

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

Agenda and Meeting Materials

October 16, 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: October 16, 2025, 3:00 pm EDT

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

The meeting will be conducted using communications media technology, specifically a telephone conference call. Persons interested in attending by phone may do so by calling 1-888-585-9008 and entering the attendee access code 472-220-405. The public point of access to the meeting is 2450 Shumard Oak Blvd., Building 2, Room 1220, Tallahassee, Florida 32399.

GENERAL SUBJECT MATTER TO BE CONSIDERED:

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

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

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

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

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

**CERTIFIED FLORIDA COLLECTOR
ADMISSIONS AND CERTIFICATIONS COMMITTEE**



MEETING

**Florida Department of Revenue – Property Tax Oversight
October 16, 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
Chris Craft, 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)

June 11, 2025, meeting minutes review and approval: Chair/Committee Members (5 minutes)

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

Public comment on applicants' credentials (3 minutes each)

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

Adjourn: Chair (2 minutes)

***This is a public meeting.** Anyone wishing to participate should call in to (888) 585-9008 and supply the conference room number, 472-220-405. The public point of access to the meeting is 2450 Shumard Oak Blvd., Building 2, Room 1220, Tallahassee, Florida 32399.

Members of the public also may send written comments pertaining to the material being presented via email. **To ask a question or submit a written comment, send an email to PTOTraining@floridarevenue.com. In the subject line of your email, please use "October 16, 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.

STATE OF FLORIDA
DEPARTMENT OF REVENUE

IN RE: CERTIFIED FLORIDA COLLECTOR
ADMISSIONS AND CERTIFICATIONS
COMMITTEE MEETING

DOR-PROPERTY TAX OVERSIGHT
PUBLIC FORUM

DATE: June 11, 2025
TIME: 3:00 p.m. - 3:08 p.m.

Reported by:

JESSICA RENCHEN, Court Reporter
For the Record Reporting, Inc.
519 East Park Avenue, Suite 4
Tallahassee, Florida 32301

1 COMMITTEE MEMBERS:

2 RENE LEWIS, Chair
3 CAROLE JEAN JORDAN
4 JR KROLL
5 NANCY MILLAN
6 DORIS MALOY
7 JIM OVERTON
8 WILL ROBERTS
9 JOE TEDDER
10 JANICE WARREN

11

12

13

14

15

16

17

18

19

20

21

22

23

24

25

26

27

28

29

P R O C E E D I N G S

1
2
3
4
5
6
7
8
9
10
11
12
13
14
15
16
17
18
19
20
21
22
23
24
25

MS. LEWIS: Good afternoon, everyone.
Welcome to the Certified Florida Collector
Admissions and Certifications Committee. My name
is Rene Lewis; I am the Director of the Property
Tax Oversight program and the chair for today's
proceedings.

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

Mr. Christopher Rosa, Senior Attorney 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
Administrator.

MS. MCLANE: Kelly McLane, Interdepartmental
Projects Administrator.

MS. HARPER: Jenna Harper, Compliance

1 Assistance Process Manager.

2 MS. LEWIS: Thank you.

3 If you are part of the public participating
4 by telephone and want to submit a written comment
5 pertaining to the material being presented today,
6 please send an e-mail to
7 ptotraining@floridarevenue.com.

8 In the subject line of your e-mail, please
9 use "June 11 Committee Meeting." We are
10 monitoring that e-mail account during the meeting
11 and will read aloud all comments we receive during
12 the meeting. If you prefer to speak, please state
13 that in your e-mail and we will recognize you for
14 comment.

15 We would appreciate if everyone could please
16 mute their phones when they are not participating
17 so we can reduce the amount of feedback during the
18 meeting. Please be sure to un-mute your line when
19 you need to voice a vote.

20 Meghan Miller, the Secretary of the
21 Committee, will you please call the roll?

22 MS. MILLER: Rene Lewis?

23 MS. LEWIS: Here.

24 MS. MILLER: Bruce Vickers? Carole Jean
25 Jordan?

1 MS. JORDAN: Yes.

2 MS. MILLER: JR Kroll?

3 MR. KROLL: Yes, I'm here.

4 MS. MILLER: Doris Maloy? Nancy Millan?

5 MS. MILLAN: Here.

6 MS. MILLER: Jim Overton?

7 MR. OVERTON: Yes, I'm here.

8 MS. MILLER: Will Roberts?

9 MR. ROBERTS: Here.

10 MS. MILLER: Joe Tedder?

11 MR. TEDDER: Here.

12 MS. MILLER: Janice Warren?

13 MS. WARREN: Here.

14 MS. LEWIS: Thank you.

15 I heard a beep while we were calling roll.

16 Did we have Doris Maloy or Bruce Vickers?

17 Okay. Thank you.

18 According to Rule 12D-19.002(6) Florida

19 Administrative Code, five members of the

20 Admissions and Certifications Committee constitute

21 a quorum.

22 Meghan, do we have a quorum?

23 MS. MILLER: Yes.

24 MS. LEWIS: Thank you.

25 Our first order of business today is the

1 approval of the February 6, 2025, Certified
2 Florida Collector Admissions and Certifications
3 Committee meeting minutes.

4 Do I have a motion to approve the February 6,
5 2025, committee meeting minutes?

6 Please state your name if you make a motion.

7 Do I have a motion?

8 MS. WARREN: Yeah, Janice Warren, motion to
9 approve.

10 MS. LEWIS: Thanks. We have a motion by
11 Janice Warren.

12 MS. MILLAN: Nancy Millan, second.

13 MS. LEWIS: Nancy, second?

14 MS. MILLAN: Yes, ma'am.

15 MS. LEWIS: Thank you.

16 All those in favor, indicate by saying aye.

17 (Chorus of ayes.)

18 MS. LEWIS: All opposed, indicate by saying
19 nay.

20 Thank you.

21 Our next item of business is the presentation
22 and recommendation of applicants.

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

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

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

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

20 MS. LEWIS: Thank you, Meghan.

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

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

6 MS. MILLER: Rene Lewis?

7 MS. LEWIS: No.

8 MS. MILLER: Carole Jean Jordan?

9 MS. JORDAN: No.

10 MS. MILLER: JR Kroll?

11 MR. KROLL: No.

12 MS. MILLER: Doris Maloy?

13 MS. MALOY: No.

14 MS. MILLER: Nancy Millan?

15 MS. MILLAN: No.

16 MS. MILLER: Jim Overton?

17 MR. OVERTON: No.

18 MS. MILLER: Will Roberts?

19 MR. ROBERTS: No.

20 MS. MILLER: Joe Tedder?

21 MR. TEDDER: No.

22 MS. MILLER: Bruce Vickers? Janice Warren?

23 MS. WARREN: No.

24 MS. LEWIS: Thank you.

25 Do any committee members have anything they

1 wish to discuss about the applicant's credentials?⁹
2 UNKNOWN SPEAKER: No.
3 MS. LEWIS: Does the public have any comments
4 on any of the applicants?
5 If you are attending by telephone, please
6 send us an e-mail so we can recognize you. Again,
7 that e-mail address is
8 ptotraining@floridarevenue.com.
9 Jenna, have we received any e-mails?
10 MS. HARPER: No, we have not.
11 MS. LEWIS: Okay. Thank you.
12 Hearing no additional comments or discussion
13 of the credentials, the committee will now vote on
14 consideration of the applicant list.
15 Do I have a motion for recommendation of the
16 applicants?
17 Please state your name when making your
18 motion.
19 Do I have a motion?
20 MR. ROBERTS: Will Roberts.
21 MS. LEWIS: Thank you.
22 We have a motion by Will Roberts.
23 Do I have a second?
24 MR. OVERTON: Second.
25 MS. LEWIS: We have a second by Jim Overton.

1 All in favor, indicate by saying aye.

2 (Chorus of ayes.)

3 MS. LEWIS: All opposed, indicate by saying
4 nay.

5 Thank you.

6 Let the record reflect that the committee has
7 recommended all applicants for certification.

8 Congratulations to the new Certified Florida
9 Collectors and Certified Florida Collector
10 Assistants. The professional designees will
11 receive documentation of their certification from
12 the Department.

13 That concludes today's agenda for the
14 Certified Florida Collector Admissions and
15 Certifications Committee Meeting.

16 Again, thank you very much for your
17 leadership and service today on the committee.
18 Have a good afternoon. We are adjourned.

19 (Thereupon, the proceedings were concluded at
20 3:08 p.m.)

21

22

23

24

25

CERTIFICATE OF REPORTER

I, JESSICA RENCHEN, Registered Professional Court Reporter, certify that I was authorized to and did stenographically report the foregoing proceedings and that the transcript is a true and complete record of my stenographic notes.

DATED this 11th day of June, 2025.

Jessica Renchen

JESSICA RENCHEN, Court Reporter



OCTOBER 16, 2025

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

CERTIFIED FLORIDA COLLECTOR ASSISTANT

LAURA BAKER
JANE BALL
PRINCESS BROWN
JOHNNY BRYANT
GREISY CASADO-LASTRE
KEVIN CASTILLO
WILFRED CASTRO
CARMINA CRADDOCK
MAURO DE OLIVEIRA
MARIBEL DIAZ
GINA DINELLO
KYLE AUSTIN DUKE
CARRIE FAIRCLOTH
LIZA FERNANDEZ
M. JEAN FERRER
STEPHANIE HOPE FIELD
STEPHEN FOREMAN
BROOKE FOWLER
JULIETTE FULTON
JENNIFER GALLAGHER

JORGE L. GARCIA
GRACIELA S. GILMORE
GABRIEL GOGGINS
PENNY HARRIS
KAREN HYLTON-MICKENS
ALEX IRIZARRY
JORGE JARRIN JIMENEZ
LEAH D. JONES
GENEVA KENNEDY
MARIA LAZCANO GAMAS
JAY LEE
LESLEY LEON SAUZA
NICHOLAS MANENTE
IAN MARTIN
JAYME MARTIN
ASHLEY MILES
SHELIA MONTGOMERY
STEPHANIE MOSLEY
AMBER OETKEN
CHRISTINA PARKER

ROSA QUINTERO GONZALEZ
MARISOL RICO LOZANO
SAVANNAH RUIZ
WENDY RUIZ
KAREN SANCHEZ
ALICIA SANFORD
MONICA SANTIAGO
DARLENE SEAMAN
CINDY SPEECE
LISA STARLING
POLINA STOYCHEVA
MARIA SYMONS
ALVARO J. TAPIA CARDOZO
CYNTHIA TOLENTINO
DEBORAH WASILEWSKI
CRISTY WATSON
JENNIFER WITTMAN
DARLYNN WOSYLUK



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Laura Baker		
Previous Name(s)(if applicable):			
Documentation Included:			
County: DeSoto	Job Title: Bookkeeper		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	08/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 03/26/22	To: Present
From:	To:

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

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

Notes:



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

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

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

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

Reason for Applying

☒ **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):

LAURA BAKER

Business email address: lbaker@desotocountytaxcollector.com

Business phone number: 863-993-4861

Job title: Bookkeeper

Employed by: DeSoto County Tax Collector

I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:

☐ Certified Florida Appraiser ☐ Certified Florida Evaluator ☐ Certified Cadastralist of Florida
☐ Certified Florida Collector ☒ Certified Florida Collector Assistant

Experience for Certification – If you are applying for your **initial certification**, list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for **recertification** or for **reinstatement**, provide your current employer and employment dates.

Employer: DeSoto County Tax Collector

Your Title: Bookkeeper

Employment Dates: 03/26/2022 - Current

Employer:

Your Title:

Employment Dates:

Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.

No.	Course Title	Hours	No.	Course Title	Hours
TC0036C	TCC 503 Collection & Distribution of Property Taxes & Special Assessment	30	TC0039C	TCC 003 Customer Service Training	5
TC0038C	TCC 002 Effective Decision Making	10	TC0040C	TCC 501 Duties & Responsibilities of FL Tax Collectors	30

Applicant Signature

I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.

Signature:

Laura Baker

Date:

7/10/25



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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): <div style="text-align: right;">LAURA BAKER</div>					
Business email address: lbaker@desotocountytaxcollector.com			Business phone number: 863-993-4861		
Job title: Bookkeeper					
Employed by: DeSoto County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: DeSoto County Tax Collector					
Your Title: Bookkeeper			Employment Dates: 03/26/2022 - Current		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC0037C	TCC 001 Bankruptcy	15	TC0042C	TCC 504 Collection of License, Taxes & Fees	30
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 7/10/25	

Congratulations,

Laura Baker

on completing

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

Course Number: TC-0036C

on

August 28, 2024
30 credit hours



Congratulations,

Laura Baker

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

September 4, 2024

5 credit hours



Congratulations,

Laura Baker

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

Laura Baker

has successfully completed

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

Course Number: TC-0040C

March 3, 2025
30 credit hours





Congratulations,

Laura Baker

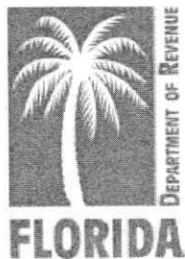
on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

April 10, 2025
15 credit hours





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

Certifies that

Laura Baker

has successfully completed

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

Course Number: TC-0042C

July 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:	Jane Ball		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Orange	Job Title: Assistant Manager Agency		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	07/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 03/28/05	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
TCC 001 - Bankruptcy	15	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
Total Hours	120	

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

Notes:



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

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

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

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

Reason for Applying

☒ 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): Jane Ball

Business email address: jsball@octaxcol.com

Business phone number: 407-434-0312

Job title: Assistant Manager Agency

Employed by: Orange County Tax Collector

I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:

☐ 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: Orange County Tax Collector

Your Title: Assistant Manager Agency

Employment Dates: 03/28/2005 - 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	Duties & Responsibilities of FL TC	30	TC-0042C	Collection of Licenses, Taxes & Fees	30
TC0041C	Management of a FL TC Office	30	TC-0037C	Bankruptcy	15

Applicant Signature

I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.

Signature:

Date:

9/5/25



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

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

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

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

Reason for Applying

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

Applicant Information

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

Business email address: jsball@octaxcol.com

Business phone number: 407-434-0312

Job title: Assistant Manager Agency

Employed by: Orange County Tax Collector

I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:

☐ 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: Orange County Tax Collector

Your Title: Assistant Manager Agency

Employment Dates: 03/28/2005 - present

Employer:

Your Title:

Employment Dates:

Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.

No.	Course Title	Hours	No.	Course Title	Hours
TC-0038C	Effective Decision Making in the Workplace	10	TC-0039C	Customer Service Training	5

Applicant Signature

I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.

Signature: 

Date: 9/4/15

The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team



Certifies that

Jane Steele Ball

has successfully completed

MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE

TCC 502, 30 Hours

September 18 - October 2, 2020

The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team



Certifies that

Jane Steele-Ball

has successfully completed

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

TCC 501, 30 Hours

February 22-26, 2021



Congratulations,

Jane Ball

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

July 31, 2023
15 credit hours





Congratulations,

Jane Ball

on completing

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

Course Number: TC-0038C

on

August 28, 2023
10 credit hours





Congratulations,

Jane Ball

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

August 31, 2023

5 credit hours





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

Certifies that

Jane Ball

has successfully completed

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

Course Number: TC-0042C

June 30, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Princess Brown		
Previous Name(s)(if applicable):			
Documentation Included:			
County: St. Lucie	Job Title: Road Test Specialist		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	08/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 03/14/22	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 503 Collection & Distribution of Property Taxes and Special Assessments	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
FLHSMV - Driver License Preparatory Training (Instructor Led)	64	Attended Course
Total Hours	124	

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

Notes:



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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate):				Princess Brown	
Business email address:		tax411@tclsc.com		Business phone number: 772-462-1650	
Job title: ROAD TEST SPECIALIST					
Employed by: St. Lucie County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: St. Lucie County Tax Collector					
Your Title: ROAD TEST SPECIALIST			Employment Dates: 03/14/2022 - Current		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0024C	DL Preparatory Training	64	TC-0042C	TCC 504 - Collection of Licenses, Taxes, and Fees	30
TC-0036C	TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30			
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: Princess Brown				Date: 8-1-25	

This certificate is awarded to

Princess Brown

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: 4/5/2022



Congratulations,

Princess Brown

on completing

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

Course Number: TC-0036C

on

February 11, 2025
30 credit hours





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

Certifies that

Princess Brown

has successfully completed

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

Course Number: TC-0042C

July 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:	Johnny Bryant		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Orange	Job Title: Assistant Manager Agency		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	07/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 11/21/05	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
TCC 001 - Bankruptcy	15	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
Total Hours	120	

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

Notes:




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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Johnny Bryant					
Business email address: jrbryant@octaxcol.com				Business phone number: 407-434-0312	
Job title: Assistant Manager Agency					
Employed by: Orange County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Orange County Tax Collector					
Your Title: Assistant Manager Agency				Employment Dates: 11/21/2005 - 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	Duties & Responsibilities of FL TC	30	TC-0041C	Leadership & Mgmt Skills in a FL TC Office	30
TC-0042C	Collection of Licenses, Taxes, & Fees	30	TC-0037C	Bankruptcy	15
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 09/5/25	




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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Johnny Bryant					
Business email address: jrbryant@octaxcol.com				Business phone number: 407-434-0312	
Job title: Assistant Manager Agency					
Employed by: Orange County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Orange County Tax Collector					
Your Title: Assistant Manager Agency				Employment Dates: 11/21/2005 - present	
Employer:					
Your Title:				Employment Dates:	
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0038C	Effective Decision Making in the Workplace	10	TC-0039C	Customer Service Training	5
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 9/5/25	

Congratulations,
Johnny Bryant

on completing

TCC 001 - BANKRUPTCY
Course Number: TC-0037C

on

April 22, 2024
15 credit hours



Congratulations,
Johnny Bryant

on completing

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

Course Number: TC-0038C

on

May 1, 2024
10 credit hours



Congratulations,

Johnny Bryant

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

May 6, 2024
5 credit hours



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

Certifies that

Johnny Bryant

has successfully completed

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

Course Number: TC-0041C

October 1, 2024
30 credit hours





The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team

Certifies that

Johnny Bryant

has successfully completed

TCC 501 - DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

Course Number: TC-0040C

March 5, 2025
30 credit hours





The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team

Certifies that

Johnny Bryant

has successfully completed

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

Course Number: TC-0042C

June 30, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Greisy Casado-Lastre		
Previous Name(s)(if applicable):	Greisy Lastre		
Documentation Included:	No		
County: Dade		Job Title:	Customer Service Representative II
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>		Reinstatement: <input type="checkbox"/>	
Certification Date:	06/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 02/13/23	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 503 Collection & Distribution of Property Taxes and Special Assessments	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 001 - Bankruptcy	15	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
FLHSMV - Driver License Preparatory Training (Instructor Led)	64	Attended Course
Total Hours	154	

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

Notes:




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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Greisy Casado-Lastre					
Business email address: greisycasado-lastre@mdctaxcollector.gov			Business phone number: 305-375-1622		
Job title: Tax Collector Customer Service Rep 2					
Employed by: Miami-Dade County Office of the Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Miami Dade Tax Collector					
Your Title: Tax Record Specialist			Employment Dates: 2/13/2023- 3/17/2025		
Employer: Miami Dade Tax Collector					
Your Title: Senior tax Records Specialist			Employment Dates: 3/17/2025 - 6/9/2025		
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-0024C	Driver's License Preparatory Training	64	TC-0038C	TCC 002-Effective Decision-Making in the Workplace	10
TC-0037C	TCC 001 - Bankruptcy	15	TC-0039C	TCC 003-Customer Service Training	5
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 06/25/2025	




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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Greisy Casado-Lastre					
Business email address: greisycasado-lastre@mdctaxcollector.gov			Business phone number: 305-375-1622		
Job title: Tax Collector Customer Service Rep 2					
Employed by: Miami-Dade County Office of the Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Miami Dade Tax Collector					
Your Title: Tax Collector Customer Service Rep II			Employment Dates: 6/9/2025- Current		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0041C	TCC 502-Leadership and Management Skills in a Florida Tax Collector's Office	30			
TC-0036C	TCC 503-Collection & Distribution of Property Taxes and Special Assessments	30			
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 06/25/2025	

Congratulations,

Greisy Lastre

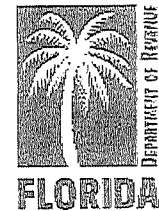
on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

March 22, 2024
15 credit hours



Congratulations,

Greisy Lastre

on completing

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

Course Number: TC-0038C

on

March 28, 2024
10 credit hours



Congratulations,

Greisy Lastre

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

April 4, 2024
5 credit hours



Congratulations,

Greisy Lastre

on completing

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

Course Number: TC-0036C

on

April 16, 2024
30 credit hours



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

Certifies that

Greisy Lastre

has successfully completed

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

Course Number: TC-0041C

October 24, 2024
30 credit hours





This certificate is awarded to

Greisy Casado Lastre

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: 5/30/2025



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Kevin Castillo		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Dade	Job Title: Senior Financial Analyst		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	06/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 05/15/23	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30	Attended Course
TCC 001 - Bankruptcy	15	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
Total Hours	120	

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

Notes:




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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Kevin Castillo					
Business email address: KevinCastillo@mdctaxcollector.gov			Business phone number: 305-375-1536		
Job title: TC Senior Financial Analyst					
Employed by: Miami-Dade County Office of the Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Miami-Dade Office of the Tax Collector					
Your Title: Accountant 2			Employment Dates: 5/15/2023 - 8/15/2024		
Employer: Miami-Dade Office of the Tax Collector					
Your Title: TC Senior Financial Analyst			Employment Dates: 8/15/2024 - 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	TCC 501 - Duties and Responsibilities of Florida Tax Collector	30	TC-0037C	TCC 001 - Bankruptcy	15
TC-0041C	TCC 502 - Leadership and Management Skills in a Florida Tax Collector's Office	30	TC-0038C	TCC 002 - 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: 6/24/2025		



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

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

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

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

Reason for Applying

☒ 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): Kevin Castillo

Business email address: KevinCastillo@mdctaxcollector.gov Business phone number: 305-375-1536

Job title: TC Senior Financial Analyst

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
☐ 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: Miami-Dade Office of the Tax Collector

Your Title: Accountant 2 Employment Dates: 5/15/2023 - 8/15/2024

Employer: Miami-Dade Office of the Tax Collector

Your Title: TC Senior Financial Analyst Employment Dates: 8/15/2024 - 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-0039C	TCC 003 - Customer Service Training	5			
TC-0036C	TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30			

Applicant Signature

I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.

Signature:  Date: 6/24/2025

Congratulations,

Kevin Castillo

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

February 19, 2024

15 credit hours



Congratulations,

Kevin Castillo

on completing

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

Course Number: TC-0038C

on

March 23, 2024
10 credit hours



Congratulations,

Kevin Castillo

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

April 7, 2024
5 credit hours



Congratulations,

Kevin Castillo

on completing

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

Course Number: TC-0036C

on

May 1, 2024
30 credit hours



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

Certifies that

Kevin Castillo

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

Kevin Castillo

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:	Wilfred Castro		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Dade	Job Title: Special Projects Administrator II		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	07/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 05/22/23	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 503 Collection & Distribution of Property Taxes and Special Assessments	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 001 - Bankruptcy	15	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
FLHSMV - Driver License Preparatory Training (Instructor Led)	64	Attended Course
Total Hours	154	

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

Notes:

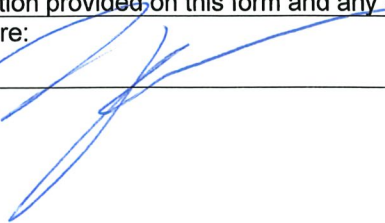


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Wilfred Castro					
Business email address: wilfredcastro@mdctaxcollector.gov			Business phone number: 305-375-1537		
Job title: Special Projects Administrator 2					
Employed by: Miami-Dade County Office of the Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Miami-Dade County Office of the Tax Collector					
Your Title: Special Projects Administrator 2			Employment Dates: 05-22-2023-Current		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0037C	TCC 001 - Bankruptcy	15	TC-0039C	TC 003 - Customer Service	5
TC-0038C	TCC 002 - Effective Decision-Making in the Workplace	10	TC-0041C	TCC 502 - Management of a Florida Tax Collector's Office	30
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 6/5/2025	



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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Wilfred Castro					
Business email address: wilfredcastro@mdctaxcollector.gov			Business phone number: 305-375-1537		
Job title: Special Projects Administrator 2					
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: <div style="display: flex; justify-content: space-between; margin-top: 5px;"><div><input type="checkbox"/> Certified Florida Appraiser</div><div><input type="checkbox"/> Certified Florida Evaluator</div><div><input type="checkbox"/> Certified Cadastralist of Florida</div></div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"><div><input type="checkbox"/> Certified Florida Collector</div><div><input checked="" type="checkbox"/> Certified Florida Collector Assistant</div></div>					
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Miami-Dade County Office of the Tax Collector					
Your Title: Special Projects Administrator 2			Employment Dates: 05-22-2023-Current		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0036C	TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30			
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: 6/5/2025	

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

Certifies that

Wilfred Castro

has successfully completed

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

Course Number: TC-0041C

September 18-21, 2023
30 credit hours



Congratulations,

Wilfred Castro

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

March 4, 2024
15 credit hours



Congratulations,

Wilfred Castro

on completing

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

Course Number: TC-0038C

on

April 9, 2024
10 credit hours



Congratulations,

Wilfred Castro

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

April 18, 2024
5 credit hours



Congratulations,

Wilfred Castro

on completing

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

Course Number: TC-0036C

on

May 6, 2024
30 credit hours



This certificate is awarded to

Wilfred Castro

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: 6/3/2025



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Carmina Craddock		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Manatee	Job Title: Associate III		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	07/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 03/11/22	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 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
FLHSMV - Driver License Preparatory Training (Instructor Led)	64	Attended Course
Total Hours	124	

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

Notes:



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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Carmina Craddock					
Business email address: carminac@taxcollector.com			Business phone number: 941.741.4800		
Job title: Associate III					
Employed by: MANATEE COUNTY TAX COLLECTOR					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: 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-0024C	Driver's License Preparatory Training	64
TC-0036C	TCC 503 Collection & Distributions of Property Taxes & Special Assessments	30	TC-0042C	TCC 504 Collection of Licenses, Taxes, & Fees	30
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: Craddock.Carmina			Digitally signed by Craddock.Carmina Date: 2025.07.09 16:14:39 -04'00'		Date: 07/09/2025

This certificate is awarded to

CARMINA CRADDOCK

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,
Carmina Craddock

on completing

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

Course Number: TC-0036C

on

July 17, 2023
30 credit hours





The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team

Certifies that

Carmina Craddock

has successfully completed

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

Course Number: TC-0042C

June 30, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Mauro De Oliveira		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Lake	Job Title: Customer Service Representative II		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	07/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 06/19/23	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30	Attended Course
TCC 001 - Bankruptcy	15	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
FLHSMV - Driver License Preparatory Training (Instructor Led)	64	Attended Course
FLHSMV - Heavy Vehicle Use Tax	1	Attended Course
FLHSMV - Information and Cyber Security Awareness Training	0.50	Attended Course
Total Hours	155.5	

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

Notes:



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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Mauro De Oliveira					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Customer Representative II					
Employed by: Office of The Lake County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Office of The Lake County Tax Collector					
Your Title: Customer Representative II			Employment Dates: 6/19/2023 - 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
TC0024C	DL Preparatory Training Instructor Led	64.0	TC0044C	Heavy Vehicle Use Tax	1.0
TC0040C	Duties and Responsibilities of Florida Tax Collectors	30.0	TC0045C	Cybersecurity	0.50
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: MAURO S DE OLIVEIRA				Date: 06/23/2025	



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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Mauro DeOliveira					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Customer Representative II					
Employed by: Office of The Lake County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Office of The Lake County Tax Collector					
Your Title: Customer Representative II			Employment Dates: 6/19/2023 - present		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC 0036C	TCC 503 Coll. & Dist. of Prop Taxes & SA	30.0	TC 0038C	TCC 002 Effective Decision Making in WP	10.0
TC 0037C	TCC 001 Bankruptcy	15.0	TC 0039C	TCC 003 Customer Service Training	5.0
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: MAURO S DE OLIVEIRA				Date: 06/23/2025	

This certificate is awarded to

MAURO DE OLIVEIRA

for the successful completion of

Driver License Preparatory Training - Virtual Instructor-Led Training

by FLHSMV

64 Hours 00 Minutes

Date of Course Completion: 10/28/2022

This certificate is awarded to

MAURO DE OLIVEIRA

for the successful completion of

Heavy Vehicle Use Tax (HVUT) - 2021

by FLHSMV

1 Hours 0 Minutes

This certificate is awarded to

MAURO DE OLIVEIRA

for the successful completion of

Information and Cyber Security Awareness for External Entities - 2024

by FLHSMV

0 Hours 30 Minutes

Date of Course Completion: 6/26/2024

Congratulations,

Mauro Deoliveira

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

November 13, 2024
5 credit hours



Congratulations,

Mauro Deoliveira

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

December 4, 2024
15 credit hours



Congratulations,

Mauro Deoliveira

on completing

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

Course Number: TC-0038C

on

December 4, 2024
10 credit hours



Congratulations,
Mauro De Oliveira

on completing

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

Course Number: TC-0036C

on

January 9, 2025
30 credit hours





The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team

Certifies that

Mauro De Oliveira

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:	Maribel Diaz		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Dade		Job Title:	Division Director of Legal Services
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>		Reinstatement: <input type="checkbox"/>	
Certification Date:	08/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 07/10/23	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30	Attended Course
TCC 001 - Bankruptcy	15	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
Total Hours	120	

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

Notes:



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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Maribel Diaz					
Business email address: MaribelDiaz@mdctaxcollector.gov			Business phone number: 305-375-3571		
Job title: Division Director of Legal Services					
Employed by: Miami-Dade County Office of the Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Miami- Dade County Office of the Tax Collector					
Your Title: Legal Liaison			Employment Dates: 7/10/2023-3/31/2025		
Employer: Miami-Dade County Office of the Tax Collector					
Your Title: Division Director of Legal Services			Employment Dates: 4/1/2025 - 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	TCC 501 Duties and Responsibilities of Florida Tax Collectors	30	TC-0037C	TCC 001 - Bankruptcy	15
TC-0036C	TCC 503-Collection & Distribution of Property Taxes and Special Assessments	30	TC-0038C	TCC 002 - 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: Maribel Diaz		Digitally signed by Maribel Diaz Date: 2025.07.24 13:01:26 -04'00'		Date: 07/24/2025	



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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Maribel Diaz					
Business email address: MaribelDiaz@mdctaxcollector.gov				Business phone number: 305-375-5213	
Job title: Division Director of Legal Services					
Employed by: Miami-Dade County Office of the Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Miami-Dade County Office of The Tax Collector					
Your Title: Legal Liaison				Employment Dates: 7/10/2023 - 3/31/2025	
Employer: Miami-Dade County Office of The Tax Collector					
Your Title: Division Director of Legal Services				Employment Dates: 4/1/2025 - 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-0039C	Customer Service Training	5			
TC-0041C	TCC 502 - Management of a Florida Tax Collector's Office	30			
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: Maribel Diaz		Digitally signed by Maribel Diaz Date: 2025.07.24 13:00:50 -04'00'		Date: 07/24/2025	

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

Certifies that

Maribel Diaz

has successfully completed

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

Course Number: TC-0041C

September 18-21, 2023
30 credit hours



Congratulations,

Maribel Diaz

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

February 18, 2024

5 credit hours



Congratulations,

Maribel Diaz

on completing

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

Course Number: TC-0038C

on

March 10, 2024
10 credit hours



Congratulations,

Maribel Diaz

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

March 29, 2024
15 credit hours



Congratulations,

Maribel Diaz

on completing

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

Course Number: TC-0036C

on

May 3, 2024
30 credit hours





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

Certifies that

Maribel Diaz

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:	Gina Dinello		
Previous Name(s)(if applicable):			
Documentation Included:			
County: St. Lucie		Job Title:	Dealer Specialist
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>		Reinstatement: <input type="checkbox"/>	
Certification Date:	08/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 06/08/21	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 503 Collection & Distribution of Property Taxes and Special Assessments	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
FLHSMV - Driver License Preparatory Training (Instructor Led)	64	Attended Course
Total Hours	124	

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

Notes:



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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Gina Dinello					
Business email address: tax372@tcslc.com			Business phone number: 772-462-1650		
Job title: DEALER SPECIALIST					
Employed by: St. Lucie County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your Initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: St. Lucie County Tax Collector					
Your Title: DEALER SPECIALIST			Employment Dates: 6/8/2021 - Current		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0024C	DL Preparatory Training	64	TC-0042C	TCC 504 - Collection of Licenses, Taxes, and Fees	30
TC-0036C	TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30			
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: Gina Dinello				Date: 8/1/25	



This certificate is awarded to

Gina Dinello

for the successful completion of

Driver License Preparatory Training - TC Instructor-Led Training

by Tax Collector

64 Hours 0 Minutes

Date of Course Completion: 2/10/2022



Congratulations,

Gina Dinello

on completing

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

Course Number: TC-0036C

on

February 11, 2025
30 credit hours





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

Certifies that

Gina Dinello

has successfully completed

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

Course Number: TC-0042C

July 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:	Kyle Austin Duke
Previous Name(s)(if applicable):	
Documentation Included:	
County: Alachua	Job Title: Customer Service Representative III
Certification Requested:	Certified Florida Collector Assistant
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>
Certification Date:	07/01/25

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 06/15/16	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
FLHSMV - Driver License Preparatory Training (Instructor Led)	64	Attended Course
Total Hours	124	

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

Notes:



Application for
Florida Professional Certification
Property Tax Oversight Certification and Training

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

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

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

Reason for Applying

☒ 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): Kyle Austin Duke

Business email address: kyleduke@alachuacollector.com Business phone number: 352-264-6949

Job title: Customer Service Rep III

Employed by: John Power, Tax Collector

I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:

☐ Certified Florida Appraiser ☐ Certified Florida Evaluator ☐ Certified Cadastralist of Florida
☐ Certified Florida Collector ☒ Certified Florida Collector Assistant

Experience for Certification – If you are applying for your **initial certification**, list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for **recertification** or for **reinstatement**, provide your current employer and employment dates.

Employer: John Power Tax Collector

Your Title: Customer Service Rep III Employment Dates: 6/15/2016 - Present

Employer: Employment Dates:

Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.

No.	Course Title	Hours	No.	Course Title	Hours
TC0040C TC 501	Duties & Responsibilities	30	TC-00240 Driver License Prep Training		64
TC 0042C TC 504	Collection of licenses, Taxes	30			

Applicant Signature

I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.

Signature: [Signature] Date: 7/9/2025

This certificate is awarded to

KYLE DUKE

for the successful completion of

Driver License Preparatory Training - TC Instructor-Led Training

by Certified Tax Collector Trainers

64 Hours 00 Minutes

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

Certifies that

Kyle Duke

has successfully completed

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

Course Number: TC-0040C

February 27 - March 1, 2024
30 credit hours





The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team

Certifies that

Kyle Duke

has successfully completed

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

Course Number: TC-0042C

June 30, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Carrie Faircloth		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Jackson		Job Title:	Assistant Driver License Supervisor
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>		Reinstatement: <input type="checkbox"/>	
Certification Date:	07/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 03/21/17	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
90-hours per 12D-19.003(3)(b)		
FLHSMV - DL Training Series: Phase I	40	Attended Course
FLHSMV - DL Training Series: Phase II	40	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
Total Hours	120	

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

Notes:

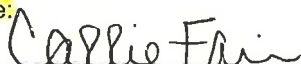


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Carrie Faircloth					
Business email address: carriefaircloth@jacksonctc.com				Business phone number: 850-482-9602	
Job title: Assistant Driver License Supervisor					
Employed by: Jackson County Tax Collector, Mary Carol Murdock					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Mary Carol Murdock					
Your Title: Jackson County Tax Collector			Employment Dates: 03/21/2017 - 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
TC0022C	DL Phase I Training	40	TC0023C	DL Phase II Training	40
TC-0042C	TCC504 Collections of Licenses, Taxes, and Fees	30	TC-0038C	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: 07/31/2025	

FLHSMV

FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES

Certificate of Completion

Presented to

Carrie Faircloth

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

For the successful completion of 40 hours of

DL Phase I Training

On this 22nd day of May 2017

Colleen Ochler, Instructor
Operations Review Specialist

DRIVER LICENSES • MOTOR VEHICLES • FIELD SUPPORT CENTER

MOTORIST SERVICES

"VOICES COMING TOGETHER"

LEARNING &
DEVELOPMENT

FLHSMV

FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES

Certificate of Completion

Presented to

Carrie Faircloth

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

For the successful completion of 40 hours of

DL Phase II Training

On this 12th day of June 2017



Colleen Ochimero, Instructor
Operations Review Specialist

DRIVER LICENSES • MOTOR VEHICLES • FIELD SUPPORT CENTER

MOTORIST SERVICES

"VOICES COMING TOGETHER"

LEARNING &
DEVELOPMENT

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

Certifies that

Carrie Faircloth

has successfully completed

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

Course Number: TC-0042C

June 16-21, 2023
30 credit hours





Congratulations,

Carrie Faircloth

on completing

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

Course Number: TC-0038C

on

June 13, 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:	Liza Fernandez		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Hillsborough	Job Title: Supervisor		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	07/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 05/10/21	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 002 - Effective Decision Making	10	Attended Course
FLHSMV - Driver License Preparatory Training (Instructor Led)	64	Attended Course
FLHSMV - Driver License Preparatory Training (Online)	12	Attended Course
AAMVA - CDL Module 1	2.5	Attended Course
AAMVA - Canadian Travel, Citizenship and Immigration Documents	1	Attended Course
AAMVA - Introduction to Fraud	1	Attended Course
Total Hours	120.5	

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

Notes:



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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): <u>Liza Fernandez</u>					
Business email address: <u>fernandezl@hillstaxfl.org</u>				Business phone number: <u>813.612.6751</u>	
Job title: <u>Supervisor</u>					
Employed by: <u>Hillsborough County Tax Collector</u>					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: <u>Hillsborough County Tax Collector</u>					
Your Title: <u>Supervisor</u>				Employment Dates: <u>05/10/2021 to Present</u>	
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
TC00420	TCC504 Collection of Licenses, Taxes, ar	30	TC00380	TCC002- Effective Decision-Making	10
TC00240	Driver License Preparatory Training	64	TC00250	Driver License Preparatory Training OLT	12
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: <u>Liza Fernandez</u>				Date: <u>7/10/25</u>	

RECEIVED

JUL 22 2025

Florida Dept of Revenue
Property Tax Oversight



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

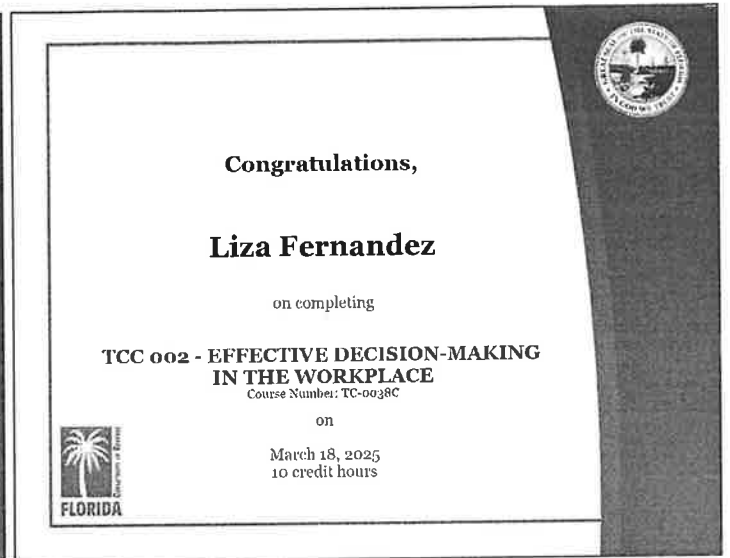
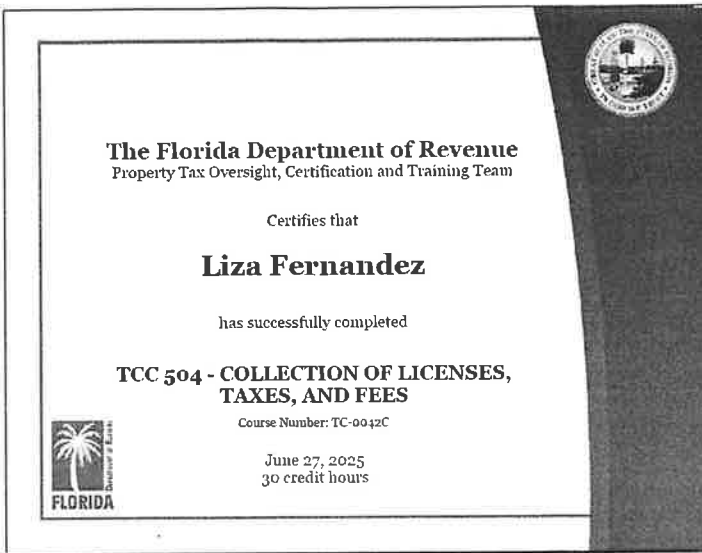
DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): <div style="text-align: center; font-family: cursive; font-size: 1.2em;">LIZA Fernandez</div>					
Business email address: fernandezl@hillstaxfl.org				Business phone number: 813.612.6751	
Job title: Supervisor					
Employed by: Hillsborough County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Hillsborough County Tax Collector					
Your Title: Supervisor				Employment Dates: 05/10/2021 to Present	
Employer:					
Your Title:				Employment Dates:	
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC00180	Module 1 Intro to CDL Licensing	2.5	TC0007C	Canadian Travel, Citizenship, & Immigrati	1
TC00100	Introduction of Fraud	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: <div style="font-family: cursive; font-size: 1.5em;">Liza Fernandez</div>				Date: 7/10/25	

Liza Fernandez



Driver License Preparatory Train-the-Trainer for Tax Collector Trainers

Launch Curriculum Player

Training Details

Training Type: Curriculum

Provider: FLHSMV

Version: 127.0 Structure History

Training Hours: 64 Hours 0 Minutes

Description: The purpose of this curriculum is to provide Tax Collector train

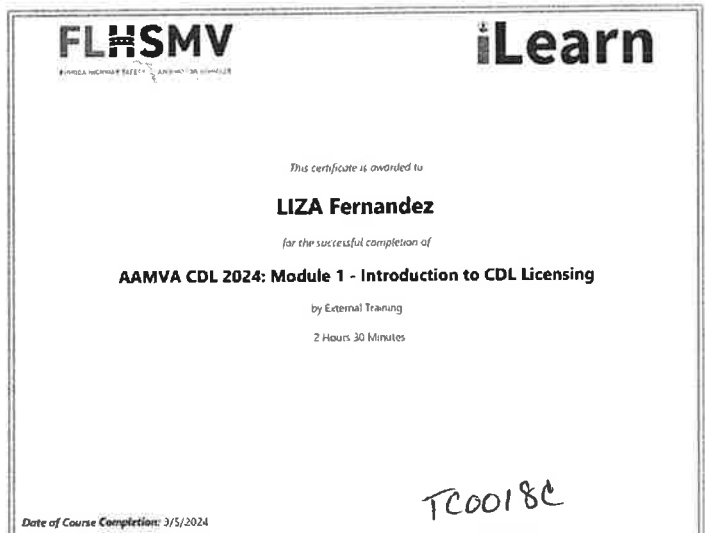
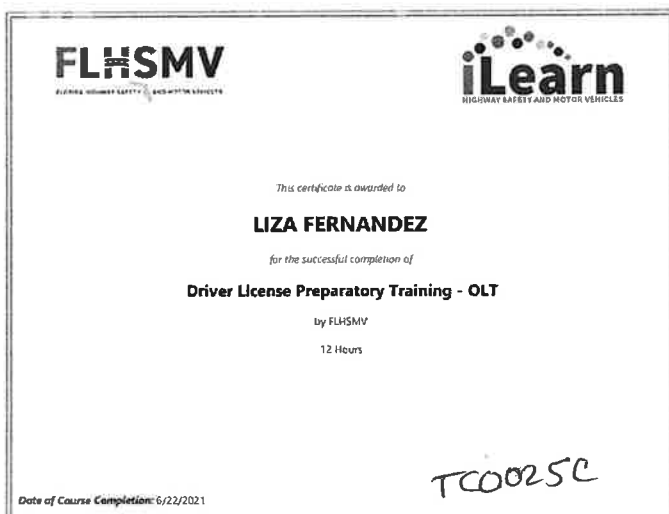
Status: Completed

Training Purpose:

Due Date: None

Certificate: Print Certificate

Expiration Date:





This certificate is awarded to

LIZA FERNANDEZ

for the successful completion of

Driver License Preparatory Training – Virtual Instructor-Led Training

by FLHSMV

64 Hours 00 Minutes

Date of Course Completion: 5/13/2024

Liza Fernandez

FLHSMV
FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLE

iLearn

This certificate is awarded to
LIZA Fernandez
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: 3/5/2024

TC 0007C

FLHSMV
FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLE

iLearn

This certificate is awarded to
LIZA Fernandez
for the successful completion of
AAMVA FDR 2024: Introduction to Fraud
by External Training
1 Hours 0 Minutes

Date of Course Completion: 3/5/2024

TC0010C



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	M. Jean Ferrer		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Flagler	Job Title: Director of Finance		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	07/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 02/28/22	To: Present
From:	To:

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

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

Notes:




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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): M. Jean Ferrer					
Business email address: JFerrer@FlaglerTax.gov				Business phone number: 386-313-4154	
Job title: Director of Finance					
Employed by: Flagler County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification, list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement, provide your current employer and employment dates.					
Employer: Flagler County Tax Collector					
Your Title: Director of Finance				Employment Dates: 02/28/2022- 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
TC0040C	TCC 501 - Duties & Responsibilities	30	TC0036C	TCC 503 - Collection & Distribution of Property Taxes	30
TC0042C	TCC 504 - Collection of Licenses, Taxes & Fees	30	TC0037C	TCC 001 - Bankruptcy	15
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 7/17/2025	




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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): M. Jean Ferrer					
Business email address: JFerrer@FlaglerTax.gov				Business phone number: 386-313-4154	
Job title: Director of Finance					
Employed by: Flagler County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Flagler County Tax Collector					
Your Title: Director of Finance				Employment Dates: 02/28/2022- 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
TC0038C	TCC 002 - Effective Decision Making	10	TC0039C	TCC 003 - Customer Service Training	5
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 7/17/2025	

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

Certifies that

M. Jean Ferrer

has successfully completed

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

Course Number: TC-0040C

February 7-10, 2022
30 credit hours



Congratulations,

M. Jean Ferrer

on completing

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

Course Number: TC-0036C

on

June 30, 2022
30 credit hours





Congratulations,

M. Jean Ferrer

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

May 30, 2025
15 credit hours





Congratulations,

M. Jean Ferrer

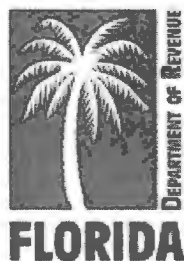
on completing

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

Course Number: TC-0038C

on

June 23, 2025
10 credit hours





Congratulations,

M. Jean Ferrer

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

June 27, 2025

5 credit hours





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

Certifies that

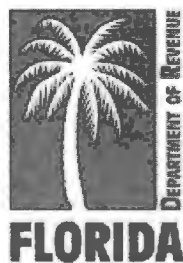
M. Jean Ferrer

has successfully completed

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

Course Number: TC-0042C

June 30, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Stephanie Hope Field		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Flagler		Job Title: Taxpayer/Motorist Services Specialist	
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>		Reinstatement: <input type="checkbox"/>	
Certification Date:	07/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 06/29/23	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 002 - Effective Decision Making	10	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 - Vehicle Identification Documents	0.83	Attended Course
AAMVA - Birth Certificates	0.50	Attended Course
AAMVA - Canadian Birth Certificates, Drive and Vehicle Documents	0.75	Attended Course
AAMVA - Counterfeits and Alterations	0.75	Attended Course
AAMVA - Canadian Travel, Citizenship and Immigration Documents	1	Attended Course
AAMVA - Driver License and ID Cards	0.75	Attended Course
AAMVA - Internal Fraud for Staff	0.75	Attended Course
Total Hours	114.08	

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

Notes: Total hours: 120.83



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Stephanie Hope Field		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Flagler	Job Title: Taxpayer/Motorist Services Specialist		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	07/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 06/29/23	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
90-hours per 12D-19.003(3)(b)		
AAMVA - Introduction to Covert Features	0.75	Attended Course
AAMVA - Introduction to Fraud	1	Attended Course
AAMVA - Mexican Documents	0.75	Attended Course
AAMVA - 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
Total Hours	6.75	

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

Notes:

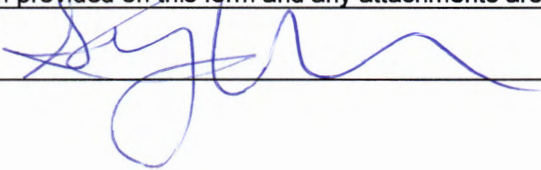


**Application for
Florida Professional Certification
Property Tax Oversight Certification and Training**

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Stephanie Hope Field					
Business email address: SField@FlaglerTax.gov				Business phone number: 386-313-4160	
Job title: Taxpayer / Motorist Services Specialist					
Employed by: Flagler County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Flagler County Tax Collector					
Your Title: Taxpayer / Motorist Services Specialist				Employment Dates: 6/29/2023 - Present	
Employer:					
Your Title:				Employment Dates:	
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC0040C	TCC 501 - Duties & Responsibilities	30	TC0024C	Driver License Preparatory Training	64
TC0001C	Counterfeits & Alterations	.75	TC0002C	Driver's License & ID Cards	.75
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 17 July 2025	

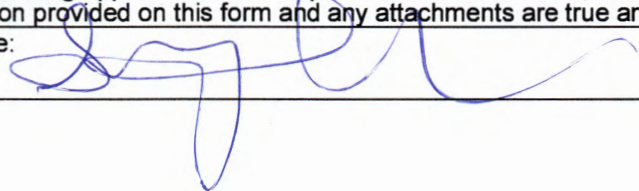


**Application for
Florida Professional Certification
Property Tax Oversight Certification and Training**

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Stephanie Hope Field					
Business email address: SField@FlaglerTax.gov				Business phone number: 386-313-4160	
Job title: Taxpayer / Motorist Services Specialist					
Employed by: Flagler County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Flagler County Tax Collector					
Your Title: Taxpayer / Motorist Services Specialist			Employment Dates: 6/29/2023 - 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
TC0003C	Vehicle Identification Documents	.83	TC0005C	Birth Certificates	.50
TC0006C	Canadian Birth Certificates, Driver & Vehicle Documents	.75	TC0007C	Canadian Travel, Citizenship & Immigration Documents	1.0
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 17 July 2025	

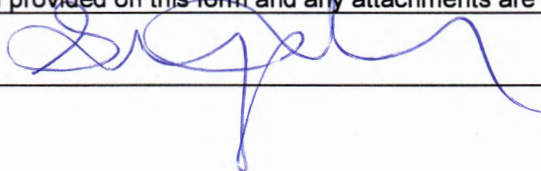


**Application for
Florida Professional Certification
Property Tax Oversight Certification and Training**

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Stephanie Hope Field					
Business email address: SField@FlaglerTax.gov				Business phone number: 386-313-4160	
Job title: Taxpayer / Motorist Services Specialist					
Employed by: Flagler County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Flagler County Tax Collector					
Your Title: Taxpayer / Motorist Services Specialist				Employment Dates: 6/29/2023 - 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
TC0008C	Internal Fraud for Staff	.75	TC0009C	Introduction to Covert Features	.75
TC0010C	Introduction to Fraud	1.0	TC0011C	Mexican Documents	.75
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 17 July 2025	

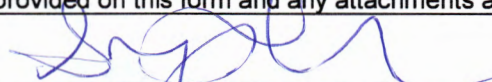


**Application for
Florida Professional Certification
Property Tax Oversight Certification and Training**

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Stephanie Hope Field					
Business email address: SField@FlaglerTax.gov				Business phone number: 386-313-4160	
Job title: Taxpayer / Motorist Services Specialist					
Employed by: Flagler County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Flagler County Tax Collector					
Your Title: Taxpayer / Motorist Services Specialist				Employment Dates: 6/29/2023 - 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
TC0012C	Military ID Cards	.50	TC0013C	People & Actions	.75
TC0014C	Security Features	1.0	TC0015C	Social Security Cards	.50
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 17 July 2025	

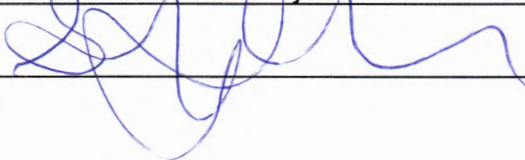


**Application for
Florida Professional Certification
Property Tax Oversight Certification and Training**

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Stephanie Hope Field					
Business email address: SField@FlaglerTax.gov			Business phone number: 386-313-4160		
Job title: Taxpayer / Motorist Services Specialist					
Employed by: Flagler County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Flagler County Tax Collector					
Your Title: Taxpayer / Motorist Services Specialist			Employment Dates: 6/29/2023 - 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
TC0016C	Travel Documents	.75	TC0017C	US Immigration Documents	.75
TC0018C	CDL Module 1	2.50	TC0019C	CDL Module 2	.75
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 17 July 2025	

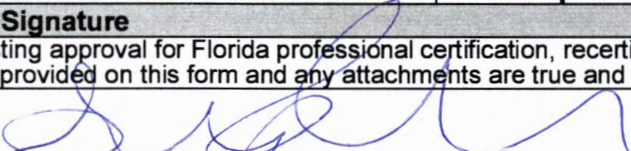


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Stephanie Hope Field					
Business email address: SField@FlaglerTax.gov				Business phone number: 386-313-4160	
Job title: Taxpayer / Motorist Services Specialist					
Employed by: Flagler County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Flagler County Tax Collector					
Your Title: Taxpayer / Motorist Services Specialist				Employment Dates: 6/29/2023 - 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
TC0020C	CDL Module 3	.75	TC0021C	CDL Module 4	.75
TC0038C	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: 17 July 2025	

This certificate is awarded to

STEPHANIE FIELD

for the successful completion of

Driver License Preparatory Training - Virtual Instructor-Led Training

by FLHSMV

64 Hours 00 Minutes

Date of Course Completion: 10/20/2023

This certificate is awarded to

STEPHANIE FIELD

for the successful completion of

AAMVA CDL 2024: Module 1 - Introduction to CDL Licensing

by External Training

2 Hours 30 Minutes

Date of Course Completion: 2/20/2024

This certificate is awarded to

STEPHANIE FIELD

for the successful completion of

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

by External Training

0 Hours 45 Minutes

Date of Course Completion: 2/20/2024

This certificate is awarded to

STEPHANIE FIELD

for the successful completion of

AAMVA CDL 2024: Module 3 - CDL Knowledge Tests Overview

by External Training

0 Hours 45 Minutes

Date of Course Completion: 2/20/2024



This certificate is awarded to

STEPHANIE FIELD

for the successful completion of

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

by External Training

0 Hours 45 Minutes

Date of Course Completion: 2/20/2024



This certificate is awarded to

STEPHANIE FIELD

for the successful completion of

AAMVA FDR 2024: Vehicle Identification Documents

by External Training

0 Hours 50 Minutes

Date of Course Completion: 2/21/2024

This certificate is awarded to

STEPHANIE FIELD

for the successful completion of

AAMVA FDR 2024: Birth Certificates

by External Training

0 Hours 30 Minutes

Date of Course Completion: 3/12/2024



This certificate is awarded to

STEPHANIE FIELD

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: 3/12/2024



This certificate is awarded to

STEPHANIE FIELD

for the successful completion of

AAMVA FDR 2024: Counterfeits and Alterations

by External Training

0 Hours 45 Minutes

Date of Course Completion: 3/15/2024



This certificate is awarded to

STEPHANIE FIELD

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: 3/15/2024



This certificate is awarded to

STEPHANIE FIELD

for the successful completion of

AAMVA FDR 2024: Driver Licenses and ID Cards

by External Training

0 Hours 45 Minutes

Date of Course Completion: 3/25/2024



This certificate is awarded to

STEPHANIE FIELD

for the successful completion of

AAMVA FDR 2024: Internal Fraud for Staff

by External Training

0 Hours 45 Minutes

Date of Course Completion: 3/27/2024



This certificate is awarded to

STEPHANIE FIELD

for the successful completion of

AAMVA FDR 2024: Introduction to Covert Features

by External Training

0 Hours 45 Minutes

Date of Course Completion: 3/28/2024

This certificate is awarded to

STEPHANIE FIELD

for the successful completion of

AAMVA FDR 2024: Introduction to Fraud

by External Training

1 Hours 0 Minutes

Date of Course Completion: 3/28/2024



This certificate is awarded to

STEPHANIE FIELD

for the successful completion of

AAMVA FDR 2024: Mexican Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 3/28/2024

This certificate is awarded to

STEPHANIE FIELD

for the successful completion of

AAMVA FDR 2024: Military ID Cards

by External Training

0 Hours 30 Minutes

Date of Course Completion: 4/11/2024



This certificate is awarded to

STEPHANIE FIELD

for the successful completion of

AAMVA FDR 2024: People and Actions

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/16/2024



This certificate is awarded to

STEPHANIE FIELD

for the successful completion of

AAMVA FDR 2024: Security Features

by External Training

1 Hours 0 Minutes

Date of Course Completion: 4/16/2024



This certificate is awarded to

STEPHANIE FIELD

for the successful completion of

AAMVA FDR 2024: Social Security Cards

by External Training

0 Hours 30 Minutes

Date of Course Completion: 4/16/2024

This certificate is awarded to

STEPHANIE FIELD

for the successful completion of

AAMVA FDR 2024: Travel Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/16/2024

This certificate is awarded to

STEPHANIE FIELD

for the successful completion of

AAMVA FDR 2024: US Immigration Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/18/2024



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

Certifies that

Stephanie Hope Field

has successfully completed

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

Course Number: TC-0040C

February 28, 2025
30 credit hours





Congratulations,

Stephanie Hope Field

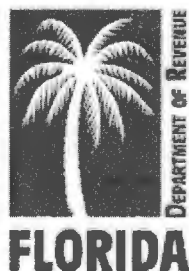
on completing

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

Course Number: TC-0038C

on

June 13, 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:	Stephen Foreman		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Clay	Job Title: Finance Assistant II		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	07/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 08/24/22	To: Present
From:	To:

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

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

Notes:

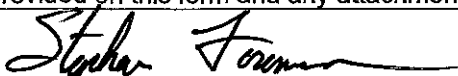


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Stephen Foreman					
Business email address: 477 Houston St Green Cove Spgs., FL 3204;				Business phone number: 904-284-6320	
Job title: Finance Assistant II					
Employed by: Clay County Tax Collector, Diane Hutchings					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Clay County Tax Collector					
Your Title: Finance Assistant II				Employment Dates: 08/24/22 - 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	Duties and Responsibilities	30	TC-0036C	Collection and Distribution of Prop. Tax	30
TC-0041C	Leadership and Management Skills	30	TC-0042C	Collections of Licenses, Taxes and Fees	30
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 07/16/2025	

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

Certifies that

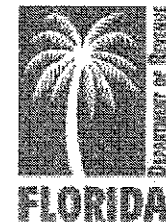
Stephen K Foreman

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



Congratulations,
Stephen K Foreman

on completing

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

Course Number: TC-0036C

on

December 19, 2024
30 credit hours





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

Certifies that

Stephen K Foreman

has successfully completed

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

Course Number: TC-0040C



March 3, 2025
30 credit hours



The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team

Certifies that

Stephen K Foreman

has successfully completed

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

Course Number: TC-0042C

June 30, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Brooke Fowler		
Previous Name(s)(if applicable):	Kimberly Fowler, Kimberly Gibson		
Documentation Included:	No		
County: Liberty		Job Title:	Deputy Tax Collector
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>		Reinstatement: <input type="checkbox"/>	
Certification Date:	04/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 08/01/23	To: Present
From: 3/17/17	To: 3/18/22

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 (Online)	12	Attended Course
AAMVA - Counterfeits and Alterations	.75	Attended Course
AAMVA - Driver License and ID Cards	.75	Attended Course
AAMVA - Vehicle Identification Documents	0.83	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
AAMVA - Introduction to Fraud	1	Attended Course
Total Hours	64.58	

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

Notes: Total Hours: 120.83



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

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

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 08/01/23	To: Present
From: 3/17/17	To: 3/18/22

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
90-hours per 12D-19.003(3)(b)		
AAMVA - Mexican Documents	0.75	Attended Course
AAMVA - Military ID Cards	0.50	Attended Course
AAMVA - People and Actions	0.75	Attended Course
AAMVA - Security Features	1	Attended Course
AAMVA - Social Security Cards	0.50	Attended Course
AAMVA - Travel Documents	0.75	Attended Course
AAMVA - U.S. Immigration Documents	0.75	Attended Course
AAMVA - CDL Module 1	2.5	Attended Course
AAMVA - CDL Module 2	0.75	Attended Course
AAMVA - CDL Module 3	0.75	Attended Course
AAMVA - CDL Module 4	0.75	Attended Course
FLHSMV - Heavy Vehicle Use Tax	1	Attended Course
FLHSMV - DL Training Series: Phase I	45	Attended Course
Total Hours	55.75	

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

Notes:



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

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

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 08/01/23	To: Present
From: 3/17/17	To: 3/18/22

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

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

Notes:



Submitted 5/28/25 (Next cert meeting Oct. 2025)

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

Application for Florida Professional Certification

Property Tax Oversight Certification and Training

Resubmit 5/30/25

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Brooke Fowler					
Business email address: Brooke@lctaxcollector.org			Business phone number: 850-643-2442		
Job title: Deputy Tax Collector					
Employed by: Liberty Co. Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Liberty Co. Tax Collector					
Your Title: Deputy Tax Collector			Employment Dates: 8/1/2023 - present		
Employer: Liberty Co. Tax Collector					
Your Title: Deputy Tax Collector			Employment Dates: 3/17/2017 - 3/18/2022		
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
TC0040C	TCC 501 Duties & Respon.	30	TC-0038C	TCC003 Customer Serv.	5
TC0038C	TCC-002 Effective Dec.	10	TC0025C	DL Prep Training	12
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: Brooke Fowler				Date: 5/28/25	



FLORIDA

Application for
Florida Professional Certification
Property Tax Oversight Certification and Training

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Brooke Fowler					
Business email address: Brooke@lctaxcollector.org				Business phone number: 850-643-2442	
Job title: Deputy Tax Collector					
Employed by: Liberty Co. Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Liberty Co. Tax Collector					
Your Title: Deputy Tax Collector				Employment Dates: 8/1/2023 - present	
Employer: Liberty Co. Tax Collector					
Your Title: Deputy Tax Collector				Employment Dates: 3/17/2017 - 3/18/2022	
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
TC0001C	AAMVA FDR 2024 Cont & Act	.75	TC003C	AAMVA FDR 24 Vehicle	.83
TC0002C	AAMVA FDR 24 DL & ID	.75	TC004C	AAMVA FDR 24 Expand	.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: Brooke Fowler				Date: 5/28/25	



FLORIDA

Application for
Florida Professional Certification
Property Tax Oversight Certification and Training

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Brooke Fowler					
Business email address: Brooke@lctaxcollector.org				Business phone number: 850-643-2442	
Job title: Deputy Tax Collector					
Employed by: Liberty Co. Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Liberty Co. Tax Collector					
Your Title: Deputy Tax Collector				Employment Dates: 8/1/2023 - present	
Employer: Liberty Co. Tax Collector					
Your Title: Deputy Tax Collector				Employment Dates: 3/17/2017 - 3/18/2022	
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
TC0005C	AAMVA FDR 24 Birth Cert	• 5	TC0007C	AAMVA FDR 24 Travel	1
TC0006C	AAMVA FDR 24 Canadian	• 75	TC0008C	AAMVA FDR 24 Int'l	• 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: Brooke Fowler				Date: 5/28/25	



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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Brooke Fowler					
Business email address: Brooke@lctaxcollector.org				Business phone number: 850-643-2442	
Job title: Deputy Tax Collector					
Employed by: Liberty Co. Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Liberty Co. Tax Collector					
Your Title: Deputy Tax Collector				Employment Dates: 8/1/2023 - present	
Employer: Liberty Co. Tax Collector					
Your Title: Deputy Tax Collector				Employment Dates: 3/17/2017 - 3/18/2022	
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
TC0000C	Introduction to Collect	• 75	TC001C	Mexican Docs.	• 75
TC0010C	Introduction to Fraud	1	TC0010C	Military ID	• 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: Brooke Fowler				Date: 5/28/25	



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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Brooke Fowler					
Business email address: Brooke@lctaxcollector.org				Business phone number: 850-643-2442	
Job title: Deputy Tax Collector					
Employed by: Liberty Co. Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Liberty Co. Tax Collector					
Your Title: Deputy Tax Collector				Employment Dates: 8/1/2023 - present	
Employer: Liberty Co. Tax Collector					
Your Title: Deputy Tax Collector				Employment Dates: 3/17/2017 - 3/18/2022	
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
TC0013C	People & Actions	0.75	TC0015C	SS Cards	0.5
TC0014C	Security Features	1	TC0016C	Travel Docs	0.75
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: Brooke Fowler				Date: 5/28/25	



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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Brooke Fowler					
Business email address: Brooke@lctaxcollector.org				Business phone number: 850-643-2442	
Job title: Deputy Tax Collector					
Employed by: Liberty Co. Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Liberty Co. Tax Collector					
Your Title: Deputy Tax Collector				Employment Dates: 8/1/2023 - present	
Employer: Liberty Co. Tax Collector					
Your Title: Deputy Tax Collector				Employment Dates: 3/17/2017 - 3/18/2022	
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
TC001C	US Immigration	.75	TC001AC	CDL Module 2	.75
TC001BC	CDL Module 1	2.5	TC002AC	CDL Module 3	.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: Brooke Fowler				Date: 5/28/25	



Application for
Florida Professional Certification
Property Tax Oversight Certification and Training

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Brooke Fowler					
Business email address: Brooke@lctaxcollector.org				Business phone number: 850-643-2442	
Job title: Deputy Tax Collector					
Employed by: Liberty Co. Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Liberty Co. Tax Collector					
Your Title: Deputy Tax Collector				Employment Dates: 8/1/2023 - present	
Employer: Liberty Co. Tax Collector					
Your Title: Deputy Tax Collector				Employment Dates: 3/17/2017 - 3/18/2022	
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
TC0021C	CDL module 4	0.75			
TC0044C	HVUT	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: Brooke Fowler				Date: 5/28/25	



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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Brooke Fowler					
Business email address: Brooke@lctaxcollector.org				Business phone number: 850-643-2442	
Job title: Deputy Tax Collector					
Employed by: Liberty Co. Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Liberty Co. Tax Collector					
Your Title: Deputy Tax Collector				Employment Dates: 8/1/2023 - present	
Employer: Liberty Co. Tax Collector					
Your Title: Deputy Tax Collector				Employment Dates: 3/17/2017 - 3/18/2022	
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
TC0022C	DC Transformed 1	45			
TC0045C	24 Cyber Security	50			
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: Brooke Fowler				Date: 5/28/25	



This certificate is awarded to
KIMBERLY GIBSON

for the successful completion of the course

DL Transformed: Phase I
By DHSMV

45 Hours 0 Min

Date: 6/16/2017

TC-0072C

6/16/17
in Training
mg

This certificate is awarded to

KIMBERLY FOWLER

for the successful completion of

AAMVA FDR 2024: Birth Certificates

by External Training

0 Hours 30 Minutes

FC - 0005C

.50

EC
Add to training
service hours
2/28/24

Date of Course Completion: 2/23/2024

This certificate is awarded to

KIMBERLY FOWLER

for the successful completion of

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

by External Training

0 Hours 45 Minutes

FC-0006C

.75

EK
added to Training
Service hours
2/23/24

Date of Course Completion: 2/23/2024



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

KIMBERLY FOWLER

for the successful completion of

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

by External Training

1 Hours 0 Minutes

TC-0067C

1.0

EK added training
hours. 2/28/24

Date of Course Completion: 2/28/2024

This certificate is awarded to

KIMBERLY FOWLER

for the successful completion of

AAMVA FDR 2024: Counterfeits and Alterations

by External Training

0 Hours 45 Minutes

TC-0001C
2/29/24 EK
Added to Service
notes.

.75

Date of Course Completion: 2/28/2024

FLHSMV

FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES

iLearn

This certificate is awarded to

KIMBERLY FOWLER

for the successful completion of

AAMVA FDR 2024: Internal Fraud for Staff

by External Training

0 Hours 45 Minutes

.75

TC-0008C

Added Approved
cert course
3/14/24 EK
Date of Course Completion: 3/6/2024

FLHSMV

FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES

iLearn

This certificate is awarded to

KIMBERLY FOWLER

for the successful completion of

AAMVA FDR 2024: Driver Licenses and ID Cards

by External Training

0 Hours 45 Minutes

.75

TC-0002C

Add'l approval
cert course
3/19/24 EK

Date of Course Completion: 3/6/2024



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

KIMBERLY FOWLER

for the successful completion of

AAMVA FDR 2024: Introduction to Fraud

by External Training

1 Hours 0 Minutes

1.D

TC-0010C

Added approved
cert hours 4/23/24
Date of Course Completion: 4/23/2024

FLHSMV

FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES

iLearn

This certificate is awarded to

KIMBERLY FOWLER

for the successful completion of

AAMVA FDR 2024: Introduction to Covert Features

by External Training

0 Hours 45 Minutes

TC-000AC

75

added approved
cert hours 4/23/24
Date of Course Completion: 4/23/2024

FLHSMV

FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES

iLearn

This certificate is awarded to

KIMBERLY FOWLER

for the successful completion of

AAMVA FDR 2024: Mexican Documents

by External Training

0 Hours 45 Minutes

TC-0011C

.75

Added approved
cert. hours
4/23/24

Date of Course Completion: 4/23/2024



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

KIMBERLY FOWLER

for the successful completion of

AAMVA FDR 2024: Military ID Cards

by External Training

0 Hours 30 Minutes

.50

TC-0012C

Added Cert. 4/24/24
approved

Date of Course Completion: 4/23/2024



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

KIMBERLY FOWLER

for the successful completion of

AAMVA FDR 2024: People and Actions

by External Training

0 Hours 45 Minutes

.75

TC-0013C

added approved cert.
4/24/2024

Date of Course Completion: 4/23/2024



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

KIMBERLY FOWLER

for the successful completion of

AAMVA FDR 2024: Security Features

by External Training

1 Hours 0 Minutes

TC-0014C

added approved cert.
4/24/24 EK

1.0

Date of Course Completion: 4/23/2024



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

KIMBERLY FOWLER

for the successful completion of

AAMVA FDR 2024: Social Security Cards

by External Training

0 Hours 30 Minutes

TC-0015C

.50

Added approved
cert. 4/24/24 ER

Date of Course Completion: 4/23/2024



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

KIMBERLY FOWLER

for the successful completion of

AAMVA FDR 2024: Vehicle Identification Documents

by External Training

0 Hours 50 Minutes

TC-0003C
✓ added 11/8/24
.84

Date of Course Completion: 4/24/2024

FLHSMV

FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES

iLearn

This certificate is awarded to

KIMBERLY FOWLER

for the successful completion of

AAMVA FDR 2024: Travel Documents

by External Training

0 Hours 45 Minutes

TC-0016C

Added Approved
Cert. 4/24/24 *ex*

75

Date of Course Completion: 4/24/2024

FLHSMV

FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES

iLearn

This certificate is awarded to

KIMBERLY FOWLER

for the successful completion of

AAMVA FDR 2024: US Immigration Documents

by External Training

0 Hours 45 Minutes

TC-0617C
graded 11/18/24
.75

Date of Course Completion: 4/24/2024



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

KIMBERLY FOWLER

for the successful completion of

AAMVA CDL 2024: Module 1 - Introduction to CDL Licensing

by External Training

2 Hours 30 Minutes

TC-0018C

Added
5/24/24
2.5

Date of Course Completion: 5/23/2024



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

KIMBERLY FOWLER

for the successful completion of

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

by External Training

0 Hours 45 Minutes

TC-0019C

✓ added
5/24/24
.75

Date of Course Completion: 5/23/2024



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

KIMBERLY FOWLER

for the successful completion of

AAMVA CDL 2024: Module 3 - CDL Knowledge Tests Overview

by External Training

0 Hours 45 Minutes

TC-0020C

✓ added
5/24/24 .75

Date of Course Completion: 5/23/2024



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

KIMBERLY FOWLER

for the successful completion of

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

by External Training

0 Hours 45 Minutes

TC-0021C

✓ added
5/24/24
.75

Date of Course Completion: 5/23/2024



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

KIMBERLY FOWLER

for the successful completion of

Information and Cyber Security Awareness for External Entities - 2024

by FLHSMV

0 Hours 30 Minutes

TC-0045C

✓ added
8/14/24 D.L.

Date of Course Completion: 8/12/2024

FLHSMV

FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES

iLearn

This certificate is awarded to

KIMBERLY FOWLER

for the successful completion of

AAMVA FDR 2024: Expanding the Review

by External Training

0 Hours 30 Minutes

TC-0004C
EK added
.50

Date of Course Completion: 11/13/2024



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

KIMBERLY FOWLER

for the successful completion of

Heavy Vehicle Use Tax (HVUT) - 2021

by FLHSMV

1 Hours 0 Minutes

TZ-0044C

EK added 11/14/24

Date of Course Completion: 11/14/2024



This certificate is awarded to

KIMBERLY FOWLER

for the successful completion of

Driver License Preparatory Training - OLT

by FLHSMV

12 Hours

TC-0025C
Added 12/18/24

Date of Course Completion: 11/22/2024

Added 2/17/25



Congratulations,
Brooke Fowler

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

February 12, 2025
5 credit hours





Congratulations,

Brooke Fowler

on completing

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

Course Number: TC-0038C

on

February 20, 2025
10 credit hours



Added 2/25/25



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

Certifies that

Brooke Fowler

has successfully completed

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

Course Number: TC-0040C

March 1, 2025
30 credit hours



Added 3/11/25



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Juliette Fulton		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Dade		Job Title:	Division Director Motor Vehicle Compliance
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>		Reinstatement: <input type="checkbox"/>	
Certification Date:	8/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 07/10/23	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 503 Collection & Distribution of Property Taxes and Special Assessments	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 001 - Bankruptcy	15	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
FLHSMV - Driver License Preparatory Training (Instructor Led)	64	Attended Course
Total Hours	154	

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

Notes:

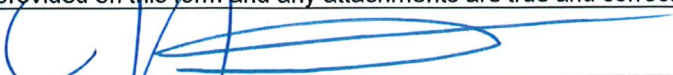


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Juliette Fulton					
Business email address: JulietteFulton@mdctaxcollector.gov				Business phone number: 305-375-3019	
Job title: Division Director Motor Vehicle Compliance					
Employed by: Miami-Dade County Office of the Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Miami Dade County Office of the Tax Collector					
Your Title: Division Director Business Taxes				Employment Dates: 7/10/2023 - 9/8/2024	
Employer: Miami Dade County Office of the Tax Collector					
Your Title: Division Director Motor Vehicle Compliance				Employment Dates: 9/9/2024 - Current	
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0024C	Driver License Preparatory Training	64	TC-0037C	TCC 001 - Bankruptcy	15
TC-0036C	TCC 503-Collection & Distribution of Property Taxes and Special Assessments	30	TC-0038C	TCC 002 - 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: 7/24/2025	

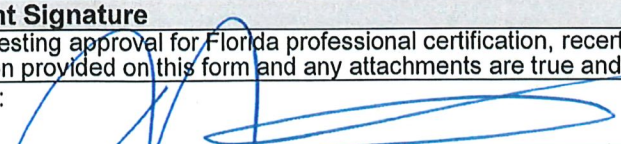


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Juliette Fulton					
Business email address: JulietteFulton@mdctaxcollector.gov				Business phone number: 305-375-3019	
Job title: Division Director Motor Vehicle Compliance					
Employed by: Miami-Dade County Office of the Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Miami Dade County Office of the Tax Collector					
Your Title: Division Director Business Taxes				Employment Dates: 7/10/2023 - 9/8/2024	
Employer: Miami Dade County Office of the Tax Collector					
Your Title: Division Director Motor Vehicle Compliance				Employment Dates: 9/9/2024 - 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-0039C	Customer Service Training	5			
TC-0041C	TCC 502 - Management of a Florida Tax Collector's Office	30			
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 7/24/2025	

The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team

Certifies that

Juliette R. Fulton

has successfully completed

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

Course Number: TC-0041C

September 18-21, 2023
30 credit hours



Congratulations,

Juliette Fulton

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

April 16, 2024
5 credit hours



Congratulations,

Juliette Fulton

on completing

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

Course Number: TC-0038C

on

April 30, 2024
10 credit hours



Congratulations,

Juliette Fulton

on completing

TCC 001 - BANKRUPTCY
Course Number: TC-0037C

on

May 1, 2024
15 credit hours



Congratulations,
Juliette Fulton

on completing

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

Course Number: TC-0036C

on

May 28, 2024
30 credit hours





This certificate is awarded to

JULIETTE FULTON

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: 2/28/2025



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Jennifer Gallagher		
Previous Name(s)(if applicable):	Jennifer Fantasia		
Documentation Included:	No		
County: St. Lucie	Job Title: Customer Service Representative Lead		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	08/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 03/14/22	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 503 Collection & Distribution of Property Taxes and Special Assessments	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
FLHSMV - Driver License Preparatory Training (Instructor Led)	64	Attended Course
Total Hours	124	

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

Notes:




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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Jennifer Gallagher					
Business email address: tax406@tcscl.com			Business phone number: 772-462-1650		
Job title: CUSTOMER SERV REP LEAD					
Employed by: St. Lucie County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your Initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: St. Lucie County Tax Collector					
Your Title: CUSTOMER SERV REP LEAD			Employment Dates: 03/14/2022 - Current		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0024C	DL Preparatory Training	64	TC-0042C	TCC 504 - Collection of Licenses, Taxes, and Fees	30
TC-0036C	TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30			
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 7/31/25	

FLHSMV

FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES

iLearn

This certificate is awarded to

JENNIFER FANTASIA

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: 8/25/2022



Congratulations,

Jennifer Gallagher

on completing

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

Course Number: TC-0036C

on

February 12, 2025
30 credit hours





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

Certifies that

Jennifer Gallagher

has successfully completed

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

Course Number: TC-0042C

July 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:	Jorge L. Garcia
Previous Name(s)(if applicable):	
Documentation Included:	
County: Dade	Job Title: Senior Tax Record Specialist
Certification Requested:	Certified Florida Collector Assistant
Initial: <input type="checkbox"/>	Reinstatement: <input checked="" type="checkbox"/>
Certification Date:	07/01/25

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 04/28/25	To: Present
From: 8/24/19	To: 11/11/24

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30	Attended Course
TCC 001 - Bankruptcy	15	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
Total Hours	120	

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

Notes:



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

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

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

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

Reason for Applying					
<input type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input checked="" type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Jorge L. Garcia					
Business email address: JorgeGarcia@mdctaxcollector.gov			Business phone number: 305-375-5612		
Job title: Senior Tax Record Specialist					
Employed by: Miami-Dade County Office of the Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: MIAMI DADE COUNTY TAX COLLECTOR					
Your Title: TAX RECORD SPECIALIST			Employment Dates: 08/24/2019 - 04/17/2023		
Employer: MIAMI DADE COUNTY TAX COLLECTOR					
Your Title: SENIOR TAX RECORD SPECIALIST			Employment Dates: 04/17/2023 - 11/11/2024		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0037C	TCC 001 - Bankruptcy	15	TC-0039C	TCC 003 - Customer Service Training	5
TC-0038C	TCC 002 - Effective Decision-Making in the Workplace	10	TC-0036C	TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature:			Date: 06/25/2025		

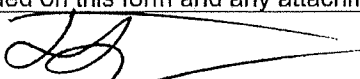


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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

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

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

Reason for Applying					
<input type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input checked="" type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Jorge L. Garcia					
Business email address: JorgeGarcia@mdctaxcollector.gov			Business phone number: 305-375-5612		
Job title: Senior Tax Record Specialist					
Employed by: Miami-Dade County Office of the Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: REGULATORY ECONOMIC RESOURCE					
Your Title: BUILDING CODE COMPLIANCE OFFICER			Employment Dates: 11/11/2024 - 04/28/2025		
Employer: MIAMI DADE OFFICE OF THE TAX COLLECTOR					
Your Title: SENIOR TAX RECORD SPECIALIST			Employment Dates: 04/28/2025 - 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	TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30			
TC-0041C	TCC 502 - Management of a Florida Tax Collector's Office	30			
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 			Date: 06/25/2025		

Congratulations,
Jorge L. Garcia

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

September 3, 2023
15 credit hours



Congratulations,

Jorge L. Garcia

on completing

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

Course Number: TC-0038C

on

September 9, 2023
10 credit hours



Congratulations,

Jorge L. Garcia

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

September 16, 2023

5 credit hours



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

Certifies that

Jorge L. Garcia

has successfully completed

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

Course Number: TC-0041C

September 18-21, 2023
30 credit hours



Congratulations,
Jorge L. Garcia

on completing

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

Course Number: TC-0036C

on

October 15, 2023
30 credit hours



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

Certifies that

Jorge L. Garcia

has successfully completed

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

Course Number: TC-0040C

February 27 - March 1, 2024
30 credit hours





**The State of Florida
Department of Revenue**
certifies that

JORGE L. GARCIA
Miami-Dade County
is a
Certified Florida Collector Assistant

with certification requirements met
through December 31, 2024.



CERTIFIED FLORIDA COLLECTOR ASSISTANT

The Florida Department of Revenue

Hereby Certifies That

Jorge L. Garcia

Has Successfully Completed the Requirements for the Designation

On This 1st Day of April, 2024

Jim Zingale
Executive Director
Florida Department of Revenue



Rene Lewis
Director, Property Tax Oversight
Florida Department of Revenue



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Graciela S. Gilmore		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Collier	Job Title: Clerk for Motor Services		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	09/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 10/16/05	To: Present
From:	To:

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

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

Notes:



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

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

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

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

Reason for Applying

☒ **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): Graciela S. Gilmore

Business email address: dthornton@colliertax.com

Business phone number: 239-252-1842

Job title: Clerk for Motor Services

Employed by: Collier County Tax Collector

I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:

☐ Certified Florida Appraiser ☐ Certified Florida Evaluator ☐ Certified Cadastralist of Florida
☐ Certified Florida Collector ☒ Certified Florida Collector Assistant

Experience for Certification – If you are applying for your **initial certification**, list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for **recertification** or for **reinstatement**, provide your current employer and employment dates.

Employer: Collier County Tax Collector

Your Title: Clerk for Motor Services

Employment Dates: 10/16/2015-Present

Employer:

Your Title:

Employment Dates:

Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.

No.	Course Title	Hours	No.	Course Title	Hours
TC 0037C	TCC 001 Bankruptcy	15	TC 0038C	TCC 002 Effective Decision Making in the Workplace	10
TC 0039C	Customer Service Training	5	TC 0040C	TCC 501 Duties & Responsibilities of Florida Tax Collectors	30

Applicant Signature

I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.

Signature:

Date:

09/02/2025




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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Graciela S. Gilmore					
Business email address: ggilmore@colliertax.com				Business phone number: 239-252-1842	
Job title: Clerk for Motor Services					
Employed by: Collier County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Collier County Tax Collector					
Your Title: Clerk for Motor Services				Employment Dates: 10/16/2015-Present	
Employer:					
Your Title:				Employment Dates:	
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0036C	TC 0036C Collection & Distribution of Property Tax & Special Assessments	30	TC-0042C	Collection of Licenses, Taxes, & Fees	30
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 09/02/2025	

Congratulations,

Graciela Gilmore

on completing

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

Course Number: TC-0038C

on

September 13, 2024
10 credit hours



Congratulations,

Graciela Gilmore

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

September 13, 2024

5 credit hours





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

Certifies that

Graciela Gilmore

has successfully completed

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

Course Number: TC-0040C

March 5, 2025
30 credit hours





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

Certifies that

Graciela Gilmore

has successfully completed

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

Course Number: TC-0042C

July 2, 2025
30 credit hours





Congratulations,

Graciela Gilmore

on completing

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

Course Number: TC-0036C

on

August 1, 2025
30 credit hours





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

Certifies that

Graciela Gilmore

has successfully completed

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

August 29, 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:	Gabriel Goggins		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Lake		Job Title:	Network Administrator
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>		Reinstatement: <input type="checkbox"/>	
Certification Date:	08/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 08/01/22	To: Present
From:	To:

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

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

Notes:



Application for
Florida Professional Certification
Property Tax Oversight Certification and Training

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Gabriel Goggins					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Network Administrator					
Employed by: Office of The Lake County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Office of The Lake County Tax Collector					
Your Title: Network Administrator			Employment Dates: 8/01/2022 - present		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC 0036C	TCC 503 Coll. & Dist. of Prop Taxes & SA	30.0	TC 0038C	TCC 002 Effective Decision Making in WP	10.0
TC 0037C	TCC 001 Bankruptcy	15.0	TC 0039C	TCC 003 Customer Service Training	5.0
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: Gabriel Goggins				Date: 07/14/2025	



Application for
Florida Professional Certification
Property Tax Oversight Certification and Training

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Gabriel Goggins					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Network Administrator					
Employed by: Office of The Lake County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Office of The Lake County Tax Collector					
Your Title: Network Administrator			Employment Dates: 8/01/2022 - 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
TC0040C	TCC 501 - Duties & Responsibilities of FTC	30.0			
TC0042C	TCC 504 Collection Licenses, Taxes & Fees	30.0			
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: <i>Gabriel Goggins</i>				Date: 07/14/2025	

Congratulations,

Gabriel Goggins

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

May 3, 2024
5 credit hours



Congratulations,

Gabriel Goggins

on completing

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

Course Number: TC-0038C

on

May 17, 2024
10 credit hours



Congratulations,

Gabriel Goggins

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

May 31, 2024
15 credit hours



Congratulations,
Gabriel Goggins

on completing

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

Course Number: TC-0036C

on

October 31, 2024
30 credit hours





The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team

Certifies that

Gabriel Goggins

has successfully completed

TCC 501 - DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

Course Number: TC-0040C

March 11, 2025
30 credit hours





The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team

Certifies that

Gabriel Goggins

has successfully completed

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

Course Number: TC-0042C

July 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:	Penny Harris		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Dade		Job Title:	Tax Collector Supervisor
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>		Reinstatement: <input type="checkbox"/>	
Certification Date:	07/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 09/01/14	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 503 Collection & Distribution of Property Taxes and Special Assessments	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 001 - Bankruptcy	15	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
FLHSMV - Driver License Preparatory Training (Instructor Led)	64	Attended Course
Total Hours	154	

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

Notes:

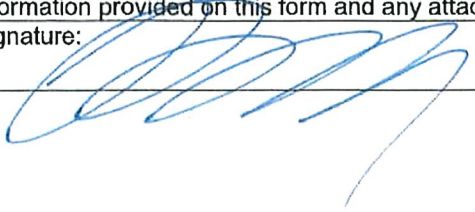


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Penny Harris					
Business email address: PennyHarris@mdctaxcollector.gov			Business phone number: 305-375-4403		
Job title: Tax Collector Supervisor					
Employed by: Miami-Dade County Office of the Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Miami-Dade County Office of the Tax Collector					
Your Title: Tax Record Specialist 2			Employment Dates: 09/2014 to 12/23/2023		
Employer: Miami-Dade County Office of the Tax Collector					
Your Title: Senior Tax Record Specialist			Employment Dates: 12/23/2023 to 6/9/2025		
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-0024C	Driver's License Preparatory Training	64	TC-0037C	TCC 001 - Bankruptcy	15
TC-0036C	TCC 503-Collection & Distribution of Property Taxes and Special Assessments	30	TC-0038C	TCC 002 - 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: 7/2/25	

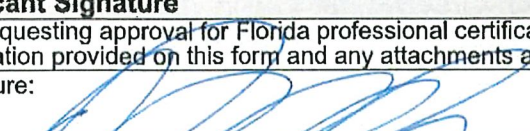


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Penny Harris					
Business email address: PennyHarris@mdctaxcollector.gov			Business phone number: 305-375-4403		
Job title: Tax Collector Supervisor					
Employed by: Miami-Dade County Office of the Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Miami-Dade County Office of the Tax Collector					
Your Title: Tax Collector Supervisor			Employment Dates: 6/9/2025 to present		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0039C	Customer Service Training	5			
TC-0041C	TCC 502 - Management of a Florida Tax Collector's Office	30			
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 7/2/25	

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

Certifies that

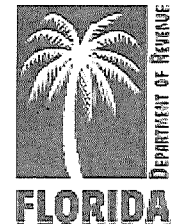
Penny Harris

has successfully completed

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

Course Number: TC-0041C

September 18-21, 2023
30 credit hours



Congratulations,

Penny Harris

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

April 18, 2024
5 credit hours



Congratulations,

Penny Harris

on completing

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

Course Number: TC-0038C

on

April 29, 2024
10 credit hours



Congratulations,

Penny Harris

on completing

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

Course Number: TC-0036C

on

May 7, 2024
30 credit hours



Congratulations,

Penny Harris

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

May 13, 2024
15 credit hours



This certificate is awarded to

Penny Harris

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: 6/27/2025



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Karen Hylton-Mickens		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Dade	Job Title: TC Human Resources Generalist		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	09/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 08/14/23	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 503 Collection & Distribution of Property Taxes and Special Assessments	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 001 - Bankruptcy	15	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
FLHSMV - Driver License Preparatory Training (Instructor Led)	64	Attended Course
Total Hours	154	

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

Notes:



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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Karen Hylton-Mickens					
Business email address: KarenHylton-Mickens@mdctaxcollector.gov			Business phone number: 305-375-2137		
Job title: TC Human Resources Generalist					
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: <div style="display: flex; flex-wrap: wrap;"><div style="width: 33%;"><input type="checkbox"/> Certified Florida Appraiser</div><div style="width: 33%;"><input type="checkbox"/> Certified Florida Evaluator</div><div style="width: 33%;"><input type="checkbox"/> Certified Cadastralist of Florida</div><div style="width: 33%;"><input type="checkbox"/> Certified Florida Collector</div><div style="width: 33%;"><input checked="" type="checkbox"/> Certified Florida Collector Assistant</div></div>					
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Miami Dade County					
Your Title: Senior Personnel Specialist			Employment Dates: 08/14/2023 - 01/06/2025		
Employer: MDC Office of The Tax Collector					
Your Title: HR Generalist			Employment Dates: 01/07/2025 - current		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0024C	Driver's License Preparatory Training	64	TC-0037C	TCC 001 - Bankruptcy	15
TC-0036C	TCC 503-Collection & Distribution of Property Taxes and Special Assessments	30	TC-0038C	TCC 002 - 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: <i>Karen Hylton-Mickens</i>				Date: 08/22/2025	



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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Karen Hylton-Mickens					
Business email address: KarenHylton-Mickens@mdctaxcollector.gov			Business phone number: 305-375-2137		
Job title: TC Human Resources Generalist					
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: <div style="display: flex; flex-wrap: wrap;"><div style="width: 33%;"><input type="checkbox"/> Certified Florida Appraiser</div><div style="width: 33%;"><input type="checkbox"/> Certified Florida Evaluator</div><div style="width: 33%;"><input type="checkbox"/> Certified Cadastralist of Florida</div><div style="width: 33%;"><input type="checkbox"/> Certified Florida Collector</div><div style="width: 33%;"><input checked="" type="checkbox"/> Certified Florida Collector Assistant</div></div>					
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Miami Dade County					
Your Title: Senior Personnel Specialist			Employment Dates: 08/14/2023 - 01/06/2025		
Employer: MDC Office of The Tax Collector					
Your Title: HR Generalist			Employment Dates: 01/07/2025 - current		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0039C	Customer Service Training	5			
TC-0041C	TCC 502 - Management of a Florida Tax Collector's Office	30			
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: <i>Karen Hylton-Mickens</i>				Date: 08/22/2025	

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

Certifies that

Karen Hylton-mickens

has successfully completed

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

Course Number: TC-0041C

September 18-21, 2023
30 credit hours



Congratulations,

Karen Hylton-mickens

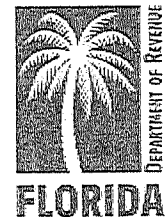
on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

April 4, 2024
5 credit hours



Congratulations,

Karen Hylton-mickens

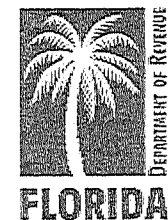
on completing

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

Course Number: TC-0038C

on

May 2, 2024
10 credit hours



Congratulations,

Karen Hylton-mickens

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

May 23, 2024
15 credit hours



Congratulations,

Karen Hylton-mickens

on completing

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

Course Number: TC-0036C

on

May 31, 2024
30 credit hours





This certificate is awarded to

Karen Hylton-Mickens

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: 7/28/2025



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Alex Irizarry		
Previous Name(s)(if applicable):			
Documentation Included:			
County: St. Lucie	Job Title: Customer Service Representative II		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	07/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 03/21/19	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 503 Collection & Distribution of Property Taxes and Special Assessments	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
FLHSMV - Driver License Preparatory Training (Instructor Led)	64	Attended Course
Total Hours	124	

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

Notes:



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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Alex Irizarry					
Business email address: tax268@tclsc.com			Business phone number: 772-462-1650		
Job title: CUSTOMER SERVICE REP II					
Employed by: St. Lucie County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your Initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: St. Lucie County Tax Collector					
Your Title: CUSTOMER SERVICE REP II			Employment Dates: 3/21/2019 - Current		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0024C	DL Preparatory Training	64	TC-0042C	TCC 504 - Collection of Licenses, Taxes, and Fees	30
TC-0036C	TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30			
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: Alex Irizarry				Date: 7/31/25	



This certificate is awarded to

ALEX IRIZARRY

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: 4/23/2024



Congratulations,

Alex Irizarry

on completing

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

Course Number: TC-0036C

on

February 12, 2025
30 credit hours





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

Certifies that

Alex Irizarry

has successfully completed

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

Course Number: TC-0042C

June 30, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Jorge Jarrin Jimenez		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Dade		Job Title: Customer Service Representative II	
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>		Reinstatement: <input type="checkbox"/>	
Certification Date:	08/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 07/31/23	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 503 Collection & Distribution of Property Taxes and Special Assessments	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 001 - Bankruptcy	15	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
FLHSMV - Driver License Preparatory Training (Instructor Led)	64	Attended Course
Total Hours	154	

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

Notes:

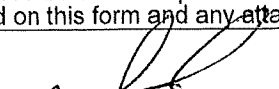


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Jorge Jarrin Jimenez					
Business email address: JorgeJarrinJimenez@mdctaxcollector.gov			Business phone number: 305-375-4003		
Job title: Tax Collector Customer Service Rep 2					
Employed by: Miami-Dade County Office of the Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Miami Dade Office of the Tax Collector					
Your Title: Tax Records Specialist			Employment Dates: 07/31/2023 - 12/20/2024		
Employer: Miami Dade Office of the Tax Collector					
Your Title: Senior Tax Records Specialist			Employment Dates: 12/23/2024 - 06/06/2025		
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-0024C	Driver's License Preparatory Training	64	TC-0038C	TCC 002 - Effective Decision-Making in the Workplace	10
TC-0037C	TCC 001 - Bankruptcy	15	TC-0039C	TCC 003- Customer Service Training	5
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 08/01/2025	



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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Jorge Jarrin Jimenez					
Business email address: JorgeJarrinJimenez@mdctaxcollector.gov			Business phone number: 305-375-4003		
Job title: Tax Collector Customer Service Rep 2					
Employed by: Miami-Dade County Office of the Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Miami Dade Office of the Tax Collector					
Your Title: Customer Service Representative 2			Employment Dates: 06/09/2025 - Current		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0036C	TCC 503-Collection & Distribution of Property Taxes and Special Assessments	30			
TC-0041C	TCC 502-Leadership and Management Skills in a Florida Tax Collector's Office	30			
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature:				Date: 08/01/2025	

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

Certifies that

Jorge Jarrin Jimenez

has successfully completed

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

Course Number: TC-0041C

September 21, 2024
30 credit hours





Congratulations,

Jorge Jarrin Jimenez

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

February 8, 2025
5 credit hours





Congratulations,

Jorge Jarrin Jimenez

on completing

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

Course Number: TC-0038C

on

February 9, 2025
10 credit hours





Congratulations,

Jorge Jarrin Jimenez

on completing

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

Course Number: TC-0036C

on

February 11, 2025
30 credit hours





Congratulations,

Jorge Jarrin Jimenez

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

March 14, 2025
15 credit hours



This certificate is awarded to

Jorge Jarrin Jimenez

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: 5/30/2025



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Leah D. Jones		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Alachua	Job Title: Client Services Associate III		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	08/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 06/04/18	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
FLHSMV - Driver License Preparatory Training (Instructor Led)	64	Attended Course
Total Hours	124	

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

Notes:



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

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

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

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

Reason for Applying

☒ 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):

Leah D. Jones

Business email address:

ljones@AtachuaCollector.com

Business phone number:

352 264 6949

Job title:

Client Services Ass. III

Employed by:

John Power Tax Collector

I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:

☐ Certified Florida Appraiser ☐ Certified Florida Evaluator ☐ Certified Cadastralist of Florida
☐ Certified Florida Collector ☒ Certified Florida Collector Assistant

Experience for Certification – If you are applying for your **initial certification**, list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for **recertification** or for **reinstatement**, provide your current employer and employment dates.

Employer:

John Power Tax Collector

Your Title:

CSA III

Employment Dates:

6/4/2018 - current

Employer:

Your Title:

Employment Dates:

Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.

No.	Course Title	Hours	No.	Course Title	Hours
TC0040C	Duties and Responsibilities of Florida Tax Collectors	30	TC-0024C	Driver license Prep training	64
TC0042C	Collection of Licenses, Taxes and Fees	30			

Applicant Signature

I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.

Signature:

L. Jones

Date:

7/7/2025

This certificate is awarded to

LEAH JONES

for the successful completion of

Driver License Preparatory Training - Virtual Instructor-Led Training

by FLHSMV

64 Hours 00 Minutes

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

Certifies that

Leah Deanelle Jones

has successfully completed

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

Course Number: TC-0040C

February 27 - March 1, 2024
30 credit hours





The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team

Certifies that

Leah Deanelle Jones

has successfully completed

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

Course Number: TC-0042C

July 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:	Geneva Kennedy		
Previous Name(s)(if applicable):			
Documentation Included:			
County: DeSoto	Job Title: Driver's License Supervisor		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	06/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 08/07/06	To: Present
From:	To:

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

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

Notes:



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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Geneva Kennedy					
Business email address: genk78@gmail.com			Business phone number: 863-993-4861		
Job title: Driver's License Supervisor					
Employed by: DeSoto County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: DeSoto County Tax Collector					
Your Title: Driver's License Supervisor			Employment Dates: 08/07/2006 - Current		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC0041C	TCC502 LEADERSHIP & MANAGEMENT SKILLS	30	TCC0042C	TCC 504 COLLECTION OF LIC, TAXES & FEES	30
TCC0040C	TCC 501 DUTIES & RESPONSIBILITIES OF FL TAX COLL	30	TCC0036C	COLLECTION & DISTRIBUTION OF PROP TAXES & SPEC ASSMT	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: 05/16/2025		

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



Certificate of Completion

Geneva Kennedy

MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE

TCC 502, 30 Hours

September 13-16, 2021

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

Certifies that

Geneva N Kennedy

has successfully completed

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

Course Number: TC-0042C

June 21-24, 2022
30 credit hours





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

Certifies that

Geneva N Kennedy

has successfully completed

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

Course Number: TC-0040C



March 5, 2025
30 credit hours



Congratulations,

Geneva N Kennedy

on completing

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

Course Number: TC-0036C

on

May 14, 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:	Maria Lazcano Gamas		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Indian River		Job Title: Lead Clerk	
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>		Reinstatement: <input type="checkbox"/>	
Certification Date:	08/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 06/16/25	To: Present
From: 8/26/20	To: 6/10/25

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 503 Collection & Distribution of Property Taxes and Special Assessments	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
FLHSMV - Driver License Preparatory Training (Instructor Led)	64	Attended Course
Total Hours	124	

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

Notes:

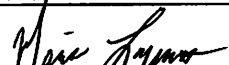


**Application for
Florida Professional Certification
Property Tax Oversight Certification and Training**

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): MARIA LAZCANO GAMAS					
Business email address: MLAZCANO@IRCTAX.COM			Business phone number: 772-360-3358		
Job title: LEAD CLERK					
Employed by: INDIAN RIVER COUNTY TAX COLLECTOR					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation: <input type="checkbox"/> Certified Florida Appraiser <input type="checkbox"/> Certified Florida Evaluator <input type="checkbox"/> Certified Cadastralist of Florida <input type="checkbox"/> Certified Florida Collector <input checked="" type="checkbox"/> Certified Florida Collector Assistant					
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: INDIAN RIVER COUNTY TAX COLLECTOR					
Your Title: LEAD CLERK			Employment Dates: 6/16/2025 - PRESENT		
Employer: SAINT LUCIE COUNTY TAX COLLECTOR					
Your Title: CSR LEAD			Employment Dates: 8/26/2020 - 6/10/2025		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0024C	DRIVER LICENSE PREPARATORY TRAINING-VIRTUAL INSTRUCTOR-LED TRAINING	64	TC-0042C	TCC-504 COLLECTION OF LICENSES, TAXES & FEES	30
TC-0036C	TCC-503 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: 07/10/2025	



This certificate is awarded to

MARIA LAZCANO-GAMAS

for the successful completion of

Driver License Preparatory Training - Virtual Instructor-Led Training

by FLHSMV

64 Hours 00 Minutes

Date of Course Completion: 4/19/2021



Congratulations,

Maria Lazcano Gamas

on completing

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

Course Number: TC-0036C

on

February 11, 2025
30 credit hours





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

Certifies that

Maria Lazcano Gamas

has successfully completed

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

Course Number: TC-0042C

July 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:	Jay Lee		
Previous Name(s)(if applicable):	Jimmy Lee		
Documentation Included:	No		
County: Collier	Job Title: Clerk for Motorist Services		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	10/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 06/16/14	To: Present
From:	To:

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

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

Notes:

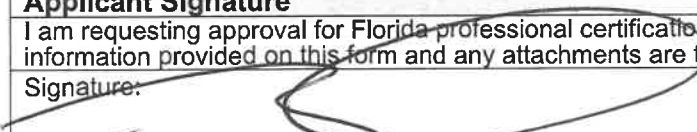


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Jay Lee					
Business email address: dthornton@colliertax.com				Business phone number: 239-252-8712	
Job title: Clerk for Motor Services					
Employed by: Collier County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Collier County Tax Collector					
Your Title: Clerk for Motor Services				Employment Dates: 06/16/2014- Present	
Employer:					
Your Title:				Employment Dates:	
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC 0037C	TCC 001 Bankruptcy	15	TC 0038C	TCC 002 Effective Decision-Making in the Workplace	10
TC0039C	TCC 003 Customer Service Training	5	TC 0042C	TCC 504 Collection of Licenses, Taxes, and Fees	30
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 09/12/2025	



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

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

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

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

Reason for Applying

☒ **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): Jay Lee

Business email address: dthornton@colliertax.com Business phone number: 239-252-8712

Job title: Clerk for Motor Services

Employed by: Collier County Tax Collector

I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:

☐ Certified Florida Appraiser ☐ Certified Florida Evaluator ☐ Certified Cadastralist of Florida
☐ Certified Florida Collector ☒ Certified Florida Collector Assistant

Experience for Certification – If you are applying for your **initial certification**, list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for **recertification** or for **reinstatement**, provide your current employer and employment dates.

Employer: Collier County Tax Collector

Your Title: Clerk for Motor Services Employment Dates: 06/16/2014-Present

Employer:

Your Title: Employment Dates:

Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.

No.	Course Title	Hours	No.	Course Title	Hours
TC 0040C	TCC 501 Duties and Responsibilities of Florida Tax Collectors	30	TC-0036C	TCC 503 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: 09/12/2025

Congratulations,

Jimmy Lee

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

September 16, 2024

5 credit hours



Congratulations,

Jimmy Lee

on completing

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

Course Number: TC-0038C

on

September 30, 2024
10 credit hours





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

Certifies that

Jimmy Lee

has successfully completed

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

Course Number: TC-0040C

March 5, 2025
30 credit hours





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

Certifies that

Jimmy Lee

has successfully completed

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

Course Number: TC-0042C

July 1, 2025
30 credit hours





Congratulations,

Jimmy Lee

on completing

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

Course Number: TC-0036C

on

August 8, 2025
30 credit hours





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

Certifies that

Jimmy Lee

has successfully completed

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

September 12, 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:	Lesly Leon Sauza		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Dade	Job Title: Division Director of HR		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	08/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 05/22/23	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 503 Collection & Distribution of Property Taxes and Special Assessments	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
TCC 001 - Bankruptcy	15	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
Total Hours	120	

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

Notes:

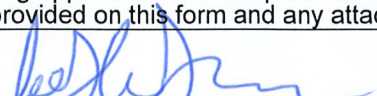


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Lesly Leon Sauza					
Business email address: LeslyLeonSauza@mdctaxcollector.gov			Business phone number: 305-375-4804		
Job title: Division Director of HR					
Employed by: Miami-Dade County Office of the Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Miami Dade County - Tax Collector Department					
Your Title: HR Manager			Employment Dates: 5/22/2023 - 1/06/2025		
Employer: Miami Dade County Office of the Tax Collector					
Your Title: Division Director of Human Resources			Employment Dates: 1/07/2025 - Date		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser 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-0037C	TCC 001 - Bankruptcy	15
TC-0036C	TCC 503-Collection & Distribution of Property Taxes and Special Assessments	30	TC-0038C	TCC 002 - 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: 07/28/2025	

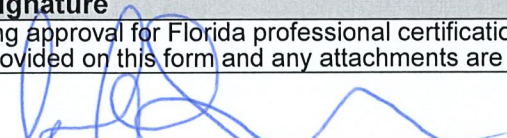


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Lesly Leon Sauza					
Business email address: LeslyLeonSauza@mdctaxcollector.gov			Business phone number: 305-375-4804		
Job title: Division Director of HR					
Employed by: Miami-Dade County Office of the Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Miami Dade County -Tax Collector Department					
Your Title: HR Manager			Employment Dates: 5/22/2023 - 1/06/2025		
Employer: Miami Dade County Office of the Tax Collector					
Your Title: Division Director of Human Resources			Employment Dates: 1/06/2025 - To date		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser 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	Customer Service Training	5			
TC-0041C	TCC 502 - Management of a Florida Tax Collector's Office	30			
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 07/28/2025	

Congratulations,

Lesly Leon Sauza

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

April 2, 2024
5 credit hours



Congratulations,

Lesly Leon Sauza

on completing

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

Course Number: TC-0038C

on

April 16, 2024
10 credit hours



Congratulations,

Lesly Leon Sauza

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

April 30, 2024
15 credit hours



Congratulations,

Lesly Leon Sauza

on completing

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

Course Number: TC-0036C

on

May 17, 2024
30 credit hours



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

Certifies that

Lesly Leon Sauza

has successfully completed

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

Course Number: TC-0041C

October 1, 2024
30 credit hours





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

Certifies that

Lesly Leon Sauza

has successfully completed

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

Course Number: TC-0042C

July 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:	Nicholas Manente
Previous Name(s)(if applicable):	
Documentation Included:	
County: Osceola	Job Title: Facilities & IT Integration Manager
Certification Requested:	Certified Florida Collector Assistant
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>
Certification Date:	08/01/25

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 02/13/23	To: Present
From:	To:

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

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

Notes:



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

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

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

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

Reason for Applying

☒ **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): Nicholas Manente

Business email address: nmanente@osceola.org

Business phone number: 407-742-3964

Job title: Facilities & IT Integration Manager

Employed by: Osceola County Tax Collector

I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:

☐ 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: Osceola County Tax Collector

Your Title: Facilities & IT Integration Manager

Employment Dates: 02/13/2023 - Present

Employer:

Your Title:

Employment Dates:

Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.

No.	Course Title	Hours	No.	Course Title	Hours
TC-0040C	TCC501 - Duties & Responsibilities	30	TCC0036C	TCC503 - Collection and Distribution	30
TCC-0041C	TCC502 - Management of a Florida TC Office	30	TCC-0042C	TCC504 - Collection of Licenses, Taxes and Fees	30

Applicant Signature

I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.

Signature:

Date: 07/22/2025

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

Certifies that

Nicholas F Manente

has successfully completed

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

Course Number: TC-0041C

September 25, 2024
30 credit hours





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

Certifies that

Nicholas F Manente

has successfully completed

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

Course Number: TC-0040C

March 6, 2025
30 credit hours





Congratulations,

Nicholas F Manente

on completing

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

Course Number: TC-0036C

on

April 11, 2025
30 credit hours





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

Certifies that

Nicholas F Manente

has successfully completed

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

Course Number: TC-0042C

July 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:	Ian Martin		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Clay		Job Title: Tax Department Customer Service Rep.	
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>		Reinstatement: <input type="checkbox"/>	
Certification Date:	08/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 11/01/17	To: Present
From:	To:

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

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

Notes:

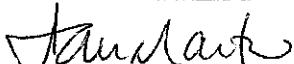


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Ian Martin					
Business email address: 477 Houston St Green Cove Spgs., FL 3204			Business phone number: 904-284-6320		
Job title: Tax Department Customer Service Representative					
Employed by: Clay County Tax Collector, Diane Hutchings					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Clay County Tax Collector					
Your Title: Tax Department Customer Service Representative			Employment Dates: 11/01/17 - 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	Duties and Responsibilities	30	TC-0036C	Collection and Distribution of Prop. Tax	30
TC-0041C	Leadership and Management Skills	30	TC-0042C	Collections of Licenses, Taxes and Fees	30
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 			Date: 7-16-2025		

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

Certifies that

Ian Martin

has successfully completed

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

Course Number: TC-0041C

September 24, 2024
30 credit hours



Congratulations,

Ian Martin

on completing

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

Course Number: TC-0036C

on

January 9, 2025
30 credit hours





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

Certifies that

Ian Martin

has successfully completed

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

Course Number: TC-0040C

March 5, 2025
30 credit hours





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

Certifies that

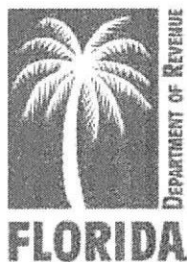
Ian Martin

has successfully completed

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

Course Number: TC-0042C

July 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:	Jayne Martin
Previous Name(s)(if applicable):	
Documentation Included:	
County: Duval	Job Title: Assistant Branch Manager
Certification Requested:	Certified Florida Collector Assistant
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>
Certification Date:	07/01/25

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 10/09/09	To: Present
From:	To:

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

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

Notes:



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

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

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

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

Reason for Applying

☒ **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): Jayme Martin

Business email address: jaymem@coj.net

Business phone number: 904-255-4200

Job title: Assistant Branch Manager

Employed by: Duval County Tax Collector

I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:

☐ Certified Florida Appraiser ☐ Certified Florida Evaluator ☐ Certified Cadastralist of Florida
☐ Certified Florida Collector ☒ Certified Florida Collector Assistant

Experience for Certification – If you are applying for your **initial certification**, list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for **recertification** or for **reinstatement**, provide your current employer and employment dates.

Employer: Duval County Tax Collector

Your Title: Assistant Branch Manager

Employment Dates: 10-9-09 to present

Employer:

Your Title:

Employment Dates:

Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.

No.	Course Title	Hours	No.	Course Title	Hours
TC-0042C	Collection of Licenses, Taxes and Fees	30	TC-0038C	Effective Decision Making	10
TC-0039C	Customer Service Training	5	TC-0037C	Bankruptcy	15

Applicant Signature

I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.

Signature:

J. Martin

Date:

7/23/25




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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Jayme Martin					
Business email address: jaymem@coj.net			Business phone number: 904-255-4200		
Job title: Assistant Branch Manager					
Employed by: Duval County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Duval County Tax Collector					
Your Title: Assistant Branch Manager			Employment Dates: 10-9-09 to present		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0036C	Collection & Distribution of Property Taxes and Special Assessments	30			
TC-0040C	Duties & Responsibilities of FL TCs	30			
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 7/23/25	

Congratulations,

Jayme Martin

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

August 10, 2024
5 credit hours



Congratulations,

Jayme Martin

on completing

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

Course Number: TC-0038C

on

September 8, 2024
10 credit hours



Congratulations,

Jayme Martin

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

September 24, 2024
15 credit hours



Congratulations,
Jayne Martin

on completing

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

Course Number: TC-0036C

on

October 20, 2024
30 credit hours





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

Certifies that

Jayne Martin

has successfully completed

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

Course Number: TC-0040C

March 2, 2025
30 credit hours





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

Certifies that

Jayme Martin

has successfully completed

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

Course Number: TC-0042C

June 29, 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 Miles		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Pinellas	Job Title: Communications Specialist		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	08/01/24		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 01/01/21	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 503 Collection & Distribution of Property Taxes and Special Assessments	30	Attended Course
90-hours per 12D-19.003(3)(b)		
CPM Levels 1-4 (Certified Supervisory Manager)	120	Attended Course
CPM Levels 1-8 (Certified Public Manager)	120	Attended Course
Total Hours	270	

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

Notes: The Certified Public Manager (TC-0043C) is 240 hours of approved coursework. After completion of the first 120 hours (levels 1-4), participants are awarded the Certified Supervisory Manager certificate.



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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Ashley Miles					
Business email address: amiles@pinellastaxcollector.gov			Business phone number: 727-464-3373		
Job title: Communications Specialist					
Employed by: Pinellas County Tax Collector's Office					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Pinellas County Tax Collector's Office					
Your Title: Communications Specialist			Employment Dates: 01.01.2021 - Present		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0043C	FSU's Certified Public Manager Program	240			
TC-0036C	TCC 503	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: 08/28/2025	

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

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

Certification

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

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

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

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

To become a Certified Cadastralist of Florida you must complete:

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

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

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

Course Approval and Examinations

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

Annual Recertification Due January 1

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

Florida county property appraisers and tax collectors must complete a minimum of 24 hours of approved courses. In addition to the approved courses listed on the Department's Certification and Training webpage, continuing education courses, seminars, workshops, and conferences will be approved on a case-by-case basis. See Form DR-4002, *Application for Approval of a Course or Continuing Education Credit Hours* (incorporated by reference in Rule 12D-16.002, F.A.C.).

Special Salary for Officials

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

Reinstatement

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

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

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

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

Need Assistance?

Email: PTOTraining@floridarevenue.com

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

Congratulations,

Ashley Miles

on completing

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

Course Number: TC-0036C

on

May 16, 2024
30 credit hours



The State of Florida

AND

THE FLORIDA CENTER FOR PUBLIC MANAGEMENT

AT THE FLORIDA STATE UNIVERSITY

HEREBY CONFER UPON

Ashley Miles

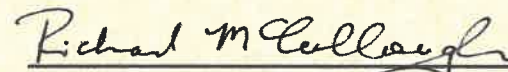
THE DESIGNATION OF

Certified Supervisory Manager

July 2024



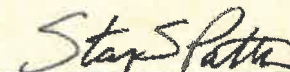
GOVERNOR



PRESIDENT



DIRECTOR



VICE-PRESIDENT



The State of Florida

AND

THE FLORIDA CENTER FOR PUBLIC MANAGEMENT

AT THE FLORIDA STATE UNIVERSITY

HEREBY CONFER UPON

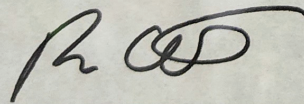
Ashley Miles

THE DESIGNATION OF

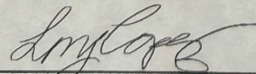
Certified Public Manager

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

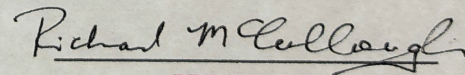
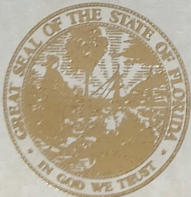
August 2025



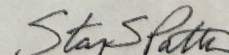
GOVERNOR



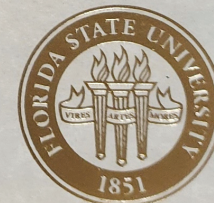
DIRECTOR



PRESIDENT



VICE PRESIDENT





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Shelia Montgomery		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Orange	Job Title: Assistant Manager Agency		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	07/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 10/22/07	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
TCC 001 - Bankruptcy	15	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
Total Hours	120	

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

Notes:



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

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

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

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

Reason for Applying

☒ 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): Shelia Montgomery

Business email address: smontgomery@octaxcol.com

Business phone number: 407-434-0312

Job title: Assistant Manager Agency

Employed by: Orange County Tax Collector

I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:

☐ 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: Orange County Tax Collector

Your Title: Assistant Manager Agency

Employment Dates: 10/22/2007 - 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	Duties & Responsibilities of FL TC	30	TC-0042C	Collection of Licenses, Taxes, & Fees	30
TC-0041C	Leadership & Mgmt Skills in a FL TC	30	TC-0037C	Bankruptcy	15

Applicant Signature

I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.

Signature: Shelia Montgomery

Date: 9-4-25



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

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

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

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

Reason for Applying

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

Applicant Information

Applicant's name (as you would like it to appear on the certificate): **Shelia Montgomery**

Business email address: **smontgomery@octaxcol.com**

Business phone number: **407-434-0312**

Job title: **Assistant Manager Agency**

Employed by: **Orange County Tax Collector**

I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:

☐ 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: **Orange County Tax Collector**

Your Title: **Assistant Manager Agency**

Employment Dates: **10/22/2007 - present**

Employer:

Your Title:

Employment Dates:

Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.

No.	Course Title	Hours	No.	Course Title	Hours
TC-0038C	Effective Decision Making in the Workplace	10	TC-0039C	Customer Service Training	5

Applicant Signature

I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.

Signature: **Shelia Montgomery**

Date: **9-4-25**

Congratulations,

Shelia Montgomery

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

May 31, 2024
15 credit hours



Congratulations,

Shelia Montgomery

on completing

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

Course Number: TC-0038C

on

May 31, 2024
10 credit hours



Congratulations,

Shelia Montgomery

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

May 31, 2024
5 credit hours



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

Certifies that

Shelia Montgomery

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

Shelia Montgomery

has successfully completed

TCC 501 - DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

Course Number: TC-0040C

March 3, 2025
30 credit hours





The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team

Certifies that

Shelia Montgomery

has successfully completed

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

Course Number: TC-0042C

June 30, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Stephanie Mosley		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Manatee		Job Title:	Remote & Title Services Specialist
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>		Reinstatement: <input type="checkbox"/>	
Certification Date:	07/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 03/11/22	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 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
FLHSMV - Driver License Preparatory Training (Instructor Led)	64	Attended Course
Total Hours	124	

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

Notes:



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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Stephanie Mosley					
Business email address: stephaniem@taxcollector.com			Business phone number: 941.741.4800		
Job title: Remote & Title Services Specialist					
Employed by: MANATEE COUNTY TAX COLLECTOR					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation: <div style="display: flex; flex-wrap: wrap;"><div style="width: 33%;"><input type="checkbox"/> Certified Florida Appraiser</div><div style="width: 33%;"><input type="checkbox"/> Certified Florida Evaluator</div><div style="width: 33%;"><input type="checkbox"/> Certified Cadastralist of Florida</div><div style="width: 33%;"><input type="checkbox"/> Certified Florida Collector</div><div style="width: 33%;"><input checked="" type="checkbox"/> Certified Florida Collector Assistant</div></div>					
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: MANATEE COUNTY TAX COLLECTOR					
Your Title: Remote & Title Services Specialist			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-0024C	Driver's License Preparatory Training	64
TC-0036C	TCC 503 Collection & Distributions of Property Taxes & Special Assessments	30	TC-0042C	TCC 504 Collection of Licenses, Taxes, & Fees	30
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: Mosley.Stephanie <small>Digitally signed by Mosley,Stephanie DN: cn=Mosley,Stephanie, o, ou, email=StephanieM@taxcollector.com, c=US Date: 2025.08.25 15:35:50 -04'00'</small>			Date: 08/25/2025		

This certificate is awarded to

STEPHANIE MOSLEY

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,
Stephanie Mosley

on completing

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

Course Number: TC-0036C

on

September 21, 2022
30 credit hours





The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team

Certifies that

Stephanie Mosley

has successfully completed

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

Course Number: TC-0042C

June 27, 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:	Amber Oetken		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Clay		Job Title:	Lead Customer Service Representative
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>		Reinstatement: <input type="checkbox"/>	
Certification Date:	08/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 11/02/20	To: Present
From:	To:

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

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

Notes:




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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Amber Oetken					
Business email address: 477 Houston St Green Cove Spgs., FL 3204				Business phone number: 904-284-6320	
Job title: Lead Customer Service Representative					
Employed by: Clay County Tax Collector, Diane Hutchings					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Clay County Tax Collector					
Your Title: Lead Customer Service Representative				Employment Dates: 11/02/20 - 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	Duties and Responsibilities	30	TC-0036C	Collection and Distribution of Prop. Tax	30
TC-0041C	Leadership and Management Skills	30	TC-0042C	Collections of Licenses, Taxes and Fees	30
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 7/16/25	

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

Certifies that

Amber Oetken

has successfully completed

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

Course Number: TC-0041C

September 24, 2024
30 credit hours



Congratulations,
Amber Oetken

on completing

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

Course Number: TC-0036C

on

January 2, 2025
30 credit hours





The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team

Certifies that

Amber Oetken

has successfully completed

TCC 501 - DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

Course Number: TC-0040C

March 6, 2025
30 credit hours





The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team

Certifies that

Amber Oetken

has successfully completed

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

Course Number: TC-0042C

July 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:	Christina Parker		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Citrus		Job Title: Customer Service Representative II	
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>		Reinstatement: <input type="checkbox"/>	
Certification Date:	07/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 05/03/21	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30	Attended Course
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
AAMVA - CDL Module 1	2.5	Attended Course
FLHSMV - Information and Cyber Security Awareness Training	0.50	Attended Course
FLHSMV - Driver License Preparatory Training (Online)	12	Attended Course
Total Hours	120	

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

Notes:

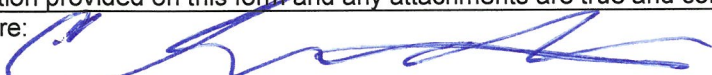


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Christina Parker					
Business email address: cparker@citrustc.us			Business phone number: 352-341-6510		
Job title: Customer Service Representative II					
Employed by: Citrus County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Citrus County Tax Collector					
Your Title: Customer Service Representative II			Employment Dates: 05/03/2021 - present		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0036C	Collection & Distribution of Property Taxes & Special Assessments	30	TC-0038C	Effective Decision Making	10
TC-0039C	Customer Service Training	5	TC-0040C	Duties & Responsibilities of FL Tax Collectors	30
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 			Date: 8/6/25		

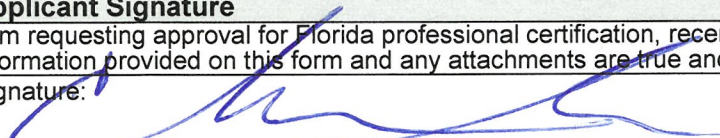


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Christina Parker					
Business email address: cparker@citrustc.us			Business phone number: 352-341-6510		
Job title: Customer Service Representative II					
Employed by: Citrus County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Citrus County Tax Collector					
Your Title: Customer Service Representative II			Employment Dates: 05/03/2021 - present		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0042C	Collection of Licenses, Taxes, and Fees	30	TC-0025C	Driver's License Preparatory Training	12
TC-0018C	CDL (Commercial Driver's License) Module 1	2.50	TC-0045C	Information and Cyber Security Awareness Training	0.50
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 8/6/25	

Christina Osberg

From: Christina Parker
Sent: Monday, April 29, 2019 7:57 AM
To: Christina Osberg
Subject: FW: CUSTOMER SERVICE COURSE Certificate(Christina Parker)

From: LMSadmin@dor.state.fl.us <LMSadmin@dor.state.fl.us>
Sent: Thursday, April 25, 2019 2:27 PM
To: Christina Parker <cparker@citrustc.us>
Subject: CUSTOMER SERVICE COURSE Certificate

Congratulations,

CHRISTINA PARKER,

on completing

TCC 003 - CUSTOMER SERVICE COURSE

course on
Thursday, April 25, 2019
5.00 credit hours



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

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

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

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

NOTICE: Under Florida law, e-mail addresses are public records. If you do not want your e-mail address released in response to a public records request, do not send electronic mail to this entity. Instead, contact this office by phone or in writing. This email message, including all attachments, is for the sole use of the

Christina Osberg

From: Christina Parker
Sent: Monday, May 6, 2019 2:12 PM
To: Christina Osberg
Subject: Fw: EFFECTIVE DECISION MAKING Certificate

From: LMSadmin@dor.state.fl.us <LMSadmin@dor.state.fl.us>
Sent: Monday, May 6, 2019 12:58 PM
To: Christina Parker
Subject: EFFECTIVE DECISION MAKING Certificate

Congratulations,
CHRISTINA PARKER,
on completing
TCC 002 - EFFECTIVE DECISION MAKING
course on
Monday, May 06, 2019
10.00 credit hours

COLLECTION AND DISTRIBUTION OF PROPERTY TAXES AND SPECIAL ASSESSMENTS Certificate

LMSadmin@dor.state.fl.us

Wed 7/31/2019 2:03 PM

To: Christina Parker <cparker@citrustc.us>

Congratulations,

CHRISTINA PARKER,

on completing

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

course on

Wednesday, July 31, 2019

30.00 credit hours



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

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

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

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



This certificate is awarded to

Christina Parker

for the successful completion of

Driver License Preparatory Training - OLT

by FLHSMV

12 Hours

Date of Course Completion: 4/11/2022



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

Christina Parker

for the successful completion of

AAMVA CDL 2021: Module 1 - Introduction to CDL Licensing

by MS

2 Hours 30 Minutes

Date of Course Completion: 5/26/2022

This certificate is awarded to

CHRISTINA PARKER

for the successful completion of

Information and Cyber Security Awareness for External Entities - 2024

by FLHSMV

0 Hours 30 Minutes

Date of Course Completion: 6/26/2024



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

Certifies that

Christina Parker

has successfully completed

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

Course Number: TC-0040C

March 4, 2025
30 credit hours





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

Certifies that

Christina Parker

has successfully completed

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

Course Number: TC-0042C

June 30, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Rosa Quintero Gonzalez		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Lake	Job Title: Customer Representative II		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	10/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 09/05/23	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30	Attended Course
TCC 001 - Bankruptcy	15	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
FLHSMV - Driver License Preparatory Training (Online)	12	Attended Course
FLHSMV - Heavy Vehicle Use Tax	1	Attended Course
AAMVA - 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 - 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
Total Hours	110	

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

Notes: Total Hours: 120.33



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Rosa Quintero Gonzalez		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Lake	Job Title: Customer Representative II		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	10/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 09/05/23	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
90-hours per 12D-19.003(3)(b)		
AAMVA - 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
AAMVA - People and Actions	0.75	Attended Course
AAMVA - Security Features	1	Attended Course
AAMVA - Social Security Cards	0.50	Attended Course
AAMVA - Travel Documents	0.75	Attended Course
AAMVA - Vehicle Identification Documents	0.83	Attended Course
AAMVA - U.S. Immigration Documents	0.75	Attended Course
Total Hours	9.83	

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

Notes:



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Rosa Quintero Gonzalez		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Lake		Job Title:	Customer Representative II
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>		Reinstatement: <input type="checkbox"/>	
Certification Date:	10/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 09/05/23	To: Present
From:	To:

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

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

Notes:



Application for
Florida Professional Certification
Property Tax Oversight Certification and Training

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Rosa Quintero Gonzalez					
Business email address: n/a				Business phone number: 352-343-9602	
Job title: Customer Representative II					
Employed by: Office of The Lake County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Office of The Lake County Tax Collector					
Your Title: Customer Representative II				Employment Dates: 9/05/2023 - present	
Employer:					
Your Title:				Employment Dates:	
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0001C	Counterfeits & Alterations	.75 (45 min)	TC-0003C	Vehicle Identification Documents	.83 (50 min)
TC-0002C	Driver's License & ID Cards	.75 (45 min)	TC-0005C	Birth Certificates	.50 (30 min)
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: Rosa Quintero				Date: 9/11/2025	



Application for
Florida Professional Certification
Property Tax Oversight Certification and Training

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Rosa Quintero Gonzalez					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Customer Representative II					
Employed by: Office of The Lake County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation: <div style="display: flex; flex-wrap: wrap;"><div style="width: 33%;"><input type="checkbox"/> Certified Florida Appraiser</div><div style="width: 33%;"><input type="checkbox"/> Certified Florida Evaluator</div><div style="width: 33%;"><input type="checkbox"/> Certified Cadastralist of Florida</div><div style="width: 33%;"><input type="checkbox"/> Certified Florida Collector</div><div style="width: 33%;"><input checked="" type="checkbox"/> Certified Florida Collector Assistant</div></div>					
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Office of The Lake County Tax Collector					
Your Title: Customer Representative II			Employment Dates: 9/05/2023 - present		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0006C	Canadian BC, Driver and Vehicle Documents	.75 (45 min)	TC-0008C	Internal Fraud for Staff	.75 (45 min)
TC-0007C	Canadian Travel, Citizenship, & Immigration Docs	1.0 (60 min)	TC-0009C	Introduction to Covert Features	.75 (45 min)
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: <i>Rosa Quintero</i>				Date: 9/11/2025	



Application for
Florida Professional Certification
Property Tax Oversight Certification and Training

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Rosa Quintero Gonzalez					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Customer Representative II					
Employed by: Office of The Lake County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation: <div style="display: flex; flex-wrap: wrap;"><div style="width: 33%;"><input type="checkbox"/> Certified Florida Appraiser</div><div style="width: 33%;"><input type="checkbox"/> Certified Florida Evaluator</div><div style="width: 33%;"><input type="checkbox"/> Certified Cadastralist of Florida</div><div style="width: 33%;"><input type="checkbox"/> Certified Florida Collector</div><div style="width: 33%;"><input checked="" type="checkbox"/> Certified Florida Collector Assistant</div></div>					
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Office of The Lake County Tax Collector					
Your Title: Customer Representative II			Employment Dates: 9/05/2023 - present		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0010C	Introduction to Fraud	1.0 (60 min)	TC-0012C	Military ID Cards	.50 (30 min)
TC-0011C	Mexican Documents	.75 (45 min)	TC-0013C	People and Actions	.75 (45 min)
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: <i>Rosa Quintero</i>				Date: 9/11/2025	



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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): <div style="text-align: right;">Rosa Quintero Gonzalez</div>					
Business email address: <div style="text-align: right;">n/a</div>				Business phone number: <div style="text-align: right;">352-343-9602</div>	
Job title: <div style="text-align: right;">Customer Representative II</div>					
Employed by: <div style="text-align: right;">Office of The Lake County Tax Collector</div>					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Office of The Lake County Tax Collector					
Your Title: Customer Representative II				Employment Dates: 9/05/2023 - present	
Employer:					
Your Title:				Employment Dates:	
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0014C	Security Features	1.0 (60 min)	TC-0016C	Travel Documents	.75 (45 min)
TC-0015C	Social Security Cards	.50 (30 min)	TC-0017C	U.S. Immigration Documents	.75 (45 min)
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: Rosa Quintero				Date: 9/11/2025	



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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): <div style="text-align: right;">Rosa Quintero Gonzalez</div>					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Customer Representative II					
Employed by: Office of The Lake County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation: <div style="display: flex; flex-wrap: wrap;"><div style="width: 33%;"><input type="checkbox"/> Certified Florida Appraiser</div><div style="width: 33%;"><input type="checkbox"/> Certified Florida Evaluator</div><div style="width: 33%;"><input type="checkbox"/> Certified Cadastralist of Florida</div><div style="width: 33%;"><input type="checkbox"/> Certified Florida Collector</div><div style="width: 33%;"><input checked="" type="checkbox"/> Certified Florida Collector Assistant</div></div>					
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Office of The Lake County Tax Collector					
Your Title: Customer Representative II			Employment Dates: 9/05/2023 - present		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0018C	CDL Module 1	2.5	TC-0020C	CDL Module 3	.75 (45 min)
TC-0019C	CDL Module 2	.75 (45 min)	TC-0021C	CDL Module 4	.75 (45 min)
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: Rosa Quintero				Date: 9/11/2025	



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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Rosa Quintero Gonzalez					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Customer Representative II					
Employed by: Office of The Lake County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Office of The Lake County Tax Collector					
Your Title: Customer Representative II			Employment Dates: 9/05/2023 - present		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC 0025C	Driver License Preparatory Training Online	12.0	TC 0045C	Information and Cyber Security Awareness Training	.50
TC 0044C	Heavy Vehicle Use Tax (HVUT)	1.0	TC 0040C	TCC 501 Duties & Responsibilities of 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: Rosa Quintero				Date: 9/11/2025	



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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Rosa Quintero Gonzalez					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Customer Representative II					
Employed by: Office of The Lake County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Office of The Lake County Tax Collector					
Your Title: Customer Representative II			Employment Dates: 9/05/2023 - present		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC 0036C	TCC 503 Coll. & Dist. of Prop Taxes & SA	30.0	TC 0038C	TCC 002 Effective Decision Making in WP	10.0
TC 0037C	TCC 001 Bankruptcy	15.0	TC 0039C	TCC 003 Customer Service Training	5.0
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: Rosa Quintero				Date: 9/11/2025	



This certificate is awarded to

ROSA QUINTERO GONZALEZ

for the successful completion of

Driver License Preparatory Training - OLT

by FLHSMV

12 Hours

Date of Course Completion: 10/5/2023

This certificate is awarded to

ROSA QUINTERO GONZALEZ

for the successful completion of

Heavy Vehicle Use Tax (HVUT) - 2021

by FLHSMV

1 Hours 0 Minutes

This certificate is awarded to

ROSA QUINTERO GONZALEZ

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: 4/16/2024

This certificate is awarded to

ROSA QUINTERO GONZALEZ

for the successful completion of

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

by External Training

0 Hours 45 Minutes

This certificate is awarded to

ROSA QUINTERO GONZALEZ

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: 4/23/2024

This certificate is awarded to

ROSA QUINTERO GONZALEZ

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: 4/23/2024

This certificate is awarded to

ROSA QUINTERO GONZALEZ

for the successful completion of

AAMVA FDR 2024: Birth Certificates

by External Training

0 Hours 30 Minutes

Date of Course Completion: 4/30/2024

This certificate is awarded to

ROSA QUINTERO GONZALEZ

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: 4/30/2024

This certificate is awarded to

ROSA QUINTERO GONZALEZ

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: 4/30/2024

This certificate is awarded to

ROSA QUINTERO GONZALEZ

for the successful completion of

AAMVA FDR 2024: Counterfeits and Alterations

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/14/2024

This certificate is awarded to

ROSA QUINTERO GONZALEZ

for the successful completion of

AAMVA FDR 2024: Driver Licenses and ID Cards

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/14/2024

This certificate is awarded to

ROSA QUINTERO GONZALEZ

for the successful completion of

AAMVA FDR 2024: Internal Fraud for Staff

by External Training

0 Hours 45 Minutes

This certificate is awarded to

ROSA QUINTERO GONZALEZ

for the successful completion of

AAMVA FDR 2024: Introduction to Covert Features

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/21/2024

This certificate is awarded to

ROSA QUINTERO GONZALEZ

for the successful completion of

AAMVA FDR 2024: Introduction to Fraud

by External Training

1 Hours 0 Minutes

Date of Course Completion: 5/21/2024

This certificate is awarded to

ROSA QUINTERO GONZALEZ

for the successful completion of

AAMVA FDR 2024: Mexican Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/21/2024

This certificate is awarded to

ROSA QUINTERO GONZALEZ

for the successful completion of

AAMVA FDR 2024: Military ID Cards

by External Training

0 Hours 30 Minutes

Date of Course Completion: 5/21/2024

This certificate is awarded to

ROSA QUINTERO GONZALEZ

for the successful completion of

AAMVA FDR 2024: People and Actions

by External Training

0 Hours 45 Minutes

This certificate is awarded to

ROSA QUINTERO GONZALEZ

for the successful completion of

AAMVA FDR 2024: Security Features

by External Training

1 Hours 0 Minutes

Date of Course Completion: 5/21/2024

This certificate is awarded to

ROSA QUINTERO GONZALEZ

for the successful completion of

AAMVA FDR 2024: Social Security Cards

by External Training

0 Hours 30 Minutes

Date of Course Completion: 5/21/2024

This certificate is awarded to

ROSA QUINTERO GONZALEZ

for the successful completion of

AAMVA FDR 2024: Travel Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/28/2024

This certificate is awarded to

ROSA QUINTERO GONZALEZ

for the successful completion of

AAMVA FDR 2024: Vehicle Identification Documents

by External Training

0 Hours 50 Minutes

Date of Course Completion: 6/4/2024

This certificate is awarded to

ROSA QUINTERO GONZALEZ

for the successful completion of

AAMVA FDR 2024: US Immigration Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 6/4/2024



Congratulations,

Rosa Quintero Gonzalez

on completing

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

Course Number: TC-0038C

on

February 6, 2025
10 credit hours





Congratulations,

Rosa Quintero Gonzalez

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

February 6, 2025

5 credit hours





The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team

Certifies that

Rosa Quintero Gonzalez

has successfully completed

TCC 501 - DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

Course Number: TC-0040C

March 6, 2025
30 credit hours





Congratulations,

Rosa Quintero Gonzalez

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

April 16, 2025
15 credit hours





Congratulations,

Rosa Quintero Gonzalez

on completing

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

Course Number: TC-0036C

on

June 3, 2025
30 credit hours



This certificate is awarded to

ROSA QUINTERO GONZALEZ

for the successful completion of

Information and Cyber Security Awareness for External Entities - 2025

by FLHSMV

0 Hours 30 Minutes



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Marisol Rico Lozano		
Previous Name(s)(if applicable):	Maria Rico Lozano		
Documentation Included:	No		
County: Collier		Job Title:	Clerk for Motorist Services
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>		Reinstatement: <input type="checkbox"/>	
Certification Date:	10/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 03/26/19	To: Present
From:	To:

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

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

Notes:



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

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

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

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

Reason for Applying

☒ 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): Marisol Rico Lozano

Business email address: dthornton@colliertax.com

Business phone number: 239-252-8825

Job title: Clerk for Motor Services

Employed by: Collier County Tax Collector

I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:

☐ Certified Florida Appraiser ☐ Certified Florida Evaluator ☐ Certified Cadastralist of Florida
☐ Certified Florida Collector ☒ Certified Florida Collector Assistant

Experience for Certification – If you are applying for your **Initial certification**, list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for **recertification** or for **reinstatement**, provide your current employer and employment dates.

Employer: Collier County Tax Collector

Your Title: Clerk for Motor Services

Employment Dates: 03/26/2019- Current

Employer:

Your Title:

Employment Dates:

Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.

No.	Course Title	Hours	No.	Course Title	Hours
TC 0037C	TCC 001 Bankruptcy	15	TC 0038C	TCC 002 Effective Decision Making in the Workplace	10
TC 0039C	TCC 003 Customer Service Training	5	TC 0040C	TCC 501 Duties & Responsibilities of Florida Tax Collectors	30

Applicant Signature

I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.

Signature:

Date: 09/10/2025



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

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

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

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

Reason for Applying

☒ **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): **Marisol Rico Lozano**

Business email address: **dthornton@colliertax.com**

Business phone number: **239-252-8825**

Job title: **Clerk for Motor Services**

Employed by: **Collier County Tax Collector**

I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:

☐ Certified Florida Appraiser ☐ Certified Florida Evaluator ☐ Certified Cadastralist of Florida
☐ Certified Florida Collector ☒ Certified Florida Collector Assistant

Experience for Certification – If you are applying for your **initial certification**, list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for **recertification** or for **reinstatement**, provide your current employer and employment dates.

Employer: **Collier County Tax Collector**

Your Title: **Clerk for Motor Services**

Employment Dates: **03/26/2019- Current**

Employer:

Your Title:

Employment Dates:

Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.

No.	Course Title	Hours	No.	Course Title	Hours
TC 0036C	TCC 503 Collection & Distribution of Property Taxes & Special Assessments	30	TC 0042C	TCC 504 Collection of Licenses, Taxes, and Fees	30

Applicant Signature

I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.

Signature: 

Date: **09/10/2025**

Congratulations,

Maria Rico Lozano

on completing

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

Course Number: TC-0038C ✓

on

October 3, 2024
10 credit hours



Congratulations,

Maria Rico Lozano

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

October 17, 2024

5 credit hours





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

Certifies that

Maria Rico Lozano

has successfully completed

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

Course Number: TC-0040C

March 5, 2025
30 credit hours





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

Certifies that

Maria Rico Lozano

has successfully completed

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

Course Number: TC-0042C

July 1, 2025
30 credit hours





Congratulations,

Maria Rico Lozano

on completing

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

Course Number: TC-0036C

on

August 5, 2025
30 credit hours





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

Certifies that

Maria Rico Lozano

has successfully completed

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

September 9, 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:	Savannah Ruiz		
Previous Name(s)(if applicable):			
Documentation Included:			
County: St. Lucie	Job Title: Customer Service Assistant Supervisor		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	07/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 06/08/21	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 503 Collection & Distribution of Property Taxes and Special Assessments	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 001 - Bankruptcy	15	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
Driver License Preparatory Training (Instructor Led)	64	Attended Course
Total Hours	124	

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

Notes:

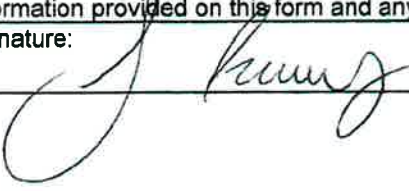


**Application for
Florida Professional Certification
Property Tax Oversight Certification and Training**

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate):				Savannah Ruiz	
Business email address:		Savannah.Ruiz@tcslc.com		Business phone number: 772-462-1650	
Job title: CUSTOMER SERV ASST SUPERVISOR					
Employed by: St. Lucie County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: St. Lucie County Tax Collector					
Your Title: CUSTOMER SERV ASST SUPERVISOR			Employment Dates: 06/08/2021 - Current		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0024C	DL Preparatory Training	64	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	TC-0037C	TCC 001 - Bankruptcy	15
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 7/31/25	

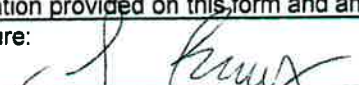


**Application for
Florida Professional Certification
Property Tax Oversight Certification and Training**

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Savannah Ruiz					
Business email address: Savannah.Ruiz@tcscl.com			Business phone number: 772-462-1650		
Job title: CUSTOMER SERV ASST SUPERVISOR					
Employed by: St. Lucie County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: St. Lucie County Tax Collector					
Your Title: CUSTOMER SERV ASST SUPERVISOR			Employment Dates: 06/08/2021 - Current		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0039C	TCC 003 - Customer Service Training	5			
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 7/31/25	

This certificate is awarded to

Savannah Ruiz

for the successful completion of

Driver License Preparatory Training - TC Instructor-Led Training

by Tax Collector

64 Hours 0 Minutes

Date of Course Completion: 2/10/2022



Congratulations,

Savannah Ruiz

on completing

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

Course Number: TC-0036C

on

April 10, 2025
30 credit hours





Congratulations,

Savannah Ruiz

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

May 9, 2025
15 credit hours





Congratulations,

Savannah Ruiz

on completing

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

Course Number: TC-0038C

on

May 22, 2025
10 credit hours





Congratulations,

Savannah Ruiz

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

June 5, 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:	Wendy Ruiz		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Hillsborough	Job Title: Supervisor		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	07/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 12/05/11	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 503 Collection & Distribution of Property Taxes and Special Assessments	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
TCC 001 - Bankruptcy	15	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
AAMVA - Travel Documents	0.75	Attended Course
AAMVA - People and Actions	0.75	Attended Course
AAMVA - Counterfeits and Alterations	0.75	Attended Course
AAMVA - Driver License and ID Cards	0.75	Attended Course
AAMVA - Canadian Birth Certificates, Drive and Vehicle Documents	0.75	Attended Course
AAMVA - Internal Fraud for Staff	0.75	Attended Course
AAMVA - Introduction to Covert Features	0.75	Attended Course
AAMVA - Expanding the Review	0.50	Attended Course
AAMVA - Military ID Cards	0.50	Attended Course
Total Hours	121.25	

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

Notes: Total Hours: 130.75



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Wendy Ruiz
Previous Name(s)(if applicable):	
Documentation Included:	
County: Hillsborough	Job Title: Supervisor
Certification Requested:	Certified Florida Collector Assistant
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>
Certification Date:	07/01/25

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 12/05/11	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 - Birth Certificates	0.50	Attended Course
AAMVA - Social Security Cards	0.50	Attended Course
AAMVA - CDL Module 3	0.75	Attended Course
AAMVA - Security Features	1	Attended Course
AAMVA - Introduction to Fraud	1	Attended Course
AAMVA - Canadian Travel, Citizenship and Immigration Documents	1	Attended Course
AAMVA - Mexican 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
Total Hours	9.5	

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

Notes:




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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Wendy Ruiz					
Business email address: Ruiz@hillstaxfl.gov				Business phone number: 813-635-5201	
Job title: Supervisor					
Employed by: Hillsborough County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Hillsborough County Tax Collector					
Your Title: Supervisor				Employment Dates: 12/05/2011 to present	
Employer:					
Your Title:				Employment Dates:	
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC0005C	Birth Certificates	.50	TC0015C	Social Security Cards	.50
TC0012C	Military ID Cards	.50	TC0037C	TCC001 Bankruptcy	15
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 7/9/25	

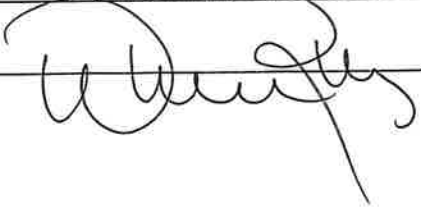


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Wendy Ruiz					
Business email address: Ruiz@hillstaxfl.gov				Business phone number: 813-635-5201	
Job title: Supervisor					
Employed by: Hillsborough County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Hillsborough County Tax Collector					
Your Title: Supervisor				Employment Dates: 12/05/2011 to present	
Employer:					
Your Title:				Employment Dates:	
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC0006C	Canadian Birth Certificate, Driver, and Vehicle Docs	.75	TC0008C	Internal Fraud for Staff	.75
TC0009C	Introduction to Covert Features	.75	TC0004C	Expanding the Review	.50
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 7/9/25	

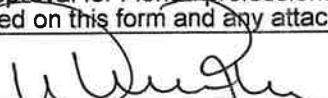


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Wendy Ruiz					
Business email address: Ruiz@hillstaxfl.gov			Business phone number: 813-635-5201		
Job title: Supervisor					
Employed by: Hillsborough County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Hillsborough County Tax Collector					
Your Title: Supervisor			Employment Dates: 12/05/2011 to present		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC0041C	TCC502 Leadership and Management Skills in FL	30	TC0036C	TCC503 Collection and Distribution of Property...	30
TC0042C	TCC504 Collection of Licenses Taxes, and Fees	30	TC0038C	TCC002 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: 7/9/25	




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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Wendy Ruiz					
Business email address: Ruiz@hillstaxfl.gov				Business phone number: 813-635-5201	
Job title: Supervisor					
Employed by: Hillsborough County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Hillsborough County Tax Collector					
Your Title: Supervisor				Employment Dates: 12/05/2011 to present	
Employer:					
Your Title:				Employment Dates:	
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC0010C	Introduction to Fraud	1	TC0007C	Canadian Travel, Citizenship, and Immigration Doc	1
TC0011C	Mexican Documents	.75	TC0017C	US Immigration Documents	.75
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 7/9/25	

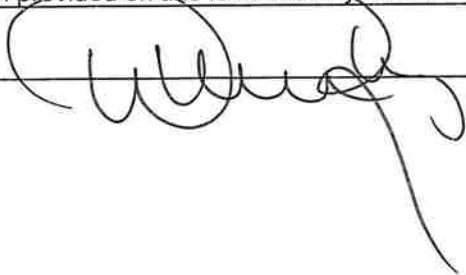


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Wendy Ruiz					
Business email address: Ruiz@hillstaxfl.gov				Business phone number: 813-635-5201	
Job title: Supervisor					
Employed by: Hillsborough County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Hillsborough County Tax Collector					
Your Title: Supervisor				Employment Dates: 12/05/2011 to present	
Employer:					
Your Title:				Employment Dates:	
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC0016C	Travel Documents	.75	TC0013C	People and Actions	.75
TC0001C	Counterfeits and Alterations	.75	TC0002C	Driver Licenses and ID Cards	.75
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 7/9/25	

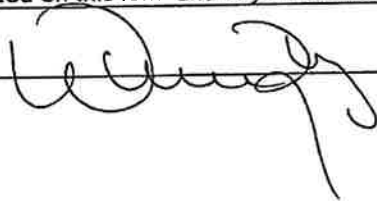




**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Wendy Ruiz					
Business email address: Ruiz@hillstaxfl.gov				Business phone number: 813-635-5201	
Job title: Supervisor					
Employed by: Hillsborough County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Hillsborough County Tax Collector					
Your Title: Supervisor				Employment Dates: 12/05/2011 to present	
Employer:					
Your Title:				Employment Dates:	
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC0018C	AAMVA CDL 2024:Module 1 Intro to CDL Licensing	2.5	TC0019C	AAMVA CDL 2024:Module 2 Overview of CDL Test	.75
TC0020C	AAMVA CDL 2024:Module 3 CDL Knowledge Tests Overview	.75	TC0014C	Security Features	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: 				Date: 7/9/25	



This certificate is awarded to

WENDY RUIZ

for the successful completion of



AAMVA FDR 2024: Travel Documents

by External Training

0 Hours 45 Minutes

TC 0016C

Date of Course Completion: 6/12/2024



This certificate is awarded to

WENDY RUIZ

for the successful completion of



AAMVA FDR 2024: People and Actions

by External Training

0 Hours 45 Minutes

TC-0013C

Date of Course Completion: 6/5/2024



This certificate is awarded to

WENDY RUIZ

for the successful completion of



AAMVA FDR 2024: Counterfeits and Alterations

by External Training

0 Hours 45 Minutes

TC-0001C

Date of Course Completion: 3/13/2024



This certificate is awarded to

WENDY RUIZ

for the successful completion of



AAMVA FDR 2024: Driver Licenses and ID Cards

by External Training

0 Hours 45 Minutes

TC-0002C

Date of Course Completion: 3/27/2024



This certificate is awarded to

WENDY RUIZ

for the successful completion of



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

by External Training

0 Hours 45 Minutes

TC-0006C

Date of Course Completion: 3/13/2024



This certificate is awarded to

WENDY RUIZ

for the successful completion of

AAMVA FDR 2024: Internal Fraud for Staff

by External Training

0 Hours 45 Minutes

TC-0008C

Date of Course Completion: 7/9/2024



This certificate is awarded to

WENDY RUIZ

for the successful completion of

AAMVA FDR 2024: Introduction to Covert Features

by External Training

0 Hours 45 Minutes

TC-0009C

Date of Course Completion: 6/5/2024



This certificate is awarded to

WENDY RUIZ

for the successful completion of

AAMVA FDR 2024: Expanding the Review

by External Training

0 Hours 30 Minutes

TC-0004C

Date of Course Completion: 7/5/2024



This certificate is awarded to

WENDY RUIZ

for the successful completion of

AAMVA FDR 2024: Military ID Cards

by External Training

0 Hours 30 Minutes

TC-0012C

Date of Course Completion: 6/5/2024



This certificate is awarded to

WENDY RUIZ

for the successful completion of

AAMVA FDR 2024: Birth Certificates

by External Training

0 Hours 30 Minutes

TC-0005C

Date of Course Completion: 3/13/2024



This certificate is awarded to

WENDY RUIZ

for the successful completion of

AAMVA FDR 2024: Social Security Cards

by External Training

01 hours 30 Minutes

TC-0015C

Date of Course Completion: 6/12/2024

Congratulations,

Wendy Ruiz

on completing


TCC 001 - BANKRUPTCY

Course Number: TC-0037C


on

September 21, 2023
15 credit hours





FLHSMV
FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



iLearn

This certificate is awarded to

WENDY RUIZ

for the successful completion of


AAMVA CDL 2024: Module 3 - CDL Knowledge Tests Overview

by External Training


0 Hours 45 Minutes

TC-0020C

Date of Course Completion: 7/5/2024



FLHSMV
FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



iLearn

This certificate is awarded to

WENDY RUIZ

for the successful completion of


AAMVA FDR 2024: Security Features

by External Training


1 Hours 0 Minutes

TC-0014C

Date of Course Completion: 6/5/2024



FLHSMV
FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



iLearn

This certificate is awarded to

WENDY RUIZ

for the successful completion of


AAMVA FDR 2024: Introduction to Fraud

by External Training


1 Hours 0 Minutes

TC-0010C

Date of Course Completion: 5/31/2024



FLHSMV
FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



iLearn

This certificate is awarded to

WENDY RUIZ

for the successful completion of


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

by External Training


1 Hours 0 Minutes

TC-0007C

Date of Course Completion: 3/13/2024



FLHSMV
FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



iLearn

This certificate is awarded to

WENDY RUIZ

for the successful completion of


AAMVA FDR 2024: Mexican Documents

by External Training


0 Hours 45 Minutes

TC-0011C

Date of Course Completion: 5/31/2024



FLHSMV
FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



iLearn

This certificate is awarded to

WENDY RUIZ

for the successful completion of

AAMVA FDR 2024: US Immigration Documents

by External Training

0 Hours 45 Minutes

TC-0017C

Date of Course Completion: 6/12/2024

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

Certifies that

Wendy Ruiz

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

Wendy Ruiz

has successfully completed

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

Course Number: TC-0042C

June 30, 2025
30 credit hours



Congratulations,

Wendy Ruiz

on completing

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

Course Number: TC-0036C

on

May 1, 2025
30 credit hours



Congratulations,

Wendy Ruiz

on completing

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

Course Number: TC-0038C

on

April 1, 2025
10 credit hours



iLearn

This certificate is awarded to

WENDY RUIZ

for the successful completion of

AAMVA CDL 2024: Module 1 - Introduction to CDL Licensing

by External Training

2 Hours 30 Minutes

TC-0018C

Date of Course Completion: 7/3/2024



iLearn

This certificate is awarded to

WENDY RUIZ

for the successful completion of

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

by External Training

0 Hours 45 Minutes

TC-0019C

Date of Course Completion: 7/5/2024



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Karen Sanchez		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Charlotte	Job Title: Finance Associate IV		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	06/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 05/10/23	To: Present
From:	To:

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

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

Notes:



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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): KAREN SANCHEZ					
Business email address: Karen.Sanchez@charlottecountyfl.gov			Business phone number: 941-743-1350		
Job title: Finance Associate IV					
Employed by: Charlotte County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation: <div style="display: flex; justify-content: space-between; margin-top: 5px;"><div><input type="checkbox"/> Certified Florida Appraiser</div><div><input type="checkbox"/> Certified Florida Evaluator</div><div><input type="checkbox"/> Certified Cadastralist of Florida</div></div> <div style="display: flex; justify-content: space-between; margin-top: 5px;"><div><input type="checkbox"/> Certified Florida Collector</div><div><input checked="" type="checkbox"/> Certified Florida Collector Assistant</div></div>					
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Charlotte County Tax Collector					
Your Title: Finance Associate IV			Employment Dates: 05/10/2023- CURRENT		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0040C	TCC-501 Duties & Resp of FL Tax Collector	30	TC-0036C	TCC-503 Coll & Dist of Property Taxes & Spec Assess.	30
TC-0041C	TCC-502 Leadership & Mgmt Skills in a FL Tax Collector's Office	30	TC-0042C	TCC-504 Coll of License, Taxes and Fees	30
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: Karen Sanchez			Digitally signed by Karen Sanchez Date: 2025.05.12 10:09:50 -04'00'		Date: 05/12/2025

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

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

Certification

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

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

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

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

To become a Certified Cadastralist of Florida you must complete:

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

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

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

Course Approval and Examinations

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

Annual Recertification Due January 1

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

Florida county property appraisers and tax collectors must complete a minimum of 24 hours of approved courses. In addition to the approved courses listed on the Department's Certification and Training webpage, continuing education courses, seminars, workshops, and conferences will be approved on a case-by-case basis. See Form DR-4002, *Application for Approval of a Course or Continuing Education Credit Hours* (incorporated by reference in Rule 12D-16.002, F.A.C.).

Special Salary for Officials

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

Reinstatement

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

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

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

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

Need Assistance?

Email: PTOTraining@floridarevenue.com

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

Congratulations,
Karen Sanchez

on completing

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

Course Number: TC-0036C

on

June 2, 2023
30 credit hours



The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team

Certifies that

Karen Sanchez

has successfully completed

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

Course Number: TC-0042C

June 16-21, 2023
30 credit hours



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

Certifies that

Karen 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





The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team

Certifies that

Karen Sanchez

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:	Alicia Sanford		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Pinellas	Job Title: HR Training Specialist		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	08/01/24		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 02/24/14	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 503 Collection & Distribution of Property Taxes and Special Assessments	30	Attended Course
90-hours per 12D-19.003(3)(b)		
CPM Levels 1-4 (Certified Supervisory Manager)	120	Attended Course
CPM Levels 1-8 (Certified Public Manager)	120	Attended Course
Total Hours	270	

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

Notes: The Certified Public Manager (TC-0043C) is 240 hours of approved coursework. After completion of the first 120 hours (levels 1-4), participants are awarded the Certified Supervisory Manager certificate.




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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Alicia Sanford					
Business email address: asanford@pinellastaxcollector.gov				Business phone number: 727-582-3332	
Job title: HR Training Specialist					
Employed by: Pinellas County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Pinellas County Tax Collector					
Your Title: HR Training Specialist				Employment Dates: 9/1/2020 - present	
Employer: Pinellas County Tax Collector					
Your Title: Branch Office tech - lead				Employment Dates: 2/24/2014 - 8/31/2020	
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0036C	Tcc 503 - Collection and Distribution of Property Taxes	30			
TC-0043C	CPM Levels 1-8	240			
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: 08/28/2025	

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

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

Certification

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

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

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

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

To become a Certified Cadastralist of Florida you must complete:

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

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

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

Course Approval and Examinations

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

Annual Recertification Due January 1

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

Florida county property appraisers and tax collectors must complete a minimum of 24 hours of approved courses. In addition to the approved courses listed on the Department's Certification and Training webpage, continuing education courses, seminars, workshops, and conferences will be approved on a case-by-case basis. See Form DR-4002, *Application for Approval of a Course or Continuing Education Credit Hours* (incorporated by reference in Rule 12D-16.002, F.A.C.).

Special Salary for Officials

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

Reinstatement

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

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

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

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

Need Assistance?

Email: PTOTraining@floridarevenue.com

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

Congratulations,
Alicia Sanford

on completing

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

Course Number: TC-0036C

on

May 17, 2024
30 credit hours



The State of Florida

AND

THE FLORIDA CENTER FOR PUBLIC MANAGEMENT

AT THE FLORIDA STATE UNIVERSITY

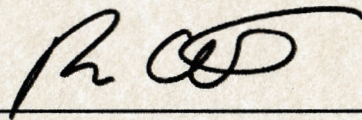
HEREBY CONFER UPON

Alicia Sanford

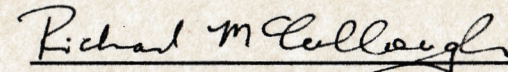
THE DESIGNATION OF

Certified Supervisory Manager

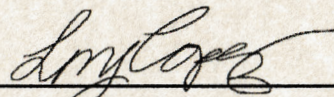
July 2024



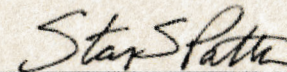
GOVERNOR



PRESIDENT



DIRECTOR



VICE-PRESIDENT



The State of Florida

AND

THE FLORIDA CENTER FOR PUBLIC MANAGEMENT

AT THE FLORIDA STATE UNIVERSITY

HEREBY CONFER UPON

Alicia Sanford

THE DESIGNATION OF

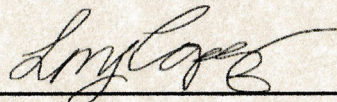
Certified Public Manager

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

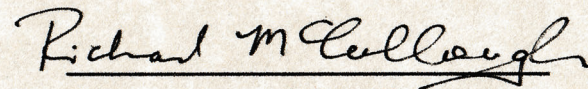
August 2025



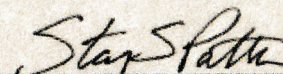
GOVERNOR



DIRECTOR



PRESIDENT



VICE PRESIDENT





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Monica Santiago		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Pinellas	Job Title: Tax Supervisor		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	08/01/24		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 12/07/15	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 503 Collection & Distribution of Property Taxes and Special Assessments	30	Attended Course
90-hours per 12D-19.003(3)(b)		
CPM Levels 1-4 (Certified Supervisory Manager)	120	Attended Course
CPM Levels 1-8 (Certified Public Manager)	120	Attended Course
Total Hours	270	

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

Notes: The Certified Public Manager (TC-0043C) is 240 hours of approved coursework. After completion of the first 120 hours (levels 1-4), participants are awarded the Certified Supervisory Manager certificate.

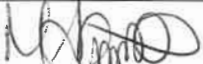


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Monica Santiago					
Business email address: msantiago@pinellastaxcollector.gov			Business phone number: 727-582-3304		
Job title: Tax Supervisor					
Employed by: Pinellas County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input checked="" type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Pinellas County Tax Collector					
Your Title: Tax Supervisor			Employment Dates: 12/07/2015 - Present		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0036C	TCC 503 - Collection and distribution of Property Taxes	30			
TC-0043C	CPM Levels 1-8	240			
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: 09/03/2025	

Congratulations,

Monica Santiago

on completing

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

Course Number: TC-0036C

on

April 29, 2024
30 credit hours



The State of Florida

AND

THE FLORIDA CENTER FOR PUBLIC MANAGEMENT

AT THE FLORIDA STATE UNIVERSITY

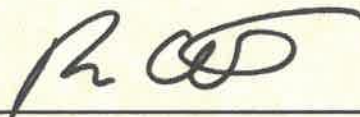
HEREBY CONFER UPON

Monica Santiago

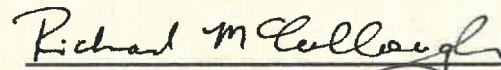
THE DESIGNATION OF

Certified Supervisory Manager

July 2024



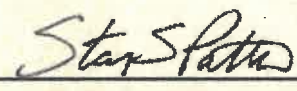
GOVERNOR



PRESIDENT



DIRECTOR



VICE-PRESIDENT



The State of Florida

AND

THE FLORIDA CENTER FOR PUBLIC MANAGEMENT

AT THE FLORIDA STATE UNIVERSITY

HEREBY CONFER UPON

Monica Santiago

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

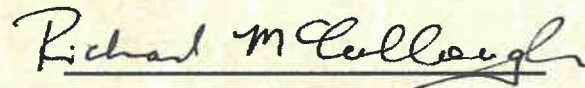
August 2025



GOVERNOR



DIRECTOR



PRESIDENT



VICE PRESIDENT





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Darlene Seaman		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Flagler	Job Title: Taxpayer/Motorist Services Specialist		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	10/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 09/05/23	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
AAMVA - Vehicle Identification Documents	0.50	Attended Course
FLHSMV - Driver License Preparatory Training (Instructor Led)	64	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 - CDL Module 1	2.5	Attended Course
AAMVA - CDL Module 2	0.75	Attended Course
Total Hours	104.75	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	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:	Darlene Seaman		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Flagler	Job Title: Taxpayer/Motorist Services Specialist		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	10/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 09/05/23	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
90-hours per 12D-19.003(3)(b)		
AAMVA - CDL Module 3	0.75	Attended Course
AAMVA - Military ID Cards	0.50	Attended Course
AAMVA - People and Actions	0.75	Attended Course
AAMVA - Security Features	1	Attended Course
AAMVA - Social Security Cards	0.50	Attended Course
AAMVA - Travel Documents	0.75	Attended Course
AAMVA - U.S. Immigration Documents	0.75	Attended Course
AAMVA - CDL Module 4	0.75	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
Total Hours	15.75	

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

Notes:

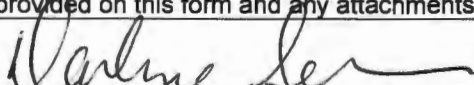


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Darlene Seaman					
Business email address: dseaman@flaglertax.gov				Business phone number: 386-313-4160	
Job title: Taxpayer / Motorist Services Specialist					
Employed by: Flagler County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Flagler County Tax Collector					
Your Title: Taxpayer / Motorist Services Specialist				Employment Dates: 09/05/2023 - Present	
Employer:					
Your Title:				Employment Dates:	
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC0040C	TCC 501 - Duties & Responsibilities	30	TC0024C	Driver License Preparatory Training	64
TC0001C	Counterfeits & Alterations	.75	TC0002C	Driver's License & ID Cards	.75
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 9/10/25	



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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Darlene Seaman					
Business email address: dseaman@flaglertax.gov				Business phone number: 386-313-4160	
Job title: Taxpayer / Motorist Services Specialist					
Employed by: Flagler County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification, list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement, provide your current employer and employment dates.					
Employer: Flagler County Tax Collector					
Your Title: Taxpayer / Motorist Services Specialist				Employment Dates: 09/05/2023 - 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
TC0003C	Vehicle Identification Documents	.50	TC0005C	Birth Certificates	.50
TC0006C	Canadian Birth Certificates, Driver & Vehicle Documents	.75	TC0007C	Canadian Travel, Citizenship & Immigration Documents	1.0
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature:				Date: 9/10/25	



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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Darlene Seaman					
Business email address: dseaman@flaglertax.gov				Business phone number: 386-313-4160	
Job title: Taxpayer / Motorist Services Specialist					
Employed by: Flagler County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Flagler County Tax Collector					
Your Title: Taxpayer / Motorist Services Specialist				Employment Dates: 09/05/2023 - 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
TC0008C	Internal Fraud for Staff	.75	TC0009C	Introduction to Covert Features	.75
TC0010C	Introduction to Fraud	1.0	TC0011C	Mexican Documents	.75
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 9/10/25	

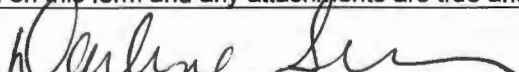


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Darlene Seaman					
Business email address: dseaman@flaglertax.gov				Business phone number: 386-313-4160	
Job title: Taxpayer / Motorist Services Specialist					
Employed by: Flagler County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Flagler County Tax Collector					
Your Title: Taxpayer / Motorist Services Specialist				Employment Dates: 09/05/2023 - 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
TC0012C	Military ID Cards	.50	TC0013C	People & Actions	.75
TC0014C	Security Features	1.0	TC0015C	Social Security Cards	.50
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 9/10/25	



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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Darlene Seaman					
Business email address: dseaman@flaglertax.gov				Business phone number: 386-313-4160	
Job title: Taxpayer / Motorist Services Specialist					
Employed by: Flagler County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Flagler County Tax Collector					
Your Title: Taxpayer / Motorist Services Specialist				Employment Dates: 09/05/2023 - 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
TC0016C	Travel Documents	.75	TC0017C	US Immigration Documents	.75
TC0018C	CDL Module 1	2.50	TC0019C	CDL Module 2	.75
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature:				Date: 9/10/25	

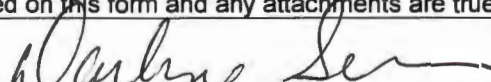


**Application for
Florida Professional Certification
Property Tax Oversight Certification and Training**

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Darlene Seaman					
Business email address: dseaman@flaglertax.gov				Business phone number: 386-313-4160	
Job title: Taxpayer / Motorist Services Specialist					
Employed by: Flagler County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Flagler County Tax Collector					
Your Title: Taxpayer / Motorist Services Specialist				Employment Dates: 09/05/2025 - present	
Employer:				2023	
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
TC0020C	CDL Module 3	.75	TC0021C	CDL Module 4	.75
TC0038C	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: 9/10/25	

This certificate is awarded to

DARLENE SEAMAN

for the successful completion of

AAMVA FDR 2020: Vehicle Identification Documents

by External Training

0 Hours 30 Minutes

Date of Course Completion: 9/12/2023



This certificate is awarded to

DARLENE SEAMAN

for the successful completion of

Driver License Preparatory Training - Virtual Instructor-Led Training

by FLHSMV

64 Hours 00 Minutes

Date of Course Completion: 12/15/2023

This certificate is awarded to

DARLENE SEAMAN

for the successful completion of

AAMVA FDR 2024: Birth Certificates

by External Training

0 Hours 30 Minutes

Date of Course Completion: 5/23/2024

This certificate is awarded to

DARLENE SEAMAN

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: 5/23/2024

This certificate is awarded to

DARLENE SEAMAN

for the successful completion of

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

by External Training

1 Hours 0 Minutes

Date of Course Completion: 5/24/2024



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

DARLENE SEAMAN

for the successful completion of

AAMVA FDR 2024: Counterfeits and Alterations

by External Training

0 Hours 45 Minutes

Date of Course Completion: 6/11/2024

This certificate is awarded to

DARLENE SEAMAN

for the successful completion of

AAMVA FDR 2024: Driver Licenses and ID Cards

by External Training

0 Hours 45 Minutes

Date of Course Completion: 6/12/2024

This certificate is awarded to

DARLENE SEAMAN

for the successful completion of

AAMVA FDR 2024: Internal Fraud for Staff

by External Training

0 Hours 45 Minutes

Date of Course Completion: 7/19/2024

This certificate is awarded to

DARLENE SEAMAN

for the successful completion of

AAMVA FDR 2024: Introduction to Covert Features

by External Training

0 Hours 45 Minutes

Date of Course Completion: 7/19/2024

This certificate is awarded to

DARLENE SEAMAN

for the successful completion of

AAMVA FDR 2024: Introduction to Fraud

by External Training

1 Hours 0 Minutes

Date of Course Completion: 7/23/2024

This certificate is awarded to

DARLENE SEAMAN

for the successful completion of

AAMVA FDR 2024: Mexican Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 7/23/2024

This certificate is awarded to

DARLENE SEAMAN

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: 7/24/2024

This certificate is awarded to

DARLENE SEAMAN

for the successful completion of

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

by External Training

0 Hours 45 Minutes

Date of Course Completion: 7/25/2024

This certificate is awarded to

DARLENE SEAMAN

for the successful completion of

AAMVA CDL 2024: Module 3 - CDL Knowledge Tests Overview

by External Training

0 Hours 45 Minutes

Date of Course Completion: 8/1/2024

This certificate is awarded to

DARLENE SEAMAN

for the successful completion of

AAMVA FDR 2024: Military ID Cards

by External Training

0 Hours 30 Minutes

Date of Course Completion: 8/2/2024

This certificate is awarded to

DARLENE SEAMAN

for the successful completion of

AAMVA FDR 2024: People and Actions

by External Training

0 Hours 45 Minutes

Date of Course Completion: 8/2/2024

This certificate is awarded to

DARLENE SEAMAN

for the successful completion of

AAMVA FDR 2024: Security Features

by External Training

1 Hours 0 Minutes

Date of Course Completion: 8/2/2024

This certificate is awarded to

DARLENE SEAMAN

for the successful completion of

AAMVA FDR 2024: Social Security Cards

by External Training

0 Hours 30 Minutes

Date of Course Completion: 8/2/2024



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

DARLENE SEAMAN

for the successful completion of

AAMVA FDR 2024: Travel Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 8/2/2024

This certificate is awarded to

DARLENE SEAMAN

for the successful completion of

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

by External Training

0 Hours 45 Minutes

Date of Course Completion: 8/2/2024



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

DARLENE SEAMAN

for the successful completion of

AAMVA FDR 2024: US Immigration Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 8/5/2024



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

Certifies that

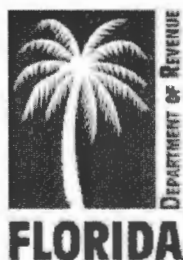
Darlene Seaman

has successfully completed

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

Course Number: TC-0040C

February 28, 2025
30 credit hours





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

Certifies that

Darlene Seaman

has successfully completed

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

Course Number: TC-0038C

on

September 16, 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:	Cindy Speece
Previous Name(s)(if applicable):	
Documentation Included:	
County: Brevard	Job Title: Chief Financial Officer
Certification Requested:	Certified Florida Collector Assistant
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>
Certification Date:	06/01/25

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 05/22/23	To: Present
From:	To:

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

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

Notes:



Application for
Florida Professional Certification
Property Tax Oversight Certification and Training

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

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

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

Reason for Applying

☒ **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):

Cindy Speece

Business email address: 400 South Park Ave (6th Floor), Titusville, FL Business phone number: 321-264-6920

Job title: Chief Financial Officer

Employed by: Brevard County Tax Collector

I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:

☐ Certified Florida Appraiser ☐ Certified Florida Evaluator ☐ Certified Cadastralist of Florida
☐ Certified Florida Collector ☒ Certified Florida Collector Assistant

Experience for Certification – If you are applying for your **initial certification**, list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for **recertification** or for **reinstatement**, provide your current employer and employment dates.

Employer: Brevard County Tax Collector

Your Title: Chief Financial Officer Employment Dates: 5/22/2023 - current

Employer:

Your Title: Employment Dates:

Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.

No.	Course Title	Hours	No.	Course Title	Hours
TC0040C	Duties & Responsibilities of FL Tax Collectors	30	TC0036C	Collection & Distribution of Property Taxes	30
TC0041C	Leadership & Mgmt of FL Tax Collector's Office	30	TC0042C	Collections of Licenses, Taxes, and Fees	30

Applicant Signature

I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.

Signature:

Cindy Speece

Date:

5/22/2025

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

Certifies that

Cindy Speece

has successfully completed

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

Course Number: TC-0041C

September 18-21, 2023
30 credit hours



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

Certifies that

Cindy Speece

has successfully completed

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

Course Number: TC-0040C

February 27 - March 1, 2024
30 credit hours



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

Certifies that

Cindy Speece

has successfully completed

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

Course Number: TC-0042C

June 24-27, 2024
30 credit hours





Congratulations,

Cindy Speece

on completing

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

Course Number: TC-0036C

on

January 31, 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:	Lisa Starling		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Baker	Job Title: Tax Clerk I		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	07/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 04/01/21	To: Present
From:	To:

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

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

Notes:

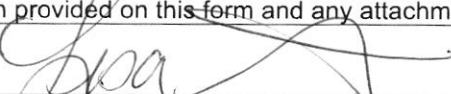


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Lisa Starling					
Business email address: 32 N 5th Street, Macclenny 32040				Business phone number: 904-259-6880	
Job title: Tax Clerk I					
Employed by: Amy Dugger Baker County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Baker County Tax Collector					
Your Title: Tax Clerk I				Employment Dates: 4/1/2021-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
TC0036C	COLL AND DIST OF PROP TXS	30	TC0037C	BANKRUPTCY	15
TC0038C	EFFECTIVE DECISION MAKING	10	TC0039C	CUSTOMER SERVICE	5
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date:	




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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Lisa Starling					
Business email address: 32 N 5th Street, Macclenny 32040			Business phone number: 904-259-6880		
Job title: Tax Clerk I					
Employed by: Amy Dugger Baker County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Baker County Tax Collector					
Your Title: Tax Clerk I			Employment Dates: 4/1/2021-current		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC0040C	DUTIES AND RESPONSIBILITIES OF FL TC	30			
TC0042C	COLLECTION OF LICNESES TAXES AND FEES	30			
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date:	

Congratulations,

Lisa Starling

on completing

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

Course Number: TC-0036C

on

August 21, 2023
30 credit hours



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

Certifies that

Lisa Starling

has successfully completed

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

Course Number: TC-0040C

February 27 - March 1, 2024
30 credit hours



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

Certifies that

Lisa Starling

has successfully completed

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

Course Number: TC-0042C

June 24-27, 2024
30 credit hours





Congratulations,

Lisa Starling

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

May 9, 2025
5 credit hours





Congratulations,

Lisa Starling

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

May 9, 2025
15 credit hours





Congratulations,

Lisa Starling

on completing

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

Course Number: TC-0038C

on

June 6, 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:	Polina Stoycheva		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Collier	Job Title: Clerk for Motorist Services		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	08/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 08/29/22	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30	Attended Course
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
FLHSMV - Driver License Preparatory Training (Online)	12	Attended Course
AAMVA - CDL Module 1	2.5	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
Total Hours	124.75	

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

Notes: Total hours: 134.33



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

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

Name to Appear on Certificate:	Polina Stoycheva		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Collier	Job Title: Clerk for Motorist Services		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	08/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 08/29/22	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
90-hours per 12D-19.003(3)(b)		
AAMVA - Social Security Cards	0.50	Attended Course
AAMVA - 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 - Travel Documents	0.75	Attended Course
AAMVA - Vehicle Identification Documents	0.83	Attended Course
AAMVA - U.S. Immigration Documents	0.75	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
Total Hours	9.58	

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

Notes:




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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Polina Stoycheva					
Business email address: dthornton@colliertax.com				Business phone number: 239-252-1149	
Job title: Clerk for Motorist Services					
Employed by: Collier County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Collier County Tax Collector					
Your Title: Clerk for Motorist Services				Employment Dates: 08-29-2022-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 0040 C	TCC501 Duties & Responsibilities of Fla Tax Collectors	30	TC 0036C	TCC503 Collection & Distribution of Property Taxes & Special Assessments	30
TC 0042C	TCC 504 Collection of Licenses, Taxes, and Fees	30	TC 0038C	TCC 002 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: 08-29-2025	



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

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Polina Stoycheva					
Business email address: dthornton@colliertax.com			Business phone number: 239-252-1149		
Job title: Clerk for Motor Services					
Employed by: Collier County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Collier County Tax Collector					
Your Title: Clerk for Motor Services			Employment Dates: 08-29-2022- 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 0039C	TCC 003 Customer Service Training	5	TC0025C	Driver's License Preparatory Training	12
TC 0001C	Counterfeits and Alterations	.75(45m)	TC 0002C	Drivers License and Cards	.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: <i>Polina Stoycheva</i>				Date: <i>08-29-2025</i>	



Application for Florida Professional Certification Property Tax Oversight Certification and Training

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

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

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

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Polina Stoycheva					
Business email address: dthomton@colliertax.com				Business phone number: 239-252-1149	
Job title: Clerk for Motorist Services					
Employed by: Collier County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Collier County Tax Collector					
Your Title: Clerk for Motor Services				Employment Dates: 08-29-2022-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 0003C	Vehicle Identification Documents	.83(50m)	TC 0004C	Expanding The Review	.50(30m)
TC 0005C	Birth Certificates	.50(30m)	TC 0006C	Canadian Birth Certificates, Driver, and Vehicle Docs	.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: <i>Polina Stoycheva</i>				Date: 08-29-2025	



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

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

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying

☒ 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): Polina Stoycheva

Business email address: dthornton@colliertax.com

Business phone number: 239-252-1149

Job title: Clerk for Motor Services

Employed by: Collier County Tax Collector

I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:

☐ Certified Florida Appraiser ☐ Certified Florida Evaluator ☐ Certified Cadastralist of Florida
☐ Certified Florida Collector ☒ Certified Florida Collector Assistant

Experience for Certification -- If you are applying for your **initial certification**, list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for **recertification** or for **reinstatement**, provide your current employer and employment dates.

Employer: Collier County Tax Collector

Your Title: Clerk for Motor Services

Employment Dates: 08-29-2022-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 0007C	Canadian Travel, Citizenship, and Immigration Docs	1 hr.(60m)	TC 0008C	Internal Fraud for Staff	.75(45m)
TC 0009C	Introduction to Covert Features	.75(45m)	TC 0010C	Introduction to Fraud	1 hr.(60m)

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: *Polina Stoycheva*

Date: 08-29-2025



**Application for
Florida Professional Certification
Property Tax Oversight Certification and Training**

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2
TC

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Polina Stoycheva					
Business email address: dthornton@colliertax.com			Business phone number: 239-252-1149		
Job title: Clerk for Motor Services					
Employed by: Collier County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification, list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement, provide your current employer and employment dates.					
Employer: Collier County Tax Collector					
Your Title: Clerk for Motor Services			Employment Dates: 08-29-2022-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 011C	Mexican Documents	.75(45m)	TC 0012C	Military ID Cards	.50(30m)
TC 0013C	People and Actions	.75(45m)	TC 0014C	Security Features	1 hr(60m)
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: <i>Polina Stoycheva</i>				Date: 08-29-2025	



**Application for
Florida Professional Certification
Property Tax Oversight Certification and Training**

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2
TC

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying

☒ 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): Polina Stoycheva

Business email address: dthornton@colliertax.com

Business phone number: 239-252-1149

Job title: Clerk for Motor Services

Employed by: Collier County Tax Collector

I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:

☐ Certified Florida Appraiser ☐ Certified Florida Evaluator ☐ Certified Cadastralist of Florida
☐ Certified Florida Collector ☒ Certified Florida Collector Assistant

Experience for Certification – If you are applying for your **initial certification**, list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for **recertification** or for **reinstatement**, provide your current employer and employment dates.

Employer: Collier County Tax Collector

Your Title: Clerk for Motor Services

Employment Dates: 08-29-2022-Present

Employer:

Your Title:

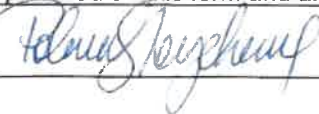
Employment Dates:

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 0015C	Social Security Cards	.50(30m)	TC 0016C	Travel Documents	.75(45m)
TC 0017C	US Immigration and Documents	.75(45m)	TC 0018C	CDL Module 1 (2 hours,30m)	150m

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: 08-29-2025

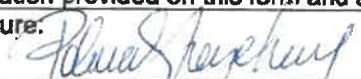


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2
TC

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Polina Stoycheva					
Business email address: dthornton@colliertax.com			Business phone number: 239-252-1149		
Job title: Clerk of Motor Services					
Employed by: Collier County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Collier County Tax Collector					
Your Title: Clerk of Motor Services			Employment Dates: 08-29-2022 - 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 0019C	Module 2-Overview of the CDL Tests	.75(45m)	TC 0020C	Module 3 CDI Knowledge Tests Overview	.75(45m)
TC 0021C	Module 4 CKE End of Course Exam Overview	.75(45m)			
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 08-29-2025	



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

POLINA STOYCHEVA

for the successful completion of

Driver License Preparatory Training - OLT

by FLHSMV

12 Hours

Date of Course Completion: 12/20/2022

TC0025C



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

POLINA STOYCHEVA

for the successful completion of

AAMVA FDR 2024: Birth Certificates

by External Training

0 Hours 30 Minutes

Date of Course Completion: 3/8/2024

TC 0005C



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

POLINA STOYCHEVA

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: 3/8/2024

TC-000 6 C

FLHSMV

FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES

iLearn

This certificate is awarded to

POLINA STOYCHEVA

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: 3/25/2024

TC-0007 e



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

POLINA STOYCHEVA

for the successful completion of

AAMVA FDR 2024: Counterfeits and Alterations

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/2/2024

TC-0001 C

FLHSMV

FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES

iLearn

This certificate is awarded to

POLINA STOYCHEVA

for the successful completion of

AAMVA FDR 2024: Driver Licenses and ID Cards

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/4/2024

TC-0002C



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

POLINA STOYCHEVA

for the successful completion of

AAMVA FDR 2024: Internal Fraud for Staff

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/30/2024

TC-0008C



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

POLINA STOYCHEVA

for the successful completion of

AAMVA FDR 2024: Introduction to Covert Features

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/30/2024

TC-0009C



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

POLINA STOYCHEVA

for the successful completion of

AAMVA FDR 2024: Social Security Cards

by External Training

0 Hours 30 Minutes

Date of Course Completion: 4/30/2024

TC-0016C



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

POLINA STOYCHEVA

for the successful completion of

AAMVA FDR 2024: Introduction to Fraud

by External Training

1 Hours 0 Minutes

Date of Course Completion: 5/1/2024

TC-0010 -C



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

POLINA STOYCHEVA

for the successful completion of

AAMVA FDR 2024: Mexican Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/1/2024

TC0041 HC



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

POLINA STOYCHEVA

for the successful completion of

AAMVA FDR 2024: Military ID Cards

by External Training

0 Hours 30 Minutes

Date of Course Completion: 5/9/2024

TC-0012 e

This certificate is awarded to

POLINA STOYCHEVA

for the successful completion of

AAMVA FDR 2024: People and Actions

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/9/2024

TC-6013 C



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

POLINA STOYCHEVA

for the successful completion of

AAMVA FDR 2024: Security Features

by External Training

1 Hours 0 Minutes

Date of Course Completion: 5/15/2024

TC-0014C



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

POLINA STOYCHEVA

for the successful completion of

AAMVA FDR 2024: Travel Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/15/2024

TC-0018 C



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

POLINA STOYCHEVA

for the successful completion of

AAMVA FDR 2024: Vehicle Identification Documents

by External Training

0 Hours 50 Minutes

Date of Course Completion: 5/16/2024

TC0003C



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

POLINA STOYCHEVA

for the successful completion of

AAMVA FDR 2024: US Immigration Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/16/2024

TC-00161C



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

POLINA STOYCHEVA

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: 6/10/2024

TC0619C



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

POLINA STOYCHEVA

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: 6/11/2024

TC0020 c



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

POLINA STOYCHEVA

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: 6/11/2024

TC0021C

Congratulations,

Polina Stoycheva

on completing

**TCC 002 - EFFECTIVE DECISION-MAKING IN
THE WORKPLACE**

Course Number: TC-0038C

on

September 25, 2024
10 credit hours



Congratulations,

Polina Stoycheva

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

September 25, 2024
5 credit hours





The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team

Certifies that

Polina Stoycheva

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C

March 3, 2025
30 credit hours





FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

POLINA STOYCHEVA

for the successful completion of

AAMVA CDL 2024: Module 1 - Introduction to CDL Licensing

by External Training

2 Hours 30 Minutes

te of Course Completion: 5/22/2025



The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team

Certifies that

Polina Stoycheva

has successfully completed

**TCC 504 - COLLECTION OF LICENSES,
TAXES, AND FEES**

Course Number: TC-0042C

June 30, 2025
30 credit hours





Congratulations,

Polina Stoycheva

on completing

**TCC 503 - COLLECTION AND
DISTRIBUTION OF PROPERTY TAXES
AND SPECIAL ASSESSMENTS**

Course Number: TC-0036C

on

July 30, 2025
30 credit hours



This certificate is awarded to

POLINA STOYCHEVA

for the successful completion of

AAMVA FDR 2024: Expanding the Review

by External Training

0 Hours 30 Minutes

Date of Course Completion: 8/15/2025

TC 0004C



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

Chapter 12D-19, F.A.C.

Name to Appear on Certificate:	Maria Symons		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Citrus	Job Title: Customer Service Representative II		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	07/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 06/10/20	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30	Attended Course
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
AAMVA - Counterfeits and Alterations	0.75	Attended Course
AAMVA - Vehicle Identification Documents	0.75	Attended Course
AAMVA - Driver License and ID Cards	0.75	Attended Course
FLHSMV - Driver License Preparatory Training (Online)	12	Attended Course
FLHSMV - Heavy Vehicle Use Tax	1	Attended Course
Total Hours	120.25	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
-------------------------------------	--------------------------	-----	--------------------------	----

Notes:

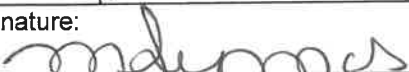


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2
TC

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Maria Symons					
Business email address: msymons@citrustc.us			Business phone number: 352-341-6510		
Job title: Customer Service Representative II					
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: <div style="display: flex; justify-content: space-between;"><div><input type="checkbox"/> Certified Florida Appraiser</div><div><input type="checkbox"/> Certified Florida Evaluator</div><div><input type="checkbox"/> Certified Cadastralist of Florida</div></div> <div style="display: flex; justify-content: space-between;"><div><input type="checkbox"/> Certified Florida Collector</div><div><input checked="" type="checkbox"/> Certified Florida Collector Assistant</div></div>					
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Citrus County Tax Collector					
Your Title: Customer Service Representative II			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
TC-0036C	Collection & Distribution of Property Taxes & Special Assessments	30	TC-0038C	Effective Decision Making	10
TC-0039C	Customer Service Training	5	TC-0040C	Duties & Responsibilities of FL Tax Collectors	30
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 7/30/25	




FLORIDA

**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2
TC

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Maria Symons					
Business email address: msymons@citrustc.us				Business phone number: 352-341-6510	
Job title: CSR II					
Employed by: Citrus County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: CCTC					
Your Title: CSR II				Employment Dates: 06/10/2020	
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-0025C	Driver's License Preparatory Training	12
TC-0001C	Counterfeits and Alterations	0.75	TC-0002C	Driver's License and ID Cards	0.75
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: 7/30/25	




**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2
TC

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Maria Symons					
Business email address: msymons@citrustc.us			Business phone number: 352-341-6510		
Job title: CSR II					
Employed by: Citrus County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: CCTC					
Your Title: CSR II			Employment Dates: 06/10/2020		
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-0003C	Vehicle Identification Documents	0.75	TC-0044C	Heavy Vehicle Use Tax (HVUT)	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: 				Date: 7/30/25	

Maria Symons

From: LMSadmin@dor.state.fl.us
Sent: Friday, July 17, 2020 10:23 AM
To: Maria Symons
Subject: CUSTOMER SERVICE COURSE Certificate

Congratulations,

MARIA SYMONS,

on completing

TCC 003 - CUSTOMER SERVICE COURSE

course on

Thursday, July 16, 2020

5.00 credit hours

NOTIFICATION TO RECIPIENTS: The subject line of this email may indicate that this email has been sent unsecure. This is a default setting which in no way indicates that this communication is unsafe, but rather that the email has been sent unencrypted in clear text form. Revenue does provide secure email exchange. Please contact us if you need to exchange confidential information electronically.

If you have received this email in error, please notify us immediately by return email. If you receive a Florida Department of Revenue communication that contains personal or confidential information, and you are not the intended recipient, you are prohibited from using the information in any way. All record of any such communication (electronic or otherwise) should be destroyed in its entirety.

Marian Nosal

✓

From: LMSadmin@dor.state.fl.us
Sent: Wednesday, August 19, 2020 10:30 AM
To: Marian Nosal
Subject: EFFECTIVE DECISION MAKING Certificate

Congratulations,

MARIA SYMONS,

on completing

TCC 002 - EFFECTIVE DECISION MAKING

course on

Thursday, August 13, 2020

10.00 credit hours



NOTIFICATION TO RECIPIENTS: The subject line of this email may indicate that this email has been sent unsecure. This is a default setting which in no way indicates that this communication is unsafe, but rather that the email has been sent unencrypted in clear text form. Revenue does provide secure email exchange. Please contact us if you need to exchange confidential information electronically.

If you have received this email in error, please notify us immediately by return email. If you receive a Florida Department of Revenue communication that contains personal or confidential information, and you are not the intended recipient, you are prohibited from using the information in any way. All record of any such communication (electronic or otherwise) should be destroyed in its entirety.

Cautions on corresponding with Revenue by email: Under Florida law, emails received by a state agency are public records. Both the message and the email address it was sent from (excepting any information that is exempt from disclosure under state law) may be released in response to a public records request.

Internet email is not secure and may be viewed by someone other than the person you send it to. Please do not include your social security number, federal employer identification number, or other sensitive information in an email to us.



FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

MARIA SYMONS

for the successful completion of

AAMVA FDR 2018: Counterfeits and Alterations

by External Training

0 Hours 45 Minutes

Date of Course Completion: 8/25/2021

This certificate is awarded to

MARIA SYMONS

for the successful completion of

AAMVA FDR 2018: Vehicle Identification Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 9/9/2021

This certificate is awarded to

MARIA SYMONS

for the successful completion of

AAMVA FDR 2018: Driver Licenses and ID Cards

by External Training

0 Hours 45 Minutes

Date of Course Completion: 12/16/2021

Congratulations,

Maria Symons

on completing

**TCC 503 - COLLECTION AND
DISTRIBUTION OF PROPERTY TAXES AND
SPECIAL ASSESSMENTS**

Course Number: TC-0036C

on

July 21, 2022
30 credit hours



FLHSMV

FLORIDA HIGHWAY SAFETY AND MOTOR VEHICLES



This certificate is awarded to

MARIA SYMONS

for the successful completion of

Driver License Preparatory Training - OLT

by FLHSMV

12 Hours

Date of Course Completion: 9/27/2022

This certificate is awarded to

MARIA SYMONS

for the successful completion of

Heavy Vehicle Use Tax (HVUT) - 2021

by FLHSMV

1 Hours 0 Minutes

Date of Course Completion: 12/14/2023

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team

Certifies that

Maria Symons

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C

March 4, 2025
30 credit hours





The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team

Certifies that

Maria Symons

has successfully completed

**TCC 504 - COLLECTION OF LICENSES,
TAXES, AND FEES**

Course Number: TC-0042C

June 30, 2025
30 credit hours





Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

Chapter 12D-19, F.A.C.

Name to Appear on Certificate:	Alvaro J. Tapia Cardozo		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Dade	Job Title: TC Financial Analyst		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	09/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 08/07/23	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 503 Collection & Distribution of Property Taxes and Special Assessments	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 001 - Bankruptcy	15	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
Driver License Preparatory Training (Instructor Led)	64	Attended Course
Total Hours	124	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
-------------------------------------	--------------------------	-----	--------------------------	----

Notes:

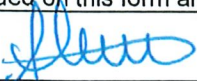


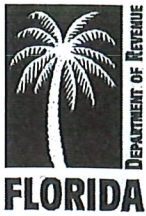
**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Alvaro J. Tapia Cardozo					
Business email address: AlvaroTapiaCardozo@mdctaxcollector.gov			Business phone number: 305-375-1732		
Job title: TC Financial Analyst					
Employed by: Miami-Dade County Office of the Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Miami Dade Tax Collector					
Your Title: Tax Record Specialist			Employment Dates: 08/07/2023-10/14/2024		
Employer: Miami Dade Tax Collector					
Your Title: Senior Tax Record Specialist			Employment Dates: 10/14/2024-03/30/2025		
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-0024C	Driver's License Preparatory Training	64	TC-0037C	TCC 001 - Bankruptcy	15
TC-0036C	TCC 503-Collection & Distribution of Property Taxes and Special Assessments	30	TC-0038C	TCC 002 - 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: 08/11/2025	

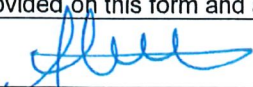


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Alvaro J. Tapia Cardozo					
Business email address: AlvaroTapiaCardozo@mdctaxcollector.gov			Business phone number: 305-375-1732		
Job title: TC Financial Analyst					
Employed by: Miami-Dade County Office of the Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Miami Dade Tax Collector					
Your Title: TC Financial Analyst			Employment Dates: 03/31/2025-current		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0039C	Customer Service Training	5			
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 08/11/2025	



Congratulations,

Alvaro Tapia Cardozo

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

February 7, 2025
5 credit hours





Congratulations,

Alvaro Tapia Cardozo

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

February 10, 2025
15 credit hours





Congratulations,

Alvaro Tapia Cardozo

on completing

**TCC 002 - EFFECTIVE DECISION-MAKING
IN THE WORKPLACE**

Course Number: TC-0038C

on

February 13, 2025
10 credit hours





Congratulations,

Alvaro Tapia Cardozo

on completing

**TCC 503 - COLLECTION AND
DISTRIBUTION OF PROPERTY TAXES
AND SPECIAL ASSESSMENTS**

Course Number: TC-0036C

on

February 14, 2025
30 credit hours





This certificate is awarded to

ALVARO TAPIA CARDOZO

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: 3/21/2025



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

Chapter 12D-19, F.A.C.

Name to Appear on Certificate:	Cynthia Tolentino		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Lake	Job Title: Customer Representative II		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	08/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 07/31/23	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30	Attended Course
TCC 001 - Bankruptcy	15	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
FLHSMV - Driver License Preparatory Training (Online)	12	Attended Course
FLHSMV - Heavy Vehicle Use Tax	1	Attended Course
AAMVA - Birth Certificates	0.50	Attended Course
AAMVA - Canadian Birth Certificates, Drive and Vehicle Documents	0.75	Attended Course
AAMVA - Canadian Travel, Citizenship and Immigration Documents	1	Attended Course
AAMVA - Counterfeits and Alterations	0.75	Attended Course
AAMVA - Driver License and ID Cards	0.75	Attended Course
AAMVA - Internal Fraud for Staff	0.75	Attended Course
AAMVA - Introduction to Covert Features	0.75	Attended Course
Total Hours	108.25	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
-------------------------------------	--------------------------	-----	--------------------------	----

Notes: Total Hours: 120.33



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

Chapter 12D-19, F.A.C.

Name to Appear on Certificate:	Cynthia Tolentino		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Lake	Job Title: Customer Representative II		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	08/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 07/31/23	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
90-hours per 12D-19.003(3)(b)		
AAMVA - Introduction to Fraud	1	Attended Course
AAMVA - Mexican Documents	0.75	Attended Course
AAMVA - Military ID Cards	0.50	Attended Course
AAMVA - People and Actions	0.75	Attended Course
AAMVA - Security Features	1	Attended Course
AAMVA - Social Security Cards	0.50	Attended Course
AAMVA - Travel Documents	0.75	Attended Course
AAMVA - Vehicle Identification Documents	0.83	Attended Course
AAMVA - U.S. Immigration Documents	0.75	Attended Course
AAMVA - CDL Module 1	2.5	Attended Course
AAMVA - CDL Module 2	0.75	Attended Course
AAMVA - CDL Module 3	0.75	Attended Course
AAMVA - CDL Module 4	0.75	Attended Course
Total Hours	11.58	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
-------------------------------------	--------------------------	-----	--------------------------	----

Notes:



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

Chapter 12D-19, F.A.C.

Name to Appear on Certificate:	Cynthia Tolentino		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Lake		Job Title: Customer Representative II	
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>		Reinstatement: <input type="checkbox"/>	
Certification Date:	08/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 07/31/23	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
90-hours per 12D-19.003(3)(b)		
FLHSMV - Information and Cyber Security Awareness Training	0.50	Attended Course
Total Hours	0.5	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
-------------------------------------	--------------------------	-----	--------------------------	----

Notes:



**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): <div style="text-align: right; font-weight: bold;">Cynthia Tolentino</div>					
Business email address: <div style="text-align: right;">n/a</div>			Business phone number: <div style="text-align: right;">352-343-9602</div>		
Job title: Customer Representative II					
Employed by: Office of The Lake County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation: <div style="display: flex; flex-wrap: wrap;"><div style="width: 33%;"><input type="checkbox"/> Certified Florida Appraiser</div><div style="width: 33%;"><input type="checkbox"/> Certified Florida Evaluator</div><div style="width: 33%;"><input type="checkbox"/> Certified Cadastralist of Florida</div><div style="width: 33%;"><input type="checkbox"/> Certified Florida Collector</div><div style="width: 33%;"><input checked="" type="checkbox"/> Certified Florida Collector Assistant</div></div>					
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Office of The Lake County Tax Collector					
Your Title: Customer Representative II			Employment Dates: 7/31/2023 - present		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0001C	Counterfeits & Alterations	.75 (45 min)	TC-0003C	Vehicle Identification Documents	.83 (50 min)
TC-0002C	Driver's License & ID Cards	.75 (45 min)	TC-0005C	Birth Certificates	.50 (30 min)
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: <i>Cynthia Tolentino</i>				Date: 8/01/2025	



Application for
Florida Professional Certification
Property Tax Oversight Certification and Training

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Cynthia Tolentino					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Customer Representative II					
Employed by: Office of The Lake County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Office of The Lake County Tax Collector					
Your Title: Customer Representative II			Employment Dates: 7/31/2023 - present		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0006C	Canadian BC, Driver and Vehicle Documents	.75 (45 min)	TC-0008C	Internal Fraud for Staff	.75 (45 min)
TC-0007C	Canadian Travel, Citizenship, & Immigration Docs	1.0 (60 min)	TC-0009C	Introduction to Covert Features	.75 (45 min)
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: Cynthia Tolentino				Date: 8/01/2025	



Application for
Florida Professional Certification
Property Tax Oversight Certification and Training

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Cynthia Tolentino					
Business email address: n/a				Business phone number: 352-343-9602	
Job title: Customer Representative II					
Employed by: Office of The Lake County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Office of The Lake County Tax Collector					
Your Title: Customer Representative II				Employment Dates: 7/31/2023 - present	
Employer:					
Your Title:				Employment Dates:	
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0010C	Introduction to Fraud	1.0 (60 min)	TC-0012C	Military ID Cards	.50 (30 min)
TC-0011C	Mexican Documents	.75 (45 min)	TC-0013C	People and Actions	.75 (45 min)
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: Cynthia Tolentino				Date: 8/01/2025	



Application for
Florida Professional Certification
Property Tax Oversight Certification and Training

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Cynthia Tolentino					
Business email address: n/a				Business phone number: 352-343-9602	
Job title: Customer Representative II					
Employed by: Office of The Lake County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Office of The Lake County Tax Collector					
Your Title: Customer Representative II				Employment Dates: 7/31/2023 - present	
Employer:					
Your Title:				Employment Dates:	
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0014C	Security Features	1.0 (60 min)	TC-0016C	Travel Documents	.75 (45 min)
TC-0015C	Social Security Cards	.50 (30 min)	TC-0017C	U.S. Immigration Documents	.75 (45 min)
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: <i>Cynthia Tolentino</i>				Date: 8/01/2025	



Application for
Florida Professional Certification
Property Tax Oversight Certification and Training

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Cynthia Tolentino					
Business email address: n/a				Business phone number: 352-343-9602	
Job title: Customer Representative II					
Employed by: Office of The Lake County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Office of The Lake County Tax Collector					
Your Title: Customer Representative II				Employment Dates: 7/31/2023 - present	
Employer:					
Your Title:				Employment Dates:	
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0018C	CDL Module 1	2.5	TC-0020C	CDL Module 3	.75 (45 min)
TC-0019C	CDL Module 2	.75 (45 min)	TC-0021C	CDL Module 4	.75 (45 min)
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: Cynthia Tolentino				Date: 8/01/2025	



**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Cynthia Tolentino					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Customer Representative II					
Employed by: Office of The Lake County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Office of The Lake County Tax Collector					
Your Title: Customer Representative II			Employment Dates: 7/31/2023 - present		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC 0025C	Driver License Preparatory Training Online	12.0	TC 0045C	Information and Cyber Security Awareness Training	.50
TC 0044C	Heavy Vehicle Use Tax (HVUT)	1.0	TC 0040C	TCC 501 Duties & Resp of FL Tax Collectors	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: Cynthia Tolentino				Date: 8/01/2025	



Application for
Florida Professional Certification
Property Tax Oversight Certification and Training

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Cynthia Tolentino					
Business email address: n/a			Business phone number: 352-343-9602		
Job title: Customer Representative II					
Employed by: Office of The Lake County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Office of The Lake County Tax Collector					
Your Title: Customer Representative II			Employment Dates: 7/31/2023 - present		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC 0036C	TCC 503 Coll. & Dist. of Prop Taxes & SA	30.0	TC 0038C	TCC 002 Effective Decision Making in WP	10.0
TC 0037C	TCC 001 Bankruptcy	15.0	TC 0039C	TCC 003 Customer Service Training	5.0
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: Cynthia Tolentino				Date: 8/01/2025	



This certificate is awarded to

CYNTHIA TOLENTINO

for the successful completion of

Driver License Preparatory Training - OLT

by FLHSMV

12 Hours

Date of Course Completion: 8/29/2023

This certificate is awarded to

CYNTHIA TOLENTINO

for the successful completion of

Heavy Vehicle Use Tax (HVUT) - 2021

by FLHSMV

1 Hours 0 Minutes

Date of Course Completion: 12/1/2023

This certificate is awarded to

CYNTHIA TOLENTINO

for the successful completion of

AAMVA FDR 2024: Birth Certificates

by External Training

0 Hours 30 Minutes

Date of Course Completion: 4/18/2024

This certificate is awarded to

CYNTHIA TOLENTINO

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: 4/18/2024

This certificate is awarded to

CYNTHIA TOLENTINO

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: 4/18/2024

This certificate is awarded to

CYNTHIA TOLENTINO

for the successful completion of

AAMVA FDR 2024: Counterfeits and Alterations

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/24/2024

This certificate is awarded to

CYNTHIA TOLENTINO

for the successful completion of

AAMVA FDR 2024: Driver Licenses and ID Cards

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/25/2024

This certificate is awarded to

CYNTHIA TOLENTINO

for the successful completion of

AAMVA FDR 2024: Internal Fraud for Staff

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/25/2024

This certificate is awarded to

CYNTHIA TOLENTINO

for the successful completion of

AAMVA FDR 2024: Introduction to Covert Features

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/25/2024

This certificate is awarded to

CYNTHIA TOLENTINO

for the successful completion of

AAMVA FDR 2024: Introduction to Fraud

by External Training

1 Hours 0 Minutes

Date of Course Completion: 4/26/2024

This certificate is awarded to

CYNTHIA TOLENTINO

for the successful completion of

AAMVA FDR 2024: Mexican Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 4/26/2024

This certificate is awarded to

CYNTHIA TOLENTINO

for the successful completion of

AAMVA FDR 2024: Military ID Cards

by External Training

0 Hours 30 Minutes

Date of Course Completion: 5/2/2024

This certificate is awarded to

CYNTHIA TOLENTINO

for the successful completion of

AAMVA FDR 2024: People and Actions

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/2/2024

This certificate is awarded to

CYNTHIA TOLENTINO

for the successful completion of

AAMVA FDR 2024: Security Features

by External Training

1 Hours 0 Minutes

Date of Course Completion: 5/2/2024

This certificate is awarded to

CYNTHIA TOLENTINO

for the successful completion of

AAMVA FDR 2024: Social Security Cards

by External Training

0 Hours 30 Minutes

Date of Course Completion: 5/2/2024

This certificate is awarded to

CYNTHIA TOLENTINO

for the successful completion of

AAMVA FDR 2024: Travel Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/2/2024

This certificate is awarded to

CYNTHIA TOLENTINO

for the successful completion of

AAMVA FDR 2024: Vehicle Identification Documents

by External Training

0 Hours 50 Minutes

Date of Course Completion: 5/9/2024

This certificate is awarded to

CYNTHIA TOLENTINO

for the successful completion of

AAMVA FDR 2024: US Immigration Documents

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/9/2024

This certificate is awarded to

CYNTHIA TOLENTINO

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: 5/9/2024

This certificate is awarded to

CYNTHIA TOLENTINO

for the successful completion of

AAMVA CDL 2024: Module 2 - Overview of the CDL Tests

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/16/2024

This certificate is awarded to

CYNTHIA TOLENTINO

for the successful completion of

AAMVA CDL 2024: Module 3 - CDL Knowledge Tests Overview

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/16/2024

This certificate is awarded to

CYNTHIA TOLENTINO

for the successful completion of

AAMVA CDL 2024: Module 4 - CKE End-of-Course Exam Overview

by External Training

0 Hours 45 Minutes

Date of Course Completion: 5/16/2024

Congratulations,
Cynthia Tolentino

on completing

**TCC 503 - COLLECTION AND DISTRIBUTION
OF PROPERTY TAXES AND SPECIAL
ASSESSMENTS**

Course Number: TC-0036C

on

December 12, 2024
30 credit hours





Congratulations,

Cynthia Tolentino

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

February 5, 2025
15 credit hours





The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team

Certifies that

Cynthia Tolentino

has successfully completed

TCC 501 - DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

Course Number: TC-0040C

March 5, 2025
30 credit hours





Congratulations,

Cynthia Tolentino

on completing

**TCC 002 - EFFECTIVE DECISION-MAKING
IN THE WORKPLACE**

Course Number: TC-0038C

on

March 12, 2025
10 credit hours





Congratulations,

Cynthia Tolentino

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

March 12, 2025
5 credit hours



This certificate is awarded to

CYNTHIA TOLENTINO

for the successful completion of

Information and Cyber Security Awareness for External Entities - 2025

by FLHSMV

0 Hours 30 Minutes

Date of Course Completion: 6/9/2025



Certification Application Checklist

Certified Florida Collector/Certified Florida Collector Assistant

Chapter 12D-19, F.A.C.

Name to Appear on Certificate:	Deborah Wasilewski		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Collier		Job Title: Clerk for Motorist Services	
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>		Reinstatement: <input type="checkbox"/>	
Certification Date:	09/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 09/01/08	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30	Attended Course
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
TCC 001 - Bankruptcy	15	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
Total Hours	120	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
-------------------------------------	--------------------------	-----	--------------------------	----

Notes:

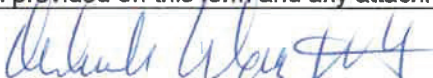


**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2
TC

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Deborah Wasilewski					
Business email address: dwasilewski@colliertax.com			Business phone number: 239-252-1176		
Job title: Clerk for Motorist Services					
Employed by: Collier County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Collier County Tax Collector					
Your Title: Clerk for Motorist Services			Employment Dates: 09/01/2008-current		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC-0037C	TCC 001 Bankruptcy	15	TC 0038C	TCC 002 Effective Decision Making in the Workplace	10
TC 0039C	TCC 003 Customer Service Training	5	TC 0040C	TCC 501 Duties and Responsibilities of Fla. 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: 8/28/25	



**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2
TC

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Deborah Wasilewski					
Business email address: dwasilewski@colliertax.com				Business phone number: 239-252-1176	
Job title: Clerk in Motorist Services					
Employed by: Collier County Tax Collector					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Collier County Tax Collector					
Your Title: Clerk in Motorist Services				Employment Dates: 09/01/2008 -Present	
Employer:					
Your Title:				Employment Dates:	
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC 0036C	TCC 503 Collection and Dist. of Property Taxes and Special Assessments	30	TC 0042C	TCC 504 Collection of Licenses, Taxes, and Fees	30
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: <i>Deborah Wasilewski</i>				Date: 8/28/25	

Congratulations,

Debbie Wasilewski

on completing

**TCC 002 - EFFECTIVE DECISION-MAKING IN
THE WORKPLACE**

Course Number: TC-0038C

on

October 4, 2024
10 credit hours



Congratulations,

Debbie Wasilewski

on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

October 7, 2024
5 credit hours





The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team

Certifies that

Deborah Wasilewski

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C

March 3, 2025
30 credit hours





The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team

Certifies that

Deborah Wasilewski

has successfully completed

**TCC 504 - COLLECTION OF LICENSES,
TAXES, AND FEES**

Course Number: TC-0042C

June 27, 2025
30 credit hours





Congratulations,

Deborah Wasilewski

on completing

**TCC 503 - COLLECTION AND
DISTRIBUTION OF PROPERTY TAXES
AND SPECIAL ASSESSMENTS**

Course Number: TC-0036C

on

July 29, 2025
30 credit hours





Congratulations,

Deborah Wasilewski

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

August 25, 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:	Cristy Watson		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Jackson		Job Title: Tag Supervisor/Administrative Assistant	
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>		Reinstatement: <input type="checkbox"/>	
Certification Date:	08/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 06/21/04	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30	Attended Course
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
Total Hours	120	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
-------------------------------------	--------------------------	-----	--------------------------	----

Notes:



Application for
Florida Professional Certification
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2
TC

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): <u>Cristy Watson</u>					
Business email address: <u>cristywatson@jacksonctc.com</u>				Business phone number: <u>850-482-9653</u>	
Job title: <u>Tag Supervisor/ Administrative Assistant</u>					
Employed by: <u>Jackson County Tax Collector, Mary Carol Murdock</u>					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: <u>Mary Carol Murdock</u>					
Your Title: <u>Jackson County Tax Collector</u>				Employment Dates: <u>06/21/2004 - Present</u>	
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	TCC504 Collection of Licenses, Taxes and Fees	30	TC-0040C	TCC501 Duties and Responsibilities of Florida Tax Collectors	30
TC-0041C	TCC502 Management of a Florida Tax Collector's Office	30	TC-0036C	TC503 Collection / Distribution of Property Taxes and Special Assessments	30
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: <u>Cristy Watson</u>				Date: <u>07/31/2025</u>	

Florida Department of Revenue

Tallahassee, Florida

Property Tax Administration Program

Certifies that

Cristy Watson

has successfully completed the course TCC 504,
Collection of Licenses, Taxes and Fees,
August 20 – 24, 2007.

Thirty Contact Hours



*Jim Zingale, Executive Director
Florida Department of Revenue*



*James McAdams, Chairman
Admissions Committee*

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team

Certifies that

Cristy Watson

has successfully completed

**TCC 501 - DUTIES AND RESPONSIBILITIES
OF FLORIDA TAX COLLECTORS**

Course Number: TC-0040C

February 7-10, 2022
30 credit hours



The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team

Certifies that

Cristy Watson

has successfully completed

**TCC 502 - MANAGEMENT OF A FLORIDA
TAX COLLECTOR'S OFFICE**

Course Number: TC-0041C

September 18-21, 2023
30 credit hours





Congratulations,
Cristy Watson

on completing

**TCC 503 - COLLECTION AND
DISTRIBUTION OF PROPERTY TAXES
AND SPECIAL ASSESSMENTS**

Course Number: TC-0036C

on

July 25, 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:	Jennifer Wittman		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Clay		Job Title:	Lead Customer Service Representative
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>		Reinstatement: <input type="checkbox"/>	
Certification Date:	08/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 05/10/21	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30	Attended Course
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
Total Hours	120	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
-------------------------------------	--------------------------	-----	--------------------------	----

Notes:

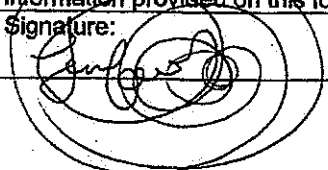


**Application for
Florida Professional Certification
Property Tax Oversight Certification and Training**

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2
TC

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): Jennifer Wittman					
Business email address: 477 Houston St Green Cove Spgs., FL 3204			Business phone number: 904-284-6320		
Job title: Lead Customer Service Representative					
Employed by: Clay County Tax Collector, Diane Hutchings					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification -- If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: Clay County Tax Collector					
Your Title: Lead Customer Service Representative			Employment Dates: 05/10/21 - 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	Duties and Responsibilities	30	TC-0036C	Collection and Distribution of Prop. Tax	30
TC-0041C	Leadership and Management Skills	30	TC-0042C	Collections of Licenses, Taxes and Fees	30
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: 				Date: 7/18/25	

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team

Certifies that

Jennifer L Wittman

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



Congratulations,
Jennifer L Wittman

on completing

**TCC 503 - COLLECTION AND DISTRIBUTION
OF PROPERTY TAXES AND SPECIAL
ASSESSMENTS**

Course Number: TC-0036C

on

December 20, 2024
30 credit hours





The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team

Certifies that

Jennifer L Wittman

has successfully completed

TCC 501 - DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

Course Number: TC-0040C



March 6, 2025
30 credit hours



The Florida Department of Revenue

Property Tax Oversight, Certification and Training Team

Certifies that

Jennifer L Wittman

has successfully completed

**TCC 504 - COLLECTION OF LICENSES,
TAXES, AND FEES**

Course Number: TC-0042C

July 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:	Darlynn Wosyluk		
Previous Name(s)(if applicable):			
Documentation Included:			
County: Volusia	Job Title: Assistant Branch Manager		
Certification Requested:	Certified Florida Collector Assistant		
Initial: <input checked="" type="checkbox"/>	Reinstatement: <input type="checkbox"/>		
Certification Date:	08/01/25		

Application	
<input checked="" type="checkbox"/>	Application with Required Signatures
<input checked="" type="checkbox"/>	Application Fee
<input checked="" type="checkbox"/>	Courses Listed on Application
<input checked="" type="checkbox"/>	Employment Dates Listed
<input checked="" type="checkbox"/>	Includes Current Employment
<input checked="" type="checkbox"/>	Two Years of Experience with an Applicable Office
From: 01/01/21	To: Present
From:	To:

Course Information		
Course Name	Hours Credited	Documentation
30-hours per 12D-19.003(3)(a)		
TCC 501 - Duties and Responsibilities of Florida Tax Collectors	30	Attended Course
90-hours per 12D-19.003(3)(b)		
TCC 502 - Management of a Florida Tax Collector's Office	30	Attended Course
TCC 503 - Collection and Distribution of Property Taxes and Special Assessments	30	Attended Course
TCC 504 - Collection of Licenses, Taxes and Fees	30	Attended Course
TCC 001 - Bankruptcy	15	Attended Course
TCC 002 - Effective Decision Making	10	Attended Course
TCC 003 - Customer Service Training	5	Attended Course
Total Hours	150	

Committee recommends certification:	<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
-------------------------------------	--------------------------	-----	--------------------------	----

Notes:



FLORIDA

**Application for
Florida Professional Certification**
Property Tax Oversight Certification and Training

DR-4001
N. 10/21
Rule 12D-16.002, F.A.C.
Effective 10/21
Page 1 of 2
TC

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): <u>Darlyn Wosyluk</u>					
Business email address: <u>DWosyluk@vctaxcollector.org</u>			Business phone number: <u>386-254-4610</u>		
Job title: <u>Assistant Branch Manager</u>					
Employed by: <u>Volusia County Tax Collector</u>					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser		<input type="checkbox"/> Certified Florida Evaluator		<input type="checkbox"/> Certified Cadastralist of Florida	
<input type="checkbox"/> Certified Florida Collector		<input checked="" type="checkbox"/> Certified Florida Collector Assistant			
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: <u>Volusia County Tax Collector</u>					
Your Title: <u>Assistant Branch Manager</u>			Employment Dates: <u>Jan 2021 - present</u>		
Employer:					
Your Title:			Employment Dates:		
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser license issued by the Florida Real Estate Appraisal Board for one or more courses, list your license number and license type below. Attach a copy of the license.					
No.	Course Title	Hours	No.	Course Title	Hours
TC 0041C	TC 502 - Leadership and management skills in a Florida Tax Collector's Office	30	TC 0038C	TC-002 Effective Decision-Making in the Work Place	10
TC 0040C	TC 501 Duties and Responsibilities of Florida Tax Collectors	30	TC 0042C	TC 504 Collections of License, Taxes & Fees	30
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: <u>Darlyn Wosyluk</u>				Date: <u>8/6/25</u>	



**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 2 of 2
TC

Each person applying for a Florida professional certification, annual recertification, or reinstatement of a Florida professional certification must complete an *Application for Florida Professional Certification*. If you are applying for more than one professional certification, you must complete a separate application for each designation. **Submit your completed application and pay the required fee to the Department using**

Property Tax Oversight Certification and Training Online Registration at
http://floridarevenue.com/property/Pages/Cofficial_Training_RegistrationAndPayment.aspx

Reason for Applying <u>Advancement in employment with Volusia County Tax Collector</u>					
<input checked="" type="checkbox"/> Initial Certification - \$25 fee <input type="checkbox"/> Annual Recertification - \$5 fee <input type="checkbox"/> Reinstatement of Certification - \$5 fee					
Applicant Information					
Applicant's name (as you would like it to appear on the certificate): <u>Darlynn Wosyluk</u>					
Business email address: <u>Dwosyluk@vctaxcollector.org</u>	Business phone number: <u>386-254-4610</u>				
Job title: <u>Assistant Branch Manager</u>					
Employed by: <u>Volusia County Tax Collector</u>					
I have completed the required hours of approved courses and passed any required examinations for the certification, recertification, or reinstatement for the following designation:					
<input type="checkbox"/> Certified Florida Appraiser <input type="checkbox"/> Certified Florida Evaluator <input type="checkbox"/> Certified Cadastralist of Florida <input type="checkbox"/> Certified Florida Collector <input checked="" type="checkbox"/> Certified Florida Collector Assistant					
Experience for Certification – If you are applying for your initial certification , list at least two years' experience in a Florida property appraiser's office, Florida tax collector's office, or with the Florida Department of Revenue (attach additional pages as necessary). If you are applying for recertification or for reinstatement , provide your current employer and employment dates.					
Employer: <u>Volusia County Tax Collector</u>	Your Title: <u>Assistant Branch Manager</u>				
Employment Dates: <u>Jan 2021 - Present</u>					
Employer: <u>Volusia County Tax Collector</u>					
Your Title: <u>Assistant Branch Manager</u>					
Employment Dates: <u>Jan 2021 - Present</u>					
Approved Courses – List each course you have successfully completed for the certification, recertification, or reinstatement for which you are applying (attach additional pages as necessary). Attach documentation verifying completion of each approved course. If you are substituting your Certified Residential Appraiser license or Certified General Appraiser 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	TC 003 Customer Service Training	5	TC-0037C	Bankruptcy Course	15
TC 0030C	TC 503 Collection and Distribution of Property Taxes and Special Assessments	30			
Applicant Signature					
I am requesting approval for Florida professional certification, recertification, or reinstatement. I certify that all of the information provided on this form and any attachments are true and correct to the best of my knowledge.					
Signature: <u>Darlynn Wosyluk</u>				Date: <u>8/6/25</u>	

The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team

Certifies that

Darlynn Starr Wosyluk

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

Darlynn Starr Wosyluk

has successfully completed

**TCC 501 - DUTIES AND
RESPONSIBILITIES OF FLORIDA TAX
COLLECTORS**

Course Number: TC-0040C



March 3, 2025
30 credit hours



Congratulations,

Darlynn Starr Wosyluk

on completing

TCC 001 - BANKRUPTCY

Course Number: TC-0037C

on

April 17, 2025
15 credit hours





Congratulations,

Darlynn Starr Wosyluk

on completing

**TCC 002 - EFFECTIVE DECISION-MAKING
IN THE WORKPLACE**

Course Number: TC-0038C

on

May 7, 2025
10 credit hours





The Florida Department of Revenue
Property Tax Oversight, Certification and Training Team

Certifies that

Darlynn Starr Wosyluk

has successfully completed

**TCC 504 - COLLECTION OF LICENSES,
TAXES, AND FEES**

Course Number: TC-0042C

June 30, 2025
30 credit hours





Congratulations,

Darlynn Starr Wosyluk

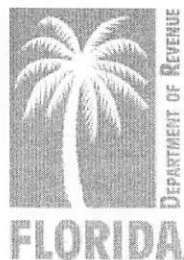
on completing

TCC 003 - CUSTOMER SERVICE TRAINING

Course Number: TC-0039C

on

July 23, 2025
5 credit hours





Congratulations,

Darlynn Starr Wosyluk

on completing

**TCC 503 - COLLECTION AND
DISTRIBUTION OF PROPERTY TAXES
AND SPECIAL ASSESSMENTS**

Course Number: TC-0036C

on

August 6, 2025
30 credit hours

