



## TCC 504 - Collection of Licenses, Taxes, and Fees June 23-26, 2026

The Florida Department of Revenue (Department) is excited to offer the following course at the Capital Circle Office Complex in Tallahassee, Florida.

### ABOUT TCC 504 - COLLECTION OF LICENSES, TAXES, AND FEES

This course teaches the tax collector's responsibilities as an agent for the Florida Department of Highway Safety and Motor Vehicles (FLHSMV). Course Capacity: 100 registrants

### COURSE REGISTRATION

Registrations are accepted on a first-come, first-served basis, with payment required at registration. The registration fee is \$342. Registrants submit payment for the course via the online registration site. The course may reach capacity prior to the registration deadline of June 1, 2026, so **early registration is recommended**. Once registered, the student will receive a confirmation email from [PTOTraining@floridarevenue.com](mailto:PTOTraining@floridarevenue.com).

Registrations submitted via mail must include a screenshot of the screen fields completed for each student on the online registration site, which serves as the registration form. **Registrations submitted via mail that are received after the June 1, 2026, deadline, or after the course reaches capacity, will not be accepted.** The Department recommends that registrants either submit registrations online or mail with a tracking method to ensure delivery before the June 1, 2026, deadline. Contact [PTOTraining@floridarevenue.com](mailto:PTOTraining@floridarevenue.com) for the registration mailing address.

[Click here to register](#)

### COURSE MATERIALS

Course materials will be distributed in the classroom. A digital copy will be available for download.

### COURSE LOCATION AND SCHEDULE

This course is conducted live at the Department of Revenue Capital Circle Office Complex Building 2, Room 1250. This is a secure office complex. Government ID is required, and all attendees must observe office parking rules. The office complex is 3.2 miles from the contracted hotel. The course begins at 8:30 a.m. ET on June 23, 2026, and ends June 26, 2026, by 2:30 p.m. ET.

### HOTEL RESERVATION

A block of rooms is reserved at the Springhill Suites Tallahassee, located at 1300 Executive Center Drive, Tallahassee, Florida. All reservations must be guaranteed with a major credit card by June 1, 2026, to receive the group rate of \$149 single/double.

**Make reservations early, as the group block may fill before the June 1, 2026, deadline.**

For your reservation to be tax exempt, you must reserve your room directly with the hotel and pay with a government-issued credit card or check, along with the corresponding tax-exempt certificate. Hotel room rates are subject to applicable state and local taxes and county fees in effect at the time of check-in at the front desk.

**To reserve a hotel room via phone,** call 850-325-1103 and ask to book with the 2026 Tax Collector group room rate.

[Click here to reserve at group rate](#)

### CANCELLATIONS, REFUNDS, AND EXAM RESULTS

Visit the [Certification and Training webpage](#) for info on cancellations, refunds, and exam results.