
	of Florida Tax Collectors	30	Attended Course
TCC 501 - Duties and Responsibilities	of Florida Tax Collectors	30	Attended Course
		30	Attended Course
TCC 501 - Duties and Responsibilities (90-hours per 12D-19.003(3)(b)	Collector's Office		
TCC 501 - Duties and Responsibilities ( 90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax	Collector's Office	30	Attended Course
TCC 501 - Duties and Responsibilities ( 90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 504 - Collection of Licenses, Taxes	Collector's Office	30 30	Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 504 - Collection of Licenses, Taxes  TCC 001 - Bankruptcy	Collector's Office	30 30 15	Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's Office and Fees	30 30 15 10	Attended Course Attended Course Attended Course Attended Course
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 504 - Collection of Licenses, Taxes TCC 001 - Bankruptcy TCC 002 - Effective Decision Making	Collector's Office and Fees	30 30 15 10 5	Attended Course Attended Course Attended Course Attended Course

Notes:



## Application for Florida Professional Certification

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

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								
✓ Initial Certification - \$25 fee	nual Recertific	ation - \$5	fee	Reinstatement of Certification	- \$5 fee			
Applicant Information								
Applicant's name (as you would like it to appl		cate): Kath	nerine Torre	es				
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 appro- recertification, or reinstatement for the following	ved courses and ng designation:	d passed a	any require	d examinations for the certificatio	n,			
Certified Florida Appraiser								
Certified Florida Collector	Certified Flor	rida Collec	tor Assista	nt				
Florida property appraiser's office, Florida tay pages as necessary). If you are applying for i employment dates.  Employer: Orange County Tax Collector	collector's office recertification of the collection of the collec	or for reins	statement,	provide your current employer ar	additional nd			
Your Title: Sr Agency Manager			Employme	nt Dates: 12/2022 to Present				
Employer: Orange County Tax Collector								
Your Title:			Employme	nt 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	EFFEC	TIVE DECISION MAKING	10			
TC-0039C CUSTOMER SERVICE TRAININ	G 5	TC-0040C	DUTIES AN	D RESPONSIBILITIES OF FL TAX COLLECTOR	30			
Applicant Signature I am requesting approval for Florida profession information provided on this form and any attacking signature:	nal certification, achments are tru	recertifica ue and cor	ation, or rei rect to the	nstatement. I certify that all of the best of my knowledge. Date: 03/26/2025				



## Application for Florida Professional Certification

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

**Property Tax Oversight Certification and Training** 

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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	Recertific	ation - \$5	fee	Reinstatement of Certification	- \$5 fee			
Applicant Information					43			
Applicant's name (as you would like it to appear or	the certifi							
Business email address: ktorres@octaxcol.com			Business p	hone number: <sub>407-8364341</sub>				
Job title: Sr Agency Manager								
Employed by: Orange County Tax Collector								
I have completed the required hours of approved or recertification, or reinstatement for the following de	ourses and signation:	d passed a	any require	d examinations for the certificatio	n,			
☐ Certified Florida Appraiser ☐ Ce	ertified Flo	rida Evalua	ator	Certified Cadastralist of F	lorida			
☐ Certified Florida Collector ✓ Ce	ertified Flo	ida Collec	tor Assista	nt				
Experience for Certification – If you are apply Florida property appraiser's office, Florida tax colle pages as necessary). If you are applying for recert employment dates.  Employer: Orange County Tax Collector	ctor's offic	e, or with t	the Florida	Department of Revenue (attach a	additional			
Your Title: Sr Agency Manager			Employme	nt Dates: 12/2022 to Present				
Employer: Orange County Tax Collector				12/20/20 10 10 10 10 10 10 10 10 10 10 10 10 10				
Your Title:			Employme	nt 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.	1	Course Title	Hours			
TC-0041C LEADERSHIP & MGMT SKILLS IN A FL TAX COLLECTOR OFFICE	30	TC-0042C	COLLECTION	ON OF LICENSES, TAXES, AND FEES	30			
Applicant Signature  I am requesting approval for Florida professional conformation provided on this form and any attachments Signature:	ertification, ents are tru	recertifica	ation, or rein rect to the	nstatement. I certify that all of the best of my knowledge.  Date:				
John Jary				03/26/2025				

## **Katherine Torres**

on completing

#### TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

April 30, 2024 5 credit hours



## **Katherine Torres**

on completing

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

Course Number: TC-0038C

on

May 9, 2024 10 credit hours



## **Katherine Torres**

on completing

#### TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

May 17, 2024 15 credit hours



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



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



Property Tax Oversight, Certification and Training Team

Certifies that

## **Katherine Torres**

has successfully completed

# TCC 501 - DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

DEPARTMENT OF REVENUE

Course Number: TC-0040C

March 3, 2025 30 credit hours



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

	Militza V	argas l	Muniz		
Previous Name(s)(if applicable):					
Documentation Included:					
County: Charlotte			Title: Technical Spe		
Certification Requested:	Certified		a Collector Assistant		
Initial: 🗸			nstatement:		
Certification Date:	04/01/25	<u> </u>			
		pplica	ation		
✓ Application with Required	Signatu	res			
Application Fee	41				
Courses Listed on Applica					
Employment Dates Listed		-			
✓ Includes Current			A l: l- l - Off: -	_	
	perience		an Applicable Offic	е	
From: 06/20/22			Present		
From:		To:			
	Cours	o Infe	ormation		
	Cours	e IIII	Jillation	Hours	
Course Name				Credited	Documentation
30-hours per 12D-19.003(3)(a)					
TCC 501 - Duties and Responsibilities of	of Florida	Tax Col	llectors	30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b>	of Florida	Tax Col	llectors	30	Attended Course
·			llectors	30	Attended Course
90-hours per 12D-19.003(3)(b)	Collector's	Office			
90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax	Collector's	Office		30	Attended Course
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of P	Collector's	Office		30 30	Attended Course Attended Course
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of P	Collector's	Office		30 30	Attended Course Attended Course
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of P	Collector's	Office		30 30	Attended Course Attended Course
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of P	Collector's	Office		30 30	Attended Course Attended Course
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of P	Collector's	Office		30 30	Attended Course Attended Course
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of P	Collector's	Office		30 30	Attended Course Attended Course
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of P	Collector's	Office		30 30	Attended Course Attended Course
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of P	Collector's	Office		30 30	Attended Course Attended Course
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of P	Collector's	Office		30 30	Attended Course Attended Course
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of P	Collector's	Office		30 30	Attended Course Attended Course
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of P	Collector's	Office		30 30	Attended Course Attended Course
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of P	Collector's	Office	Special Assessments	30 30 30	Attended Course Attended Course
90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 503 - Collection and Distribution of P	Collector's	Office		30 30	Attended Course Attended Course

Notes:



## Application for Florida Professional Certification

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

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** 

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 certification	ate): MILI	TZA VARG	AS MUNIZ			
Business email address: Militza.VargasMuniz@cha	rlottecounty	fl.gov	Business p	hone number: 941-743-1350			
Job title: Technical Specialist II							
Employed by: Charlotte County Tax Collector							
I have completed the required hours of approved c recertification, or reinstatement for the following de	ourses and signation:	passed a	any required	examinations for the certification	١,		
☐ Certified Florida Appraiser ☐ Ce	ertified Flori	da Evalu	ator	Certified Cadastralist of Fl	orida		
Certified Florida Collector	rtified Flori	da Collec	tor Assistan	t			
Experience for Certification – If you are apply Florida property appraiser's office, Florida tax colle pages as necessary). If you are applying for recert employment dates.	ctor's office	or with t	the Florida [	Department of Revenue (attach a	dditional		
Employer: Charlotte County Tax Collector							
Your Title: Technical Specialist II			Employmer	nt Dates: 06/20/2022- CURRENT			
Employer:		1					
Your Title:			Employmer	nt 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-00360	C TCC-503 Col	I & 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  Digitally signed by Militza Vargas Muniz  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



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



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



Property Tax Oversight, Certification and Training Team

Certifies that

## Militza Vargas Muniz

has successfully completed

# TCC 501 - DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

ARTHRENT OF REI

Course Number: TC-0040C

March 3, 2025 30 credit hours



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

Name to Appear on Certificate:	Sheree Walker					
Previous Name(s)(if applicable):	):					
Documentation Included:						
County: Lake	resentative II					
Certification Requested:						
Initial: 🗸	Reinstatement:					
Certification Date:	06/01/25					
	Application					
Application with Required	Signatures					
Application Fee						
Courses Listed on Applica						
✓ Employment Dates Listed						
✓ Includes Current ✓ Two Years of Ex	ι Επιριογιπέπι (perience with an Applicable Office	2				
From: 05/08/23	To: Present	<del>.</del>				
From:	To:					
T TOTH.	10.					
	Course Information					
Course Name  Hours  Documentation						
Course Name		Credited	Documentation			
30-hours per 12D-19.003(3)(a)		Credited	Documentation			
	operty Taxes and Special Assessments	Credited 30	Attended Course			
30-hours per 12D-19.003(3)(a)	operty Taxes and Special Assessments					
30-hours per 12D-19.003(3)(a) TCC 503 Collection & Distribution of Pro						
30-hours per 12D-19.003(3)(a) TCC 503 Collection & Distribution of Pro 90-hours per 12D-19.003(3)(b)		30	Attended Course			
30-hours per 12D-19.003(3)(a) TCC 503 Collection & Distribution of Pro 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax		30	Attended Course  Attended Course			
30-hours per 12D-19.003(3)(a) TCC 503 Collection & Distribution of Pro 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 001 - Bankruptcy		30 30 15	Attended Course  Attended Course  Attended Course			
30-hours per 12D-19.003(3)(a)  TCC 503 Collection & Distribution of Pro 90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making	Collector's Office	30 30 15 10	Attended Course Attended Course Attended Course Attended Course			
30-hours per 12D-19.003(3)(a) TCC 503 Collection & Distribution of Pro 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 001 - Bankruptcy TCC 002 - Effective Decision Making TCC 003 - Customer Service Training	Collector's Office	30 30 15 10 5	Attended Course Attended Course Attended Course Attended Course Attended Course			
30-hours per 12D-19.003(3)(a)  TCC 503 Collection & Distribution of Pro 90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making  TCC 003 - Customer Service Training  FLHSMV - Driver License Preparatory Tr	Collector's Office	30 30 15 10 5	Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course			
30-hours per 12D-19.003(3)(a)  TCC 503 Collection & Distribution of Pro 90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making  TCC 003 - Customer Service Training  FLHSMV - Driver License Preparatory Tr  FLHSMV - Heavy Vehicle Use Tax	Collector's Office raining (Online)	30 30 15 10 5 12	Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course			
30-hours per 12D-19.003(3)(a) TCC 503 Collection & Distribution of Pro 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 001 - Bankruptcy TCC 002 - Effective Decision Making TCC 003 - Customer Service Training FLHSMV - Driver License Preparatory Tr FLHSMV - Heavy Vehicle Use Tax AAMVA - Birth Certificates	Collector's Office raining (Online) ve and Vehicle Documents	30 30 15 10 5 12 1 0.50	Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course			
30-hours per 12D-19.003(3)(a) TCC 503 Collection & Distribution of Pro 90-hours per 12D-19.003(3)(b) TCC 502 - Management of a Florida Tax TCC 001 - Bankruptcy TCC 002 - Effective Decision Making TCC 003 - Customer Service Training FLHSMV - Driver License Preparatory Tr FLHSMV - Heavy Vehicle Use Tax AAMVA - Birth Certificates AAMVA - Canadian Birth Certificates, Dri	Collector's Office raining (Online) ve and Vehicle Documents	30 30 15 10 5 12 1 0.50 0.75	Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course			
30-hours per 12D-19.003(3)(a)  TCC 503 Collection & Distribution of Pro 90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making  TCC 003 - Customer Service Training  FLHSMV - Driver License Preparatory Tr  FLHSMV - Heavy Vehicle Use Tax  AAMVA - Birth Certificates  AAMVA - Canadian Birth Certificates, Dri  AAMVA - Canadian Travel, Citizenship a	Collector's Office raining (Online) ve and Vehicle Documents	30 30 15 10 5 12 1 0.50 0.75 1	Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course			
30-hours per 12D-19.003(3)(a)  TCC 503 Collection & Distribution of Pro 90-hours per 12D-19.003(3)(b)  TCC 502 - Management of a Florida Tax  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making  TCC 003 - Customer Service Training  FLHSMV - Driver License Preparatory Tr  FLHSMV - Heavy Vehicle Use Tax  AAMVA - Birth Certificates  AAMVA - Canadian Birth Certificates, Dri  AAMVA - Canadian Travel, Citizenship al	Collector's Office raining (Online) ve and Vehicle Documents	30 30 15 10 5 12 1 0.50 0.75 1 0.75	Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course  Attended Course			

**Total Hours** 

Yes

108

No

Notes: Total hours: 120.33

Committee recommends certification:



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

Name to Appear on Certificate: Sheree Walker					
Previous Name(s)(if applicable):  Documentation Included:					
County: Lake	Florida Collector Assistar	•			
Certification Requested: Initial: ✓	Certified F	Reinstatement:	1L 1		
Certification Date:	06/01/25	Neinstatement.			
Certification Date.	00/01/23				
	Ар	plication			
✓ Application with Required	Signature	es :			
✓ Application Fee					
Courses Listed on Applica	tion				
✓ Employment Dates Listed					
✓ Includes Current					
	perience v	with an Applicable Offi	ce		
From: 05/08/23		To: Present			
From:		To:			
	Course	Information			
	Jourod	, iniormation	Hours		
Course Name			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 Document	S		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		

Yes

No

Notes:

Committee recommends certification:



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

Name to Appear on Certificate:	Sheree W	/alker			
Previous Name(s)(if applicable):					
Documentation Included:					
County: Lake			Title: Customer Re	•	II
Certification Requested:	Certified I		Collector Assista	<u>nt</u>	
Initial: 🗸		Reins	statement:		
Certification Date:	06/01/25				
✓ Application with Required		plica	tion		
✓ Application With Required ✓ Application Fee	Signature	55			
✓ Courses Listed on Application	ation				
✓ Employment Dates Listed					
✓ Includes Current		nent			
✓ Two Years of Ex			n Applicable Off	ice	
From: 05/08/23			Present		
From:		To:			
	Course	e Info	rmation		
Course Name				Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)					
00 110 110   10 110 10 (0)(a)					
90-hours per 12D-19.003(3)(b)					
	ty Awarenes	ss Train	ing	0.50	Attended Course
90-hours per 12D-19.003(3)(b)	ty Awarenes	ss Train	ing	0.50	Attended Course
90-hours per 12D-19.003(3)(b)	ty Awarenes	ss Train	ing	0.50	Attended Course
90-hours per 12D-19.003(3)(b)	ty Awarenes	ss Train	iing	0.50	Attended Course
90-hours per 12D-19.003(3)(b)	ty Awarenes	ss Train	ing	0.50	Attended Course
90-hours per 12D-19.003(3)(b)	ty Awarenes	ss Train	ing	0.50	Attended Course
90-hours per 12D-19.003(3)(b)	ty Awarenes	ss Train	iing	0.50	Attended Course
90-hours per 12D-19.003(3)(b)	ty Awarene:	ss Train	ing	0.50	Attended Course
90-hours per 12D-19.003(3)(b)	ty Awarenes	ss Train	ing	0.50	Attended Course
90-hours per 12D-19.003(3)(b)	ty Awarenes	ss Train	ning	0.50	Attended Course
90-hours per 12D-19.003(3)(b)	ty Awarenes	ss Train	ing	0.50	Attended Course
90-hours per 12D-19.003(3)(b)	ty Awarenes	ss Train	ing	0.50	Attended Course
90-hours per 12D-19.003(3)(b)	ty Awarenes	ss Train	ning	0.50	Attended Course
90-hours per 12D-19.003(3)(b)	ty Awarenes	ss Train	ing	0.50	Attended Course
90-hours per 12D-19.003(3)(b)	ty Awarenes	ss Train			Attended Course
90-hours per 12D-19.003(3)(b)	ty Awarenes	ss Train	Total Hours	0.50	Attended Course
90-hours per 12D-19.003(3)(b)		ss Train			Attended Course

Notes:

Page 1

Application for Florida Professional Certification

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

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** 

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 or	the certific	ate): S	heree Wa				
Business email address: n/a	Business email address: n/a Business phone number: 352-343-9602						
Job title: Customer Representative II		•					
Employed by: Office of The Lake County Tax							
I have completed the required hours of approved c recertification, or reinstatement for the following de	ourses and signation:	passed a	any required	examinations for the certific	ation,		
☐ Certified Florida Appraiser ☐ Ce	ertified Flori	da Evalu	ator	Certified Cadastralist	of Florida		
☐ Certified Florida Collector	rtified Flori	da Collec	ctor Assistan	t			
Experience for Certification – If you are apply Florida property appraiser's office, Florida tax colle pages as necessary). If you are applying for recert employment dates.	ctor's office ification or	e, or with	the Florida D	Department of Revenue (atta	ch additional		
Employer: Office of The Lake County Tax Co	ollector			1 D 1 5/00/0000			
Your Title: Customer Representative II			Employmen	t Dates: 5/08/2023 - presen	Į.		
Employer:							
Your Title:			Employmen	nt Dates:			
<b>Approved Courses</b> – List each course you have reinstatement for which you are applying (attach as of each approved course. If you are substituting yo license issued by the Florida Real Estate Appraisa type below. Attach a copy of the license.	dditional pa ur Certified	ges as ne Residen	ecessary). A tial Appraise	ttach documentation verifying er license or Certified Genera	g completion I Appraiser		
No. Course Title	Hours	No.		Course Title	Hours		
TC-0001C Counterfeits & Alterations	.75 (45 min)	TC-0003C	Vehicle Ider	ntification Documents	.83 (50 min)		
TC-0002C Driver's License & ID Cards	.75 (45 min)	TC-0005C	Birth Certifi	cates	.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:  Date:  05/09/2025							



## Application for Florida Professional Certification

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

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** 

Person for Applying							
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 or	n the certific	ate):	Sheree \	Walker			
Business email address: n/a			Business p	hone number: 352-343-9602			
Job title: Customer Representative II		·					
Employed by: Office of The Lake County Tax							
I have completed the required hours of approved of recertification, or reinstatement for the following de	courses and esignation:	passed	any required	I examinations for the certificatio	n,		
Certified Florida Appraiser C	ertified Flori	da Evalu	ator	Certified Cadastralist of F	lorida		
Certified Florida Collector	ertified Flori	da Collec	ctor Assistar	nt			
Experience for Certification – If you are apply Florida property appraiser's office, Florida tax colle pages as necessary). If you are applying for receremployment dates.	ector's office tification or	or with	the Florida i	Department of Revenue (attach a	additional		
Employer: Office of The Lake County Tax C	ollector						
Your Title: Customer Representative II			Employmer	nt Dates: 5/08/2023 - preser	nt		
Employer:							
Your Title:			Employmer	nt 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 Fra	ud for Staff	.75 (45 min)		
TC-0007C Canadian Travel, Citizenship, & Immigration Docs	1.0 (60 min)	TC-0009C	Introductio	n to Covert Features	.75 (45 min)		
Applicant Signature							
I am requesting approval for Florida professional of information provided on this form and any attachm	ertification, ents are tru	recertific e and co	ation, or reir rrect to the t	nstatement. I certify that all of the pest of my knowledge.	;		
Signature: Sheree L. Walker				Date: 5/09/2025			

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Application for

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

## 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** 

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 o	n the certific	ate):	Sheree				
Business email address: n/a			Business p	hone number: 352-343-9602			
Job title: Customer Representative II							
Employed by: Office of The Lake County Tax	c Collecto	r					
I have completed the required hours of approved or recertification, or reinstatement for the following de	courses and esignation:	passed	any required	d examinations for the certification	on,		
Certified Florida Appraiser C	ertified Flori	da Evalu	ator	Certified Cadastralist of	Florida		
Certified Florida Collector	ertified Flori	da Collec	ctor Assistar	nt			
Experience for Certification – If you are apply Florida property appraiser's office, Florida tax collepages as necessary). If you are applying for receremployment dates.  Employer: Office of The Lake County Tax C	ector's office tification or	e, or with	the Florida	Department of Revenue (attach	additional		
	ollector		Employme	nt Dates: Figures			
Your Title: Customer Representative II			Lilipioyilloi	nt Dates: 5/08/2023 - prese	าเ		
Employer:							
Your Title:			Employme	nt 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-00130	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:  Date:  Date							

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Application for

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

## 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** 

Reason for Applying						
✓ Initial Certification - \$25 fee  Annual F	Recertifica	tion - \$5	fee 🔲 I	Reinstatement of Certification	- \$5 fee	
Applicant Information						
Applicant's name (as you would like it to appear on	the certific	ate):	Sheree W			
Business email address: n/a			Business p	hone 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 or recertification, or reinstatement for the following de	ourses and	passed a	any required	d examinations for the certification	on,	
☐ Certified Florida Appraiser ☐ Ce	ertified Flori	da Evalu	ator	Certified Cadastralist of I	Florida	
Certified Florida Collector	rtified Flori	da Collec	ctor Assistar	nt		
Experience for Certification – If you are apply Florida property appraiser's office, Florida tax colle pages as necessary). If you are applying for recert employment dates.	ctor's office ification or	or with	the Florida	Department of Revenue (attach	additional	
Employer: Office of The Lake County Tax Co	ollector					
Your Title: Customer Representative II			Employme	nt Dates: 5/08/2023 - presei	nt	
Employer:		•				
Your Title:			Employme	nt 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 Docu	iments	.75 (45 min)	
TC-0015C Social Security Cards	.50 (30 min)	TC-0017C	U.S. Immigi	ration 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:  Date: 100/2005						
Sheree L. Walker				Date: 05/09/2025		

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Application for

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

## 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** 

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 or	the certific	ate):	01	1A/ II			
B : " " !!			Sheree	Walker			
Business email address: n/a			Business pl	hone number: 352-343-9602			
Job title: Customer Representative II							
Employed by: Office of The Lake County Tax	Collector	r					
I have completed the required hours of approved or recertification, or reinstatement for the following de	ourses and		any required	examinations for the certification	n,		
☐ Certified Florida Appraiser ☐ Ce	ertified Flori	da Evalua	ator	Certified Cadastralist of F	-lorida		
Certified Florida Collector	ertified Flori	da Collec	tor Assistan	t			
Experience for Certification – If you are apply Florida property appraiser's office, Florida tax colle pages as necessary). If you are applying for recert employment dates.	ctor's office ification or	e, or with	the Florida [	Department of Revenue (attach	additional		
Your Title: Customer Penrasantative II	ollector		Employmen	nt Dates: 5/08/2023 - prese	. n. t		
Customer Representative ii			Lilipioyillei	11 Dates. 5/06/2023 - prese	TIL		
Employer:							
Your Title:			Employmer	nt 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:  Date: 05/09/2025							



## Application for Florida Professional Certification

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

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** 

Reason for Applying							
X 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 or	the certific	,	Sheree V				
Business email address: n/a			Business pl	hone number: 352-343-9602			
Job title: Customer Representative II							
Employed by: Office of The Lake County Tax	Collecto	ſ					
I have completed the required hours of approved or recertification, or reinstatement for the following de	ouises and	passed a	any required	l examinations for the certificatio	n,		
☐ Certified Florida Appraiser ☐ Ce	ertified Flori	da Evalua	ator	Certified Cadastralist of F	lorida		
☐ Certified Florida Collector ✓ Ce	ertified Flori	da Collec	tor Assistan	t			
Experience for Certification – If you are apply Florida property appraiser's office, Florida tax colle pages as necessary). If you are applying for recert employment dates.	ctor's office t <b>ification</b> or	e, or with t	the Florida [	Department of Revenue (attach a	additional		
Employer: Office of The Lake County Tax Co	ollector						
Your Title: Customer Representative II			Employmer	nt Dates: 5/08/2023 - presen	t		
Employer:							
Your Title:			Employmer	nt 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 00450	Information a	and Cyber Security Awareness Training	.50		
TC 0044C Heavy Vehicle Use Tax (HVUT)	1.0	TC 0041C	TCC 502 Le	eadership & 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:  Date: 05/09/2025							

Page 7

## Application for Florida Professional Certification

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

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** 

Reason for Applying							
X 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 or	the certific	,	Sheree Wal				
Business email address: n/a			Business pl	none number: 352-343-9602			
Job title: Customer Representative II							
Employed by: Office of The Lake County Tax							
I have completed the required hours of approved of recertification, or reinstatement for the following de	ourses and signation:	passed a	any required	examinations for the certification	n,		
☐ Certified Florida Appraiser ☐ Ce	ertified Flori	da Evalua	ator	Certified Cadastralist of F	lorida		
Certified Florida Collector	ertified Flori	da Collec	tor Assistan	t			
Experience for Certification – If you are apply Florida property appraiser's office, Florida tax collepages as necessary). If you are applying for recert employment dates.  Employer: Office of The Lake County Tax Co	ector's office tification of	e, or with t	the Florida [	Department of Revenue (attach a	additional		
V	ollector		Employmen	t Dates: 5/08/2023 - present			
Employer: Customer Representative II			Linployinoi	1 Dates: 3/00/2020 - present			
, ,							
Your Title:			Employmen	t 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		
C 0036¢ TCC 503 Coll. & Dist. of Prop Taxes & S	A 30.0	TC 0038	TCC 002 E	ffective Decision Making in WP	10.0		
「C 0037¢ TCC 001 Bankruptcy	15.0	TC 0039	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.							
Sheree L. Walker				Date: 5/09/2025			





### **SHEREE WALKER**

for the successful completion of

#### **Driver License Preparatory Training - OLT**

by FLHSMV

12 Hours





#### **SHEREE WALKER**

for the successful completion of

**Heavy Vehicle Use Tax (HVUT) - 2021** 

by FLHSMV

1 Hours 0 Minutes

**Date of Course Completion:** 11/29/2023





#### **SHEREE WALKER**

for the successful completion of

**AAMVA FDR 2024: Birth Certificates** 

by External Training

0 Hours 30 Minutes





#### **SHEREE WALKER**

for the successful completion of

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

by External Training

0 Hours 45 Minutes





#### **SHEREE WALKER**

for the successful completion of

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

by External Training

1 Hours 0 Minutes





#### **SHEREE WALKER**

for the successful completion of

**AAMVA FDR 2024: Counterfeits and Alterations** 

by External Training

0 Hours 45 Minutes





#### **SHEREE WALKER**

for the successful completion of

**AAMVA FDR 2024: Driver Licenses and ID Cards** 

by External Training

0 Hours 45 Minutes





#### **SHEREE WALKER**

for the successful completion of

**AAMVA FDR 2024: Internal Fraud for Staff** 

by External Training

0 Hours 45 Minutes





#### **SHEREE WALKER**

for the successful completion of

**AAMVA FDR 2024: Military ID Cards** 

by External Training

0 Hours 30 Minutes





#### **SHEREE WALKER**

for the successful completion of

**AAMVA FDR 2024: Introduction to Covert Features** 

by External Training

0 Hours 45 Minutes





#### **SHEREE WALKER**

for the successful completion of

**AAMVA FDR 2024: Introduction to Fraud** 

by External Training

1 Hours 0 Minutes





#### **SHEREE WALKER**

for the successful completion of

**AAMVA FDR 2024: Mexican Documents** 

by External Training

0 Hours 45 Minutes





#### **SHEREE WALKER**

for the successful completion of

#### **AAMVA FDR 2024: People and Actions**

by External Training

0 Hours 45 Minutes





#### **SHEREE WALKER**

for the successful completion of

**AAMVA FDR 2024: Security Features** 

by External Training

1 Hours 0 Minutes





#### **SHEREE WALKER**

for the successful completion of

**AAMVA FDR 2024: Social Security Cards** 

by External Training

0 Hours 30 Minutes





#### **SHEREE WALKER**

for the successful completion of

#### **AAMVA FDR 2024: Travel Documents**

by External Training

0 Hours 45 Minutes





#### **SHEREE WALKER**

for the successful completion of

### **AAMVA FDR 2024: US Immigration Documents**

by External Training

0 Hours 45 Minutes





### **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





### **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





### **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





### **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





### **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





### **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

### **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





### **Sheree Walker**

on completing

### TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

January 18, 2025 15 credit hours





### **Sheree Walker**

on completing

### TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

February 7, 2025 5 credit hours





### **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 Willi	iams		
Previous Name(s)(if applicable):				
Documentation Included:				
County: Manatee		Job Title: Associate III		
Certification Requested:	Certified	Florida Collector Assista	<u>nt</u>	
Initial: 🗸		Reinstatement:		
Certification Date:	04/01/25			
		oplication		
Application with Required	Signatur	es		
Application Fee				
Courses Listed on Applica				
✓ Employment Dates Listed				
✓ Includes Current ✓ Two Years of Ex				
	perience	with an Applicable Off To: Present	ce	
From: 03/11/22				
From:		To:		
	Courc	e Information		
	Cours	e iiiioiiiiatioii	Hours	
Course Name			Credited	Documentation
			Grountou	
30-hours per 12D-19 003(3)(a)				
30-hours per 12D-19.003(3)(a) TCC 501 - Duties and Responsibilities of	of Florida T	Fax Collectors	30	Attended Course
TCC 501 - Duties and Responsibilities	of Florida T	Fax Collectors	30	Attended Course
		Fax Collectors	30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees			
TCC 501 - Duties and Responsibilities of 90-hours per 12D-19.003(3)(b)	and Fees		30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees		30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees		30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees		30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees		30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees		30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees		30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees		30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees		30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees		30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees		30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees		30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees		30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees		30	Attended Course
TCC 501 - Duties and Responsibilities of <b>90-hours per 12D-19.003(3)(b)</b> TCC 504 - Collection of Licenses, Taxes	and Fees	tructor Led)	30 64	Attended Course

Notes:



### Application for Florida Professional Certification

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

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

Tittp://ilondarevende.com/property/r ages/comolar_training_tregistration/Andr ayment.aspx						
Reason for Applying						
✓ Initial Certification - \$25 fee	Recertifica	<b>tion</b> - \$5	fee 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 COLLEC						
I have completed the required hours of approved or recertification, or reinstatement for the following de	ourses and signation:	passed	any required examinations for the certification	,		
Certified Florida Appraiser	ertified Flori	da Evalu	ator Certified Cadastralist of Flo	orida		
☐ Certified Florida Collector	ertified Flori	da Collec	ctor Assistant			
<b>Experience for Certification</b> – If you are applying for your <b>initial certification</b> , 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 <b>recertification</b> or for <b>reinstatement</b> , 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-00240	Driver's License Preparatory Training	64		
		TC-00420	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 Date: 2025.03.13 10:55:46 -04'00'  Date: 03/13/2025						





### **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 I	Florida Collector Assistan	t			
Initial: 🗸	T	Reinstatement:				
Certification Date:	06/01/25					
	Ap	plication				
✓ Application with Required						
✓ Application Fee						
✓ Courses Listed on Applica	ation					
Employment Dates Listed						
✓ Includes Current						
	perience	with an Applicable Office	е			
From: 05/08/23		To: Present				
From:		To:				
	Course	e Information	T	T		
Course Name			Hours Credited	Documentation		
30-hours per 12D-19.003(3)(a)						
TCC 503 Collection & Distribution of Pro	perty Taxe	s and Special Assessments	30	Attended Course		
TCC 503 Collection & Distribution of Pro 90-hours per 12D-19.003(3)(b)	perty Taxe	s and Special Assessments	30	Attended Course		
	perty Taxe	s and Special Assessments	30	Attended Course		
90-hours per 12D-19.003(3)(b)	perty Taxe	s and Special Assessments				
<b>90-hours per 12D-19.003(3)(b)</b> TCC 001 - Bankruptcy	perty Taxe	s and Special Assessments	15	Attended Course		
90-hours per 12D-19.003(3)(b)  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making		s and Special Assessments	15 10	Attended Course Attended Course		
90-hours per 12D-19.003(3)(b)  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making  TCC 003 - Customer Service Training		s and Special Assessments	15 10 5	Attended Course Attended Course Attended Course		
90-hours per 12D-19.003(3)(b)  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making  TCC 003 - Customer Service Training		s and Special Assessments	15 10 5	Attended Course Attended Course Attended Course		
90-hours per 12D-19.003(3)(b)  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making  TCC 003 - Customer Service Training		s and Special Assessments	15 10 5	Attended Course Attended Course Attended Course		
90-hours per 12D-19.003(3)(b)  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making  TCC 003 - Customer Service Training		s and Special Assessments	15 10 5	Attended Course Attended Course Attended Course		
90-hours per 12D-19.003(3)(b)  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making  TCC 003 - Customer Service Training		s and Special Assessments	15 10 5	Attended Course Attended Course Attended Course		
90-hours per 12D-19.003(3)(b)  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making  TCC 003 - Customer Service Training		s and Special Assessments	15 10 5	Attended Course Attended Course Attended Course		
90-hours per 12D-19.003(3)(b)  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making  TCC 003 - Customer Service Training		s and Special Assessments	15 10 5	Attended Course Attended Course Attended Course		
90-hours per 12D-19.003(3)(b)  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making  TCC 003 - Customer Service Training		s and Special Assessments	15 10 5	Attended Course Attended Course Attended Course		
90-hours per 12D-19.003(3)(b)  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making  TCC 003 - Customer Service Training		s and Special Assessments	15 10 5	Attended Course Attended Course Attended Course		
90-hours per 12D-19.003(3)(b)  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making  TCC 003 - Customer Service Training		s and Special Assessments  Total Hours	15 10 5	Attended Course Attended Course Attended Course		
90-hours per 12D-19.003(3)(b)  TCC 001 - Bankruptcy  TCC 002 - Effective Decision Making  TCC 003 - Customer Service Training			15 10 5 64	Attended Course Attended Course Attended Course		

Notes:



### Application for Florida Professional Certification

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

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						
✓ Initial Certification - \$25 fee						
Applicant Information						
Applicant's name (as you would like it to appear or	the certific					
Business email address: JSTEIN@IRCTAX.COM  Business phone number: 772-360-3371						
Job title: LEAD CLERK						
Employed by: INDIAN RIVER COUNTY TAX COLL						
I have completed the required hours of approved or recertification, or reinstatement for the following de	ourses and signation:	l passed a	any required examinations for the certificatio	n,		
☐ Certified Florida Appraiser ☐ Ce	ertified Flor	ida Evalua	ator Certified Cadastralist of F	lorida		
☐ Certified Florida Collector	ertified Flor	ida Collec	tor 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 COLLEC	TOR					
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: 58/2075						



### Application for Florida Professional Certification

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

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							
✓ Initial Certification - \$25 fee							
Applica	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:L	EAD CLERK						
	<sup>d by:</sup> INDIAN RIVER COUNTY TAX COLL						
I have con recertifica	mpleted the required hours of approved on the country of a reinstatement for the following de	ourses and signation:	passed	any required examinations for the certification,			
☐ Cert	ified Florida Appraiser Co	ertified Florid	da Evalu	uator Certified Cadastralist of Florida			
☐ Cert	ified Florida Collector	ertified Florid	da Colle	ector Assistant			
Florida pr	operty appraiser's office, Florida tax colle necessary). If you are applying for recer	ctor's office	. or with	certification, list at least two years' experience in a the Florida Department of Revenue (attach additional astatement, provide your current employer and			
Employer	INDIAN RIVER COUNTY TAX COLLEC	TOR	of Mileson				
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					
Applica	nt Signature						
I am requi	esting approval for Florida professional c on provided on this form and any attachm	ertification, ents are tru	recertifice	cation, or reinstatement. I certify that all of the orrect to the best of my knowledge.			
Signature:  Date: 5/8/2025							



## iLearn

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



### **Janice Stein Wilson**

on completing

### TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

April 4, 2025 15 credit hours





### **Janice Stein Wilson**

on completing

## TCC 003 - CUSTOMER SERVICE TRAINING Course Number: TC-0039C

on

April 8, 2025 5 credit hours





### **Janice Stein Wilson**

on completing

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

Course Number: TC-0038C

on

April 10, 2025 10 credit hours





### **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:	Christoph	er Wirkus		
Previous Name(s)(if applicable):				-
Documentation Included:				
County: Manatee		Job Title: DL Expert		
Certification Requested:	Certified F	lorida Collector Assistant		
Initial: 🗸		Reinstatement:		
Certification Date:	04/01/25			
✓ Application with Required		plication es		
Application Fee				
Courses Listed on Applica				
Employment Dates Listed				
✓ Includes Current				
	perience v	with an Applicable Offic	е	
From: 11/05/21		To: Present		
From:		То:		
	0	. Information		
	Course	Information	Hours	
Course Name			Credited	Documentation
30-hours per 12D-19.003(3)(a)				
TCC 501 - Duties and Responsibilities of	of Florida Ta	ny Collectors	30	Attended Course
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90-hours per 12D-19.003(3)(b)		A Coneciois	30	Attended Course
90-hours per 12D-19.003(3)(b) TCC 504 - Collection of Licenses, Taxes	and Fees			
90-hours per 12D-19.003(3)(b)	and Fees		30	Attended Course
90-hours per 12D-19.003(3)(b) TCC 504 - Collection of Licenses, Taxes	and Fees		30	Attended Course
90-hours per 12D-19.003(3)(b) TCC 504 - Collection of Licenses, Taxes	and Fees		30	Attended Course
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90-hours per 12D-19.003(3)(b) TCC 504 - Collection of Licenses, Taxes	and Fees		30	Attended Course
90-hours per 12D-19.003(3)(b) TCC 504 - Collection of Licenses, Taxes	and Fees aining (Instr	uctor Led)	30 64	Attended Course

Notes:



### Application for Florida Professional Certification

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

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

Tittp://ilondarevende.com/property/r ages/comolar_training_tregistration/Andr ayment.aspx						
Reason for Applying						
✓ Initial Certification - \$25 fee	Recertifica	tion - \$5	fee	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 COLLEC	ΓOR					
I have completed the required hours of approved or recertification, or reinstatement for the following de	ourses and signation:	passed a	any required	examinations for the certification	n,	
Certified Florida Appraiser Co	ertified Flori	da Evalu	ator	Certified Cadastralist of F	lorida	
☐ Certified Florida Collector ✓ Ce	ertified Flori	da Collec	tor Assistan	t		
<b>Experience for Certification</b> – If you are applying for your <b>initial certification</b> , 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 <b>recertification</b> or for <b>reinstatement</b> , provide your current employer and employment dates.						
Employer: MANATEE COUNTY TAX COLLECTOR	₹					
Your Title: DL EXPERT			Employmer	t Dates: <sub>11/05/2021</sub> - PRESENT	-	
Employer:						
Your Title:			Employmen	nt 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-00240	Driver's L	icense Preparatory Training	64	
		TC-00420	TCC 504 C	ollection 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'						





### **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

PARTMENT OF REVE

Course Number: TC-0040C

March 3, 2025 30 credit hours