

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

Agenda and Meeting Materials  
March 24, 2021

DEPARTMENT OF REVENUE

NOTICE OF PUBLIC MEETING

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

DATE AND TIME: March 24, 2021, 3:00 pm EDT

PLACE: 2450 Shumard Oak Boulevard, Building 2, Room 3503, Tallahassee, Florida 32399.

**SPECIAL COVID-19 CONSIDERATIONS:** The Governor of the State of Florida has declared a state of emergency due to the COVID-19 pandemic. To minimize exposure to COVID-19 and help protect visitors and employees, Department offices are temporarily closed to the public. If Department offices remain closed to the public at the time of this meeting due to the COVID-19 pandemic, the meeting will take place only via conference call. Anyone wishing to participate in this public meeting must participate via a telephone conference call using the number (888) 585-9008 and Conference Room Number 617 774 676. Additional updates, including any potential developments regarding the closure status of Department offices, may be found on the Department's website at: <https://floridarevenue.com>

**GENERAL SUBJECT MATTER TO BE CONSIDERED:**

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

A copy of the meeting agenda may be obtained by contacting: Kelly McLane, Property Tax Oversight program, Department of Revenue, PO Box 3294, Tallahassee, FL 32315-3294, 850-941-6024, [kelly.mclane@floridarevenue.com](mailto: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](mailto: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](mailto:kelly.mclane@floridarevenue.com).



**CERTIFIED FLORIDA COLLECTOR  
ADMISSIONS AND CERTIFICATIONS COMMITTEE**



**MEETING**

**Florida Department of Revenue – Property Tax Oversight  
March 24, 2021 3:00 p.m., EDT\***

2450 Shumard Oak Boulevard, Building 2, Room 3503  
Tallahassee, Florida 32399  
888-585-9008  
Phone Conference Room ID 617-774-676

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**Committee Members:**

Sue Harlan, Chair, Program Director, Property Tax Oversight, Florida Department of Revenue  
John Powers, C.F.C., President, Florida Tax Collectors Association  
Lisa Cullen, C.F.C.  
Dennis Hollingsworth, C.F.C.  
Sharon Jordan, C.F.C.  
Vickie Potts, C.F.C.  
Rhonda Skipper, C.F.C.  
Becky Smith, C.F.C.  
Celeste Watford, C.F.C.  
Eric Zwayer, C.F.C.

**AGENDA**

**Welcome:** Chair (5 minutes)

**Roll call:** Secretary (3 minutes)

**December 2, 2020 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)

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**\*This is a public meeting.** To minimize exposure to COVID-19 and help protect visitors and employees, Department offices are temporarily closed to the public. If Department offices remain closed to the public at the time of this meeting, the meeting will take place only via conference call. Anyone wishing to participate should call in to (888) 585-9008, Conference Room Number 617 774 676.

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](mailto:PTOTraining@floridarevenue.com). In the subject line of your email, please use "March 24, 2021 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.

CERTIFIED FLORIDA COLLECTOR ADMISSIONS  
AND CERTIFICATIONS COMMITTEE MEETING  
FLORIDA DEPARTMENT OF REVENUE  
PROPERTY TAX OVERSIGHT

DATE: December 2, 2020  
TIME: 3:00 p.m. to 3:08 p.m.  
LOCATION: Via Teleconference

Reported by:

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

## P R O C E E D I N G S

- - -

THE CHAIR: Good afternoon, everyone. Welcome to the Certified Florida Collector Admissions and Certifications Committee. My name is Patrick Creehan. I am the Deputy 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.

Ms. Rachel Goldstein, who is a Department attorney, is also on the line with us today. Also here physically and on the line are Property Tax Oversight program folks in the Department of Revenue.

Will our staff members please introduce themselves by stating their names and their respective titles?

MS. MILLER: Yes. Meghan Miller,

1 Intra-Departmental Projects Administrator.

2 MS. McLANE: Kelly McLane, Intra-Departmental  
3 Projects Administrator.

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

6 THE CHAIR: Thank you.

7 If you are part of the public participating by  
8 telephone today and want to submit a written  
9 comment, please send an email to, all one word,  
10 ptotraining@floridarevenue.com.

11 In the subject line of your email, please use  
12 "December 2nd Committee Meeting." We are  
13 monitoring that email account during the meeting  
14 and we will read aloud any and all comments we  
15 receive during the meeting.

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

19 Meghan, as secretary of the committee, will you  
20 please call the roll?

21 MS. MILLER: Patrick Creehan?

22 THE CHAIR: Here.

23 MS. MILLER: John Powers?

24 MR. POWERS: Present.

25 MS. MILLER: Larry Hart?

1 MR. HART: Here.

2 MS. MILLER: Dennis Hollingsworth?

3 MR. HOLLINGSWORTH: Here.

4 MS. MILLER: Sharon Jordan?

5 MS. JORDAN: Here.

6 MS. MILLER: Vickie Potts?

7 MS. POTTS: Here.

8 MS. MILLER: Rhonda Skipper?

9 MS. SKIPPER: Here.

10 MS. MILLER: Becky Smith?

11 MS. SMITH: Here.

12 MS. MILLER: Celeste Watford?

13 MS. WATFORD: Here.

14 MS. MILLER: And Eric Zwayer?

15 MR. ZWAYER: Here.

16 THE CHAIR: Thank you.

17 According to Rule 12-9.002(3), Florida  
18 Administrative Code, five members of the Admissions  
19 and Certifications Committee constitute a quorum.  
20 Meghan, do we have a quorum today?

21 MS. MILLER: Yes.

22 THE CHAIR: Thank you.

23 Our first order of business today is the  
24 approval of the March 4th, 2020, Certified Florida  
25 Collector Admissions and Certifications Committee.

1 Do I have a motion to approve the March 4th, 2020,  
2 committee meeting minutes? And if you could,  
3 please state your name if you make a motion.

4 MS. JORDAN: I'll make a motion. Sharon  
5 Jordan.

6 MR. ZWAYER: Second. Eric Zwayer.

7 THE CHAIR: Thank you. All those in favor,  
8 indicate by saying "Aye."

9 (Ayes.)

10 THE CHAIR: All opposed "Nay."

11 (No response.)

12 THE CHAIR: The motion passes.

13 Our next item of business is the presentation  
14 and recommendation of the applicants.

15 The program posted the list of applicants,  
16 along with the completed applications, on the  
17 Department's website and sent the meeting materials  
18 link to each of you.

19 Each application has a checklist at the front  
20 to assist you in review of the applicants. This  
21 checklist has the certification criteria as  
22 required by Rule Chapter 12-9 of the Florida  
23 Administrative Code.

24 Meghan, will you please list the requirements  
25 of the Certified Florida Collector and Certified

1 Florida Collector Assistant designations?

2 MS. MILLER: Yes. The qualifications for the  
3 Certified Florida Collector and Certified Florida  
4 Collector Assistant include at least two years of  
5 experience with a Florida tax collector's office,  
6 property appraiser's office, or the Florida  
7 Department of Revenue, at least 120 hours of  
8 approved education, and current employment with a  
9 Florida tax collector's or property appraiser's  
10 office or the Florida Department of Revenue. The  
11 Certified Florida Collector designation is reserved  
12 for the county official.

13 THE CHAIR: Thank you, Meghan.

14 Now I need for each Committee Member to  
15 individually answer the following question on the  
16 record. After I read the question, Meghan will  
17 call the name of each member. Please state your  
18 answer as "yes" or "no."

19 Are you aware of any facts, situations, or  
20 reasons which you feel may disqualify or otherwise  
21 make it improper for you to hear and deliberate on  
22 any of the applicants scheduled to be reviewed  
23 today?

24 MS. MILLER: Patrick Creehan?

25 THE CHAIR: No.

1 MS. MILLER: John Powers?  
2 MR. POWERS: No.  
3 MS. MILLER: Larry Hart?  
4 MR. HART: No.  
5 MS. MILLER: Dennis Hollingsworth?  
6 MR. HOLLINGSWORTH: No.  
7 MS. MILLER: Sharon Jordan?  
8 MS. JORDAN: No.  
9 MS. MILLER: Vickie Potts?  
10 MS. POTTS: No.  
11 MS. MILLER: Rhonda Skipper?  
12 MS. SKIPPER: No.  
13 MS. MILLER: Becky Smith?  
14 MS. SMITH: No.  
15 MS. MILLER: Celeste Watford?  
16 MS. WATFORD: No.  
17 MS. MILLER: Eric Zwayer?  
18 MR. ZWAYER: No.  
19 THE CHAIR: Thank you.  
20 Do any of the committee members have anything  
21 specifically they wish to discuss about the  
22 applicants' credentials?  
23 (No response.)  
24 THE CHAIR: Hearing no comment, we'll move on.  
25 Thank you. Does the public have any comments on



1           any of the applicants? If you are attending by  
2           telephone, please send us an email so we can  
3           recognize you. Again, that email is, all one word,  
4           ptotraining@floridarevenue.com.

5           We'll give it a minute here. Kelly, have you  
6           received any email comments as this meeting as been  
7           progressing?

8           MS. McLANE: No, sir.

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

15          MR. POWERS: So moved. John Powers.

16          MR. HART: Second. Larry Hart.

17          THE CHAIR: Okay. All in favor, indicate by  
18          saying "Aye."

19          (Ayes.)

20          THE CHAIR: Any opposed, indicate by saying  
21          "Nay."

22          (No response.)

23          THE CHAIR: The motion passed. Let the record  
24          reflect that the committee has recommended all  
25          applicants for certification. Congratulations to

1 the new Certified Florida Collectors and Certified  
2 Florida Collector Assistants.

3 The professional designees will receive  
4 documentation of their certification from the  
5 Department.

6 And real briefly before we move on to  
7 adjournment, we would like to thank you here at the  
8 ORPTO, Mr. Larry Hart, who is retiring. We thank  
9 you for your services committee and we wish you the  
10 best of luck going forward.

11 MR. HART: Thank you.

12 THE COURT: You are welcome.

13 That concludes the agenda for the Certified  
14 Florida Collector Admissions and Certifications  
15 Committee Meeting. Again, thank you all very much.

16 We had a hundred percent participation by both  
17 groups today. I really thank you. That's  
18 fantastic. We thank you for that. We thank you  
19 for your leadership. We are adjourned.

20 (Proceedings concluded at 3:08 p.m.)

21 \* \* \*

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2  
3 CERTIFICATE OF REPORTER

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

8 Dated this 14th day of December, 2020, at  
9 Tallahassee, Leon County, Florida.

10  
11 Peggy L. Ward  
12 Peggy L. Ward, Court Reporter  
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## AAMVA CDL

Curriculum • FLHSMV • 5 hours, 30 minutes

[Request](#)[Open Curriculum Player](#)

This training curricula contains the AAMVA CDL training modules.

### Available Languages

English (US)

### Version

2.0

### Subjects

Driver License

## Curriculum



### AAMVA CDL 2015: Orientation

This purpose of this course serves as an introduction to the Commercial Knowledge Examiner Training Program provided by AAMVA. Upon completion of this training program, CDL Knowledge Examiners will be provided with a fundamental understanding of the objectives of the CDL testing program, and gain al... [read more](#)



### AAMVA CDL 2015: Module 1 - Introduction to CDL Licensing

The purpose of this course is to acquaint you with the basic understanding of the history and rationale of the Commercial Motor Vehicle Safety Act of 1986 and the Motor Carrier Safety Improvement Act of 1999. This will include a description of the drivers covered by the CDL program, CDL vehicle cla... [read more](#)



### AAMVA CDL 2015: Module 2 - Overview of the CDL Tests

The purpose of this course is to describe how CDL tests directly reflect the CDL classifications and endorsements. The need for a representative vehicle will also be explained and you will understand the need for CDL test validity and reliability.



### AAMVA CDL 2015: Module 3 - CDL Knowledge Tests

The purpose of this course is to provide a basic understanding of the jurisdiction's knowledge test system and how it is implemented.



### AAMVA CDL 2015: Module 4 - CKE End-of-Course Exam

The purpose of this course is to provide you with a clear understanding of the training and examination requirements defined in Federal regulations; and to demonstrate that you have a firm understanding of the knowledge, skills and attitudes necessary to become a commercial knowledge examiner by successfully completing an end of course exam.



### AAMVA CDL 2015: Module 5 - CKE Course Completion

The purpose of this course is to discuss examiner responsibilities, procedures for documentation and reporting, jurisdictional policies and procedures and to review the driver license examiner code of ethics.



**MARCH 24, 2021**

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

**CERTIFIED FLORIDA COLLECTOR ASSISTANT**

ROSA BUSTILLOS WONG  
CAMILLE BUTTACAVOLI  
STACI CAMPBELL  
YOANSKI CASTELLON  
RACHAEL CROSBY  
EUSTACE FERDINAND  
DWIGHT FOREST  
OLGA GARCIA  
DEBORAH GEE  
ZACHARY GREEN  
TRACY GRIFFITH  
DAE-LEZA HALL  
TIFFANY HARNED  
MARTHA HERNANDEZ

FARICES HOLMES-CUYLER  
JOSEY JEAN-BAPTISTE  
TAMEKA JORDAN  
RAJJANLAL KANAUJIA  
THOMAS LACKEY  
MARVIS MATHIS  
NICOLE MCARTHUR  
CHERYL MITCHELL  
TAMMY MONTGOMERY  
JUAN OJEDA  
JOHANN PENA  
ADOLFO ROA  
FRANK RODRIGUEZ  
RACHEL ROGERS

AMANDA SOLER  
LELAND SQUIRES  
NANCY STEIN  
LUCIEN SYKES, V  
SHANNON THOMAS  
CHELSEA TURNER  
MONICA USHER  
ABIGAIL VAUGHN  
CANDACE WESSELS  
TINA WHITE  
KELLIE WILDE

# CERTIFICATION APPLICATION CHECKLIST

Chapter 12-9, F.A.C.



Name to appear on certificate:

Rosa Elena Bustillos Wong

Previous Name(s)(if applicable) ☒ documentation included

Rosa Elena Bustillos

County: Dade

Job Title: Accountant 2

Certification Requested: Certified Florida Collector Assistant ☒ Initial ☐ Reinstatement

## **Application**

☒ Application with required signatures

☒ Application fee

☒ Courses listed on application

☒ Employment dates listed

☒ Include current employment

☒ Two years of experience with an applicable office

From: 9/1/09 to Present

From: to

Course Information		
Course Name	Hours Credited	Certificate Included
<b>Required Course 1</b>		
TCC 501 – Duties and Responsibilities of Florida Tax Collectors	30.00	YES
<b>Required Course 2 (if applicable)</b>		
<b>Additional Courses</b>		
TCC 504 – Collection of Licenses, Taxes and Fees	30.00	YES
TCC 001 – Bankruptcy	15.00	YES
TCC 002 – Effective Decision Making	10.00	YES
TCC 003 – Customer Service	5.00	YES
TCC 503.01 – Current Ad Valorem Taxes	4.00	YES
TCC 503.02 – Tangible Personal Property	4.00	YES
TCC 503.03 – Non-Ad Valorem Assessments	4.00	YES
TCC 503.04 – Delinquent Taxes	4.00	YES
TCC 503.05 - Refunds	4.00	YES
TCC 503.06 – Annual Tax Rolls	4.00	YES
TCC 503.07 - Tax Deeds	2.00	YES
TCC 503.08 - Mapping Basics	2.00	YES
TCC 503.09 - Distribution of Taxes	2.00	YES
<b>TOTAL HOURS</b>	<b>120.00</b>	

**Committee recommends certification.** ☐ Yes ☐ No

NOTES: One certificate was issued to Rosa Bustillos rather than Rosa Bustillos Wong. Confirmed this is the same person.



Application for Certified Florida Collector  
or Certified Florida Collector Assistant

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

Property Tax Oversight Program  
Florida Department of Revenue

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

Signature

Title

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

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

(Make checks payable to Florida Department of Revenue)

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

Name Bustillos Wong Rosa Elena

(Last)

(First)

(Middle)

E-mail Address Rosa.Bustillos2@miamidade.gov

Business Phone Number 305-375-3630

Employed By Miami-Dade County

Job Title Accountant 2

Name of High School Dolores Sucre Guayaquil, Ecuador Graduated? ☒ Yes ☐ No

Name of College CAU University Miami, Florida Graduated? ☒ Yes ☐ No

Professional Organizations (in the collection field) \_\_\_\_\_

List below all tax collection courses and **enclose a copy of the certificate of completion** TCC 001 Bankruptcy Course;

TCC 002 Effective Decision Making; TCC 003 Customer Service Course; TCC 501 Duties and Responsibilities of Florida Tax Collectors; TCC 503

Collection and Distribution of Property Taxes and Special Assessments; TCC 504 The Collection of Licenses, Taxes and Fees

Professional Designations Member of ASPA; Golden Key International Honor Society; The National Society of leadership and Success

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

Name of Employer Miami-Dade County

Your Title Accountant 2 at Tax Collector Office From September/ 2009 To Present

Name of Employer \_\_\_\_\_

Your Title \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

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

Signed:

Date: 8/4/2020

*The Florida Department of Revenue*

*Property Tax Oversight, Certification and Training Team*



*Certifies that*

***Rosa Bustillos***

*has successfully completed*

***DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS***

***TCC 501, 30 Hours***

***January 27-31, 2020***



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



*Certifies that*

*Rosa Bustillos Wong*

*has successfully completed*

*THE COLLECTION OF LICENSES, TAXES AND FEES*

*TCC 504, 30 Hours*

*July 6-29, 2020*

# Congratulations

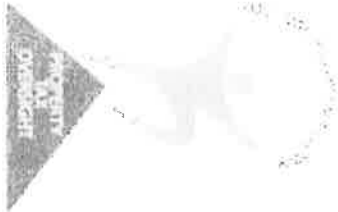
Rosa Elena Bustillos Wong

on completing the

**TCC 001 Bankruptcy** course on

8/25/2016

*15 credit hours*



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TCC 002 Effective Decision Making Ims

Resources Menu Notes

# Congratulations

Rosa Elena Bustillos Wong

on completing the

**TCC 002 Effective Decision Making course on**

8/26/2016

*10 credit hours*



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Customer Service lms

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# Congratulations

Rosa Elena Bustillos Wong

on completing the

**TCC 003 Customer Service** course on

8/26/2016

*5 credit hours*

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TCC 503.01 lms

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# Congratulations

Rosa Elena Bustillos Wong

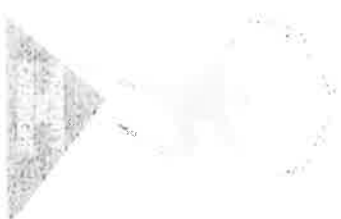
on completing the

TCC 503 Current Ad Valorem Taxes

course on

8/31/2016

4 credit hours



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TCC 503.02 lms

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# Congratulations

Rosa Elena Bustillos Wong

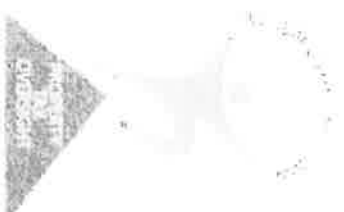
on completing the

**TCC 503 Tangible Personal Property**

course on

8/29/2016

*4 credit hours*



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TCC 503.03 lms

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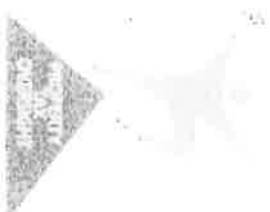
Rosa Elena Bustillos Wong

on completing the

TCC 503 Non-Ad Valorem Assessments course on

8/30/2016

4 credit hours



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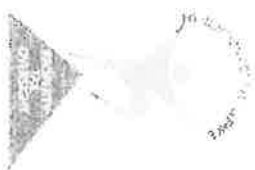
Rosa Elena Bustillos Wong

on completing the

**TCC 503 Delinquent Taxes course on**

8/30/2016

4 credit hours



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Primer help



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TCC 503.05 lms

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# Congratulations

Rosa Elena Bustillos Wong


on completing the

**TCC 503 Refunds**

course on

8/30/2016

4 credit hours



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TCC 503.06 lms

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# Congratulations

Rosa Elena Bustillos Wong

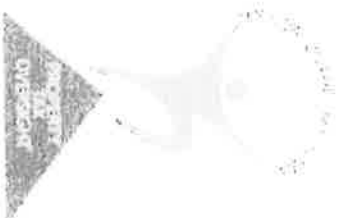
on completing the

TCC 503 Annual Tax Roll

course on

8/30/2016

4 credit hours

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TCC 503.07 lms

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## Congratulations

Rosa Elena Bustillos Wong

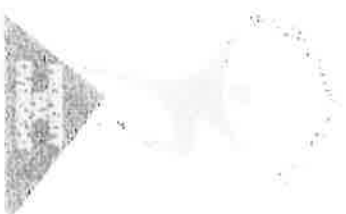
on completing the

TCC 503 Tax Deeds

course on

8/30/2016

2 credit hours

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TCC 503.08 lms

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# Congratulations

Rosa Elena Bustillos Wong

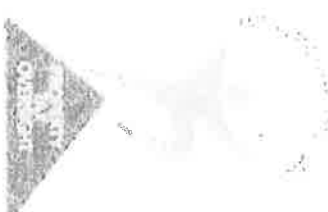
on completing the

## TCC 503 Mapping Basics

course on

8/30/2016

2 credit hours



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TCC 503.09 lms

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# Congratulations

Rosa Elena Bustillos Wong



on completing the

## TCC 503 Distribution of Taxes

course on

8/30/2016

2 credit hours



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No. 34 371 504

DEPARTMENT OF HOMELAND SECURITY

NATURALIZATION

Personal description of holder  
as of date of naturalization:

Date of birth: **DECEMBER 15, 1965**

Sex: **FEMALE**

Height: **5 feet 4 <sup>1</sup>/<sub>2</sub> inches**

Marital status: **SINGLE**

Country of former nationality:  
**ECUADOR**

USCIS Registration No. **A098737847**

I certify that the description given is true, and that the photograph affixed  
hereto is a likeness of me.

*Rosa E Bustillos Wong*

(Complete and true signature of holder)

Be it known that, pursuant to an application filed with the Secretary of  
Homeland Security,

at: **MIAMI, FLORIDA**

The Secretary having found that:

**ROSA ELENA BUSTILLOS WONG**

residing at: **MIAMI, FLORIDA**

having complied in all respects with all of the applicable provisions of the  
naturalization laws of the United States, being entitled to be admitted as  
a citizen of the United States, and having taken the oath of allegiance at a  
ceremony conducted by

**U.S. CITIZENSHIP AND IMMIGRATION SERVICES**

at: **MIAMI, FLORIDA**

on: **APRIL 27, 2011**

such person is admitted as a citizen of the United States of America.

*Alfonso N. Mayrhofer*, Director

U. S. Citizenship and Immigration Services



*Rosa E Bustillos Wong*

## Chapter 12-9, F.A.C.



Name to appear on certificate:

Camille Buttacavoli

Previous Name(s)(if applicable) ☐ documentation included

County: Brevard

Job Title: Lead Specialist

Certification Requested: Certified Florida Collector Assistant ☒ Initial ☐ Reinstatement

## Application

- ☑ Application with required signatures
- ☑ Application fee
- ☑ Courses listed on application
- ☑ Employment dates listed
  - ☑ Include current employment
  - ☑ Two years of experience with an applicable office

From: 8/1/12 to Present

From: \_\_\_\_\_ to \_\_\_\_\_

Course Information		
Course Name	Hours Credited	Certificate Included
<b>Required Course 1</b>		
TCC 501 – Duties and Responsibilities of Florida Tax Collectors	30.00	YES
<b>Required Course 2 (if applicable)</b>		
<b>Additional Courses</b>		
TCC 001 – Bankruptcy	15.00	YES
TCC 002 – Effective Decision Making	10.00	YES
TCC 003 – Customer Service	5.00	YES
TCC 503 – Collection and Distribution of Property Taxes and Special Assess	30.00	YES
TCC 504 – Collection of Licenses, Taxes and Fees	30.00	YES
<b>TOTAL HOURS</b>	<b>120.00</b>	

**Committee recommends certification.**    ☐ Yes ☐ No

NOTES:





## Application for Certified Florida Collector or Certified Florida Collector Assistant

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

### Property Tax Oversight Program Florida Department of Revenue

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

Lisa Cullen

Signature

Tax Collector

Title

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

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

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

Name Buttacaroli Camille

E-mail Address Camille.Buttacaroli@BrevardTC.Com

Business Phone Number 321-633-2117

Employed By Brevard County Tax Collector

Job Title Lead Specialist

Name of High School Graver Cleveland Graduated? ☒ Yes ☐ No

Name of College BMCC Graduated? ☐ Yes ☒ No

Professional Organizations (in the collection field) \_\_\_\_\_

List below all tax collection courses and enclose a copy of the certificate of completion TCC001

TCC002, TCC003, TCC501, TCC503,

TCC504

Professional Designations \_\_\_\_\_

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

Name of Employer Brevard County Tax Collector

Your Title Lead Specialist From 8/2012 To Present

Name of Employer \_\_\_\_\_

Your Title \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

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

Signed: Camille Buttacaroli Date: 2/17/2021



**From:** [LMSadmin@dor.state.fl.us](mailto:LMSadmin@dor.state.fl.us) <[LMSadmin@dor.state.fl.us](mailto:LMSadmin@dor.state.fl.us)>  
**Sent:** Tuesday, February 16, 2021 12:56 PM  
**To:** Camille Buttacavoli <[camille.buttacavoli@brevardtc.com](mailto:camille.buttacavoli@brevardtc.com)>  
**Subject:** BANKRUPTCY COURSE Certificate

**Congratulations,**  
**CAMILLE BUTTACAVOLI,**  
on completing

**TCC 001 - BANKRUPTCY COURSE**  
course on  
Tuesday, February 16, 2021  
15.00 credit hours

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

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

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.

**EFFECTIVE DECISION MAKING Certificate**

LMSadmin@dor.state.fl.us <LMSadmin@dor.state.fl.us>

Tue 1/19/2021 5:06 PM

To: Camille Buttacavoli <camille.buttacavoli@brevardtc.com>

**Congratulations,**

**CAMILLE BUTTACAVOLI,**

on completing

**TCC 002 - EFFECTIVE DECISION MAKING**

course on

Tuesday, January 19, 2021

10.00 credit hours

**CUSTOMER SERVICE COURSE Certificate**

LMSadmin@dor.state.fl.us <LSadmin@dor.state.fl.us>

Tue 1/19/2021 9:14 AM

To: Camille Buttacavoli <camille.buttacavoli@brevardtc.com>

**Congratulations,**

**CAMILLE BUTTACAVOLI,**

**on completing**

**TCC 003 - CUSTOMER SERVICE COURSE**

**course on**

**Tuesday, January 19, 2021**

**5.00 credit hours**



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

*Certifies that*

*Camille Buttacavoli*

*has successfully completed*

*DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS*

*TCC 501, 30 Hours*

*January 27-31, 2020*

Reply Reply All Forward

## COLLECTION AND DISTRIBUTION OF PROPERTY TAXES AND SPECIAL ASSESSMENTS Certificate

LMSadmin@dor.state.fl.us

To: Camille Buttacavoli

Thursday, May 21, 2020 4:12 PM

CAUTION: THIS EMAIL IS FROM AN EXTERNAL SOURCE. Internet links, office documents or other attachments may contain viruses. Do not click on a link, open or enable any file unless you trust the sender.

**Congratulations,**  
**CAMILLE BUTTACAVOLI,**  
on completing  
**TCCO 503 - COLLECTION AND DISTRIBUTION  
TAXES AND SPECIAL ASSESSMEN**  
course on  
Thursday, May 21, 2020  
30.00 credit hours

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

*Certifies that*

*Camille Buttacavoli*

*has successfully completed*

*THE COLLECTION OF LICENSES, TAXES AND FEES*

*TCC 504, 30 Hours*

*July 6-29, 2020*



## Chapter 12-9, F.A.C.







# Application for Certified Florida Collector or Certified Florida Collector Assistant

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

## Property Tax Oversight Program Florida Department of Revenue

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

Daniel W. Jucha

Signature

Lake County Tax Collector

Title

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

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

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

Name Campbell Staci

E-mail Address SCampb8@yahoo.com

Business Phone Number (352) 343-9602

Employed By Lake County Tax Collector

Job Title Customer Representative II

Name of High School Yazoo City High School Graduated? ☒ Yes ☐ No

Name of College \_\_\_\_\_ Graduated? ☐ Yes ☐ No

Professional Organizations (in the collection field) \_\_\_\_\_

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

Driver License Phase I, Driver License Phase II

Professional Designations \_\_\_\_\_

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

Name of Employer Lake County Tax Collector

Your Title Customer Representative II From 05/2014 To Present

Name of Employer \_\_\_\_\_

Your Title \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

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

Signed: Staci Campbell Date: 12/3/2020





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

*Certifies that*

*Staci Campbell*

*has successfully completed*

*DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS*

*TCC 501, 30 Hours*

*January 27-31, 2020*

Congratulations,

STACI CAMPBELL,

on completing

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

course on

Saturday, November 28, 2020

30.00 credit hours



*This certificate is awarded to*

**STACI CAMPBELL**

*for the successful completion of the course*

**DL Transformed Phase I "Tax Collector's Edition"**  
by FLHSMV

**45 Hours 0 Minutes**

**Date: 8/23/2019**



*This certificate is awarded to*

**STACI CAMPBELL**

*for the successful completion of the course*

**DL Transformed: Phase II**  
by FLHSMV

**40 Hours 0 Minutes**

**Date: 10/4/2019**

## Chapter 12-9, F.A.C.



CR# 03171785 \$ 275.00



FLORIDA

# Application for Certified Florida Collector or Certified Florida Collector Assistant

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

## Property Tax Oversight Program Florida Department of Revenue

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

Signature

Tax Collector

Title

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

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

(Make checks payable to Florida Department of Revenue)

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

Name Castellon Yoanksi

E-mail Address Yoanksi <sup>(Last)</sup> Castellon <sup>(First)</sup> @mianidade.gov <sup>(Middle)</sup>

Business Phone Number 305-270-4949

Employed By Miami Dade County - Tax Collector

Job Title Senior Tax Records Specialist

Name of High School Julio Antonio Mella Graduated? ☒ Yes ☐ No

Name of College Miami Dade College - Wolfson Campus Graduated? ☒ Yes ☐ No

Professional Organizations (in the collection field) \_\_\_\_\_

List below all tax collection courses and enclose a copy of the certificate of completion. The collection of licenses, Taxes & Fees  
TCC 501  
• Duties & Responsibilities of Florida Tax Collectors TCC 501 • TCC 003 - Customer Service Course  
• TCC 0503 - Collection & Distribution of Property Taxes & special Assessments • TCC 002 - Effective Decision  
making • TCC 001 - Bankruptcy Course  
Professional Designations \_\_\_\_\_

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

Name of Employer Miami Dade Tax Collector

Your Title Tax Records Specialist 2 From 8/22/16 To 6/15/18

Name of Employer Miami Dade Tax Collector

Your Title Senior Tax Records Specialist From 6/18/18 To Present

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

Signed: [Signature] Date: 8/4/20

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



*Certifies that*

*Yoanksi Castellon*

*has successfully completed*

*DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS*

*TCC 501, 30 Hours*

*January 27-31, 2020*



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



*Certifies that*

*Yoanksi Castellon*

*has successfully completed*

*THE COLLECTION OF LICENSES, TAXES AND FEES*

*TCC 504, 30 Hours*

*July 6-29, 2020*



Congratulations,

YOANKSI CASTELLON,

on completing

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

course on

Thursday, January 23, 2020

30.00 credit hours

Congratulations,  
YOANKSI CASTELLON,

on completing

**TCC 001 - BANKRUPTCY COURSE**

course on

Sunday, January 19, 2020

15.00 credit hours

Congratulations,

YOANKSI CASTELLON,

on completing

**TCC 002 - EFFECTIVE DECISION MAKING**

course on

Tuesday, January 21, 2020

10.00 credit hours

Congratulations,

YOANKSI CASTELLON,

on completing

**TCC 003 - CUSTOMER SERVICE COURSE**

course on

Thursday, January 23, 2020

5.00 credit hours

## Chapter 12-9, F.A.C.



Name to appear on certificate:

Rachael Rene Crosby

Previous Name(s)(if applicable) ☐ documentation included

County: St. Lucie

Job Title: Assistant Supervisor

**Certification Requested:** Certified Florida Collector Assistant

☒ Initial

- ☐ Reinstatement

## Application

☒ Application with required signatures

☒ Application fee☒ Courses listed on application☒ Employment dates listed☒ Include current employment

☒ Two years of experience with an applicable office

From: 6/29/16 to Present

From: \_\_\_\_\_ to \_\_\_\_\_

Course Information		
Course Name	Hours Credited	Certificate Included
<b>Required Course 1</b>		
TCC 501 – Duties and Responsibilities of Florida Tax Collectors	30.00	YES
<b>Required Course 2 (if applicable)</b>		
<b>Additional Courses</b>		
TCC 503 – Collection and Distribution of Property Taxes and Special Assessments	30.00	YES
TCC 504 – Collection of Licenses, Taxes and Fees	30.00	YES
TCC 502 – Management of a Florida Tax Collector's Office	30.00	YES
<b>TOTAL HOURS</b>	<b>120.00</b>	

**Committee recommends certification.**    ☐ Yes ☐ No

NOTES:



# Application for Certified Florida Collector or Certified Florida Collector Assistant

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

## Property Tax Oversight Program Florida Department of Revenue

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

Shannon Victoria Kvam

Digitally signed by Shannon Victoria Kvam  
DN: cn=Shannon Victoria Kvam, o=St. Lucie County Tax Collector,  
ou=Director of HR, email=victoria.kvam@tcscl.com, c=US  
Date: 2020.10.16 11:51:08 -04'00'

Signature

Director of Human Resources

Title

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

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

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

Name Crosby Rachael Rene'  
(Last) (First) (Middle)

E-mail Address rachael.crosby@tcscl.com

Business Phone Number (772) 462-1650

Employed By St. Lucie County Tax Collector

Job Title Assistant Supervisor

Name of High School Olivet Private School Graduated? ☒ Yes ☐ No

Name of College Lincoln Culinary Institute Graduated? ☐ Yes ☒ No

Professional Organizations (in the collection field) \_\_\_\_\_

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

TCC501, TCC502, TCC503, TCC504

Professional Designations \_\_\_\_\_

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

Name of Employer St. Lucie County Tax Collector

Your Title Assistant Supervisor From 6/29/2016 To present

Name of Employer \_\_\_\_\_

Your Title \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

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

Signed: Rachael Crosby Date: 10/16/2020

**Congratulations,**

**RACHEL CROSBY,**

on completing

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

course on

Tuesday, September 03, 2019

30.00 credit hours

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



*Certifies that*

*Rachael Crosby*

*has successfully completed*

*DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS*

*TCC 501, 30 Hours*

*January 27-31, 2020*



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



*Certifies that*

*Rachael Crosby*

*has successfully completed*

*THE COLLECTION OF LICENSES, TAXES AND FEES*

*TCC 504, 30 Hours*

*July 6-29, 2020*

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



*Certifies that*

*Rachael Crosby*

*has successfully completed*

*MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE*

*TCC 502, 30 Hours*

*September 18 - October 2, 2020*

## Chapter 12-9, F.A.C.



Name to appear on certificate:

Eustace A. Ferdinand

Previous Name(s)(if applicable) ☐ documentation included

County: Hillsborough

Job Title: Supervisor

Certification Requested: Certified Florida Collector Assistant ☒ Initial ☐ Reinstatement

## Application

- ☑ Application with required signatures
- ☑ Application fee
- ☑ Courses listed on application
- ☑ Employment dates listed
  - ☑ Include current employment
  - ☑ Two years of experience with an applicable office

From: 5/14/12      to Present

From: 6/16/97 to 5/13/12

Course Information		
Course Name	Hours Credited	Certificate Included
<b>Required Course 1</b>		
TCC 501 – Duties and Responsibilities of Florida Tax Collectors	30.00	YES
<b>Required Course 2 (if applicable)</b>		
<b>Additional Courses</b>		
TCC 503 – Collection and Distribution of Property Taxes and Special Assessments	30.00	YES
TCC 001 – Bankruptcy	15.00	YES
TCC 502 – Management of a Florida Tax Collector's Office	30.00	YES
TCC 002 – Effective Decision Making	10.00	YES
TCC 003 – Customer Service	5.00	YES
<b>TOTAL HOURS</b>	<b>120.00</b>	

**Committee recommends certification.**    ☐ Yes ☐ No

NOTES:



FLORIDA

Property Tax Oversight Program

Florida Department of Revenue

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

Signature

Title

Application for Certified Florida Collector  
or Certified Florida Collector Assistant

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

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

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

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

Name Ferdinand Eustace A

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

Business Phone Number 813-635-5210 ext. 5513

Employed By Hillsborough County Tax Collector

Job Title Supervisor

Name of High School Central High School, Kingshill St. Croix, US Virgin Island Graduated? ☒ Yes ☐ No

Name of College \_\_\_\_\_ Graduated? ☐ Yes ☐ No

Professional Organizations (in the collection field) N/A

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

TCC501, TCC502, TCC503, TCC001, TCC002, TCC003

Professional Designations N/A

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

Name of Employer Hillsborough County Tax Collector

Your Title Supervisor From 05/14/2012 To Present

Name of Employer Hillsborough County Tax Collector

Your Title Clerk IV/Sr. Customer Service Rep From 06/16/1997 To 05/13/2012

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

Signed: [Signature] Date: 10/27/20

*The Florida Department of Revenue*

*Property Tax Oversight, Certification & Training Team*

*Certifies that*


***Eustace Ferdinand***

*has successfully completed*

**DUTIES & RESPONSIBILITIES OF FLORIDA TAX COLLECTORS**

**TCC 501, 30 Hours**

**June 5-9, 2017**



*Meghan Miller, Training Director*  
Property Tax Oversight



*Dennis Arnesen, Research & Training Specialist*  
Property Tax Oversight

*The Florida Department of Revenue*

*Property Tax Oversight, Certification and Training Team*



*Certifies that*

***Eustace Ferdinand***

*has successfully completed*

**MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE**

**TCC 502, 30 Hours**

**September 18 - October 2, 2020**

**Congratulations,**

**EUSTACE FERDINAND,**

*on completing*

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

*course on*

**Monday, October 19, 2020**

**30.00 credit hours**



**Congratulations,**

**EUSTACE FERDINAND,**

*on completing*

**TCC 001 - BANKRUPTCY COURSE**

*course on*

**Thursday, October 22, 2020**

**15.00 credit hours**



**Congratulations,**

**EUSTACE FERDINAND,**

*on completing*

**TCC 002 - EFFECTIVE DECISION MAKING**

*course on*

**Saturday, October 24, 2020**

**10.00 credit hours**



**Congratulations,**

**EUSTACE FERDINAND,**

*on completing*

**TCC 003 - CUSTOMER SERVICE COURSE**

*course on*

**Monday, October 26, 2020**

**5.00 credit hours**



## Chapter 12-9, F.A.C.





## Application for Certified Florida Collector or Certified Florida Collector Assistant

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

### Property Tax Oversight Program Florida Department of Revenue

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

Digitally signed by Tom Kennedy  
Date: 2021.02.09 15:39:41 -05'00'

Signature

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

Division Director - Records, Taxes and Treasury

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

Title

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

Name FORREST DWIGHT C  
(Last) (First) (Middle)

E-mail Address DWFORREST@BROWARD.ORG

Business Phone Number 954-357-6195

Employed By BROWARD COUNTY BOARD OF COUNTY COMMISSIONERS

Job Title ACCOUNTING SUPERVISOR

Name of High School RUSEA'S HIGH SCHOOL (JAMAICA) Graduated? ☒ Yes ☐ No

Name of College BROWARD COMMUNITY COLLEGE Graduated? ☒ Yes ☐ No

Professional Organizations (in the collection field) \_\_\_\_\_

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

TC 501 - 30 HR ; TC 502 - 30 HR ; TC 503 - 30 HR  
AND TC 504 - 30 HR.

Professional Designations \_\_\_\_\_

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

Name of Employer BROWARD COUNTY BOARD OF COUNTY COMMISSIONERS

Your Title ACCOUNTING SUPERVISOR From 8/28/2017 To PRESENT

Name of Employer BROWARD COUNTY COMMISSIONERS

Your Title ACCOUNTING SUPERVISOR From 8/28/2017 To PRESENT

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

Signed: Date: 2/9/21



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



*Certifies that*

*Dwight Forrest*

*has successfully completed*

*DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS*

*TCC 501, 30 Hours*

*January 27-31, 2020*



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



*Certifies that*

*Dwight Forrest*

*has successfully completed*

*MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE*

*TCC 502, 30 Hours*

*September 16-20, 2019*



LMSadmin@dor.state.fl.us  
To Forrest, Dwight

You forwarded this message on 1/28/2021 3:38 PM.  
If there are problems with how this message is displayed, click here to view it in a web browser.

recognize the sender's email address (not just the name) as legitimate and know the content is safe. Report any suspicious emails to [ETSSecurity@broward.org](mailto:ETSSecurity@broward.org).

**Congratulations,**

**DWIGHT FORREST,**

on completing

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

course on

Thursday, January 28, 2021

30.00 credit hours



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



*Certifies that*

***Dwight Forrest***

*has successfully completed*

***THE COLLECTION OF LICENSES, TAXES AND FEES***

***TCC 504, 30 Hours***

***July 6-29, 2020***

## Chapter 12-9, F.A.C.



Name to appear on certificate:

Olga P. Garcia

Previous Name(s)(if applicable) ☐ documentation included

County: Dade

Job Title: Tax Records Specialist II

Certification Requested: Certified Florida Collector Assistant ☒ Initial ☐ Reinstatement

## Application

- ☑ Application with required signatures
- ☑ Application fee
- ☑ Courses listed on application
- ☑ Employment dates listed
  - ☑ Include current employment
  - ☑ Two years of experience with an applicable office

From: 5/1/00 to Present

From: \_\_\_\_\_ to \_\_\_\_\_

Course Information		
Course Name	Hours Credited	Certificate Included
<b>Required Course 1</b>		
TCC 501 – Duties and Responsibilities of Florida Tax Collectors	30.00	YES
<b>Required Course 2 (if applicable)</b>		
<b>Additional Courses</b>		
TCC 504 – Collection of Licenses, Taxes and Fees	30.00	YES
TCC 503 – Collection and Distribution of Property Taxes and Special Assessments	30.00	YES
TCC 001 – Bankruptcy	15.00	YES
TCC 002 – Effective Decision Making	10.00	YES
TCC 003 – Customer Service	5.00	YES
<b>TOTAL HOURS</b>	<b>120.00</b>	

**Committee recommends certification.**    ☐ Yes ☐ No

NOTES:

03171785 \$ 275.00



# Application for Certified Florida Collector or Certified Florida Collector Assistant

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

## Property Tax Oversight Program Florida Department of Revenue

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

[Signature]  
Signature

Tax Collector  
Title

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

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

(Make checks payable to Florida Department of Revenue)

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

Name Garcia Olga P.  
(Last) (First) (Middle)

E-mail Address olga.garcia@miamidadade.gov

Business Phone Number (305) 375-1693

Employed By Miami-Dade County Tax Collector

Job Title Tax Records Specialist II

Name of High School Tridentino College SPS Honduras Graduated? ☒ Yes ☐ No

Name of College Miami Dade College Graduated? ☐ Yes ☒ No

Professional Organizations (in the collection field) \_\_\_\_\_

List below all tax collection courses and **enclose a copy of the certificate of completion** TCC 501 <sup>Duties & Responsibility of FL Tax collectors</sup>  
TCC 504 collection of licenses, taxes & fees / TCC 503 Property taxes & special <sup>collection & distribution of</sup>  
TCC 001 Bankruptcy Course / TCC 002 effective decision making / TCC 03 <sup>customer service</sup> course

Professional Designations \_\_\_\_\_

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

Name of Employer Miami-Dade County Tax Collector

Your Title Tax Records Specialist II From May 2000 To Present

Name of Employer \_\_\_\_\_

Your Title \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

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

Signed: [Signature] Date: 08/06/2020

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



*Certifies that*

*Olga P. Garcia*

*has successfully completed*

*DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS*

*TCC 501, 30 Hours*

*February 19, 2020*



# *The Florida Department of Revenue*

*Property Tax Oversight, Certification and Training Team*

*Certifies that*

*Olga Garcia*

*has successfully completed*

*THE COLLECTION OF LICENSES, TAXES AND FEES*

*TCC 504, 30 Hours*

*July 6-29, 2020*



**Garcia, Olga P. (FIN)**

---

**From:** LMSadmin@dor.state.fl.us  
**Sent:** Tuesday, January 14, 2020 2:12 PM  
**To:** Garcia, Olga P. (FIN)  
**Subject:** COLLECTION AND DISTRIBUTION OF PROPERTY TAXES AND SPECIAL ASSESSMENTS Certificate

**EMAIL RECEIVED FROM EXTERNAL SOURCE.**

---

**Congratulations,**

**OLGA GARCIA,**

**on completing**

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



course on  
Tuesday, January 14, 2020  
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.

**Garcia, Olga P. (FIN)**

---

**From:** LMSadmin@dor.state.fl.us  
**Sent:** Friday, January 10, 2020 2:10 PM  
**To:** Garcia, Olga P. (FIN)  
**Subject:** BANKRUPTCY COURSE Certificate

EMAIL RECEIVED FROM EXTERNAL SOURCE.

---

**Congratulations,**

**OLGA GARCIA,**

**on completing**

**TCC 001 - BANKRUPTCY COURSE**

course on

Friday, January 10, 2020

15.00 credit hours



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

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**Garcia, Olga P. (FIN)**

---

**From:** LMSadmin@dor.state.fl.us  
**Sent:** Wednesday, January 15, 2020 1:27 PM  
**To:** Garcia, Olga P. (FIN)  
**Subject:** EFFECTIVE DECISION MAKING Certificate

EMAIL RECEIVED FROM EXTERNAL SOURCE.

---

**Congratulations,**

**OLGA GARCIA,**

**on completing**

**TCC 002 - EFFECTIVE DECISION MAKING**

course on

Wednesday, January 15, 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.

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**Garcia, Olga P. (FIN)**

---

**From:** LMSadmin@dor.state.fl.us  
**Sent:** Wednesday, January 15, 2020 3:59 PM  
**To:** Garcia, Olga P. (FIN)  
**Subject:** CUSTOMER SERVICE COURSE Certificate

EMAIL RECEIVED FROM EXTERNAL SOURCE.

---

**Congratulations,**

**OLGA GARCIA,**

**on completing**

**TCC 003 - CUSTOMER SERVICE COURSE**

course on

Wednesday, January 15, 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.

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## Chapter 12-9, F.A.C.







FLORIDA

# Application for Certified Florida Collector or Certified Florida Collector Assistant

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

## Property Tax Oversight Program Florida Department of Revenue

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

Carol Ann Jordan  
Signature  
Tax Collector  
Title

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

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

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

Name Gee Deborah L  
(Last) (First) (Middle)

E-mail Address dgee@irctax.com

Business Phone Number 772-226-1340

Employed By Indian River County Tax Collector

Job Title Director of Internal Operations

Name of High School Vero Beach High School Graduated? ☒ Yes ☐ No

Name of College N/A Graduated? ☐ Yes ☐ No

Professional Organizations (in the collection field) \_\_\_\_\_

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

TCC 501, 502, 503, 504

Professional Designations \_\_\_\_\_

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

Name of Employer Indian River County Tax Collector

Your Title Director of Taxes & Licenses From 10/21/1981 To 6/30/2000

Name of Employer Indian River County Tax Collector

Your Title Director of Internal Operations From 2/2/2001 To Current

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

Signed: Deborah L. Gee Date: 2/2/2021

**RECOMMENDATION**  
**Certified Florida Collector Assistant**

Applicants must have the recommendation in writing from the Department Head or County Tax Collector below:

Gene E. Morris  
Signature  
Title Tax Collector

FOR ADMISSIONS COMMITTEE  
USE ONLY

Date: \_\_\_\_\_

Fee paid \$20.00 # 3467  
Date 12/2/83

**PROFESSIONAL TAX COLLECTORS ASSOCIATION  
OF FLORIDA**

APPLICATION FOR  
**CERTIFIED FLORIDA COLLECTOR or CERTIFIED FLORIDA COLLECTOR ASSISTANT**

Mr. \_\_\_\_\_  
Mrs. \_\_\_\_\_  
NAME Miss \_\_\_\_\_ GEE \_\_\_\_\_ DEBORAH \_\_\_\_\_ L. \_\_\_\_\_  
(Last) (First) (Middle)

Address 105-49th Avenue, Vero Beach, FL. 32962

Telephone Number (Business) 305-567-7970

Employed by Gene E. Morris, County Tax Collector

Job Title Real Estate Tax Clerk

Date of Birth 8 12 60 City Vero Beach, FL.  
(mo.) (day) (year)

State FLORIDA

High School Attended Vero Beach Sr. High School

	YES	NO
graduate?	<input checked="" type="checkbox"/>	<input type="checkbox"/>
graduate?	<input type="checkbox"/>	<input type="checkbox"/>

College Attended \_\_\_\_\_

List professional organizations to which you belong:

\_\_\_\_\_  
\_\_\_\_\_

List Tax Collection courses you have completed and enclose a copy of the certificate of completion:

MANAGEMENT FOR FLORIDA TAX COLLECTORS  
THE TAX COLLECTOR'S ROLE IN COLLECTION OF LICENSE TAXES AND FEES  
COLLECTION AND DISTRIBUTION OF AD VALOREM TAXES IN FLORIDA  
DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

**COLLECTION EXPERIENCE:**

Name of Employer Gene E. Morris, Tax Collector From (mo.) 10 (day) 21 (yr.) 81

Your Title Real Estate Tax Clerk To (mo.) Present (day) \_\_\_\_\_ (yr.) \_\_\_\_\_

Specific Duties Collect and process Real Estate Taxes, Hunting & Fishing Licenses,  
Boat Titles and Occupational Licenses.

Name of Employer \_\_\_\_\_ From (mo.) \_\_\_\_\_ (day) \_\_\_\_\_ (yr.) \_\_\_\_\_

Your Title \_\_\_\_\_ To (mo.) \_\_\_\_\_ (day) \_\_\_\_\_ (yr.) \_\_\_\_\_

Specific Duties \_\_\_\_\_

Name of Employer \_\_\_\_\_ From (mo.) \_\_\_\_\_ (day) \_\_\_\_\_ (yr.) \_\_\_\_\_

Your Title \_\_\_\_\_ To (mo.) \_\_\_\_\_ (day) \_\_\_\_\_ (yr.) \_\_\_\_\_

Specific Duties \_\_\_\_\_

I HEREBY CERTIFY THAT THE STATEMENTS AND DOCUMENTS  
CONTAINED HEREIN ARE CORRECT, AND IF QUALIFIED FOR THE  
CFC-CFCA DESIGNATION, I AGREE TO SUBSCRIBE TO  
AND PRACTICE THE CFC-CFCA CODE OF ETHICS.

SIGNED: Deborah L. Lee Date: 12/2/83

# UNIVERSITY OF FLORIDA

DIVISION OF CONTINUING EDUCATION

## FLORIDA TAX COLLECTORS CERTIFICATION

DEBORAH GEE

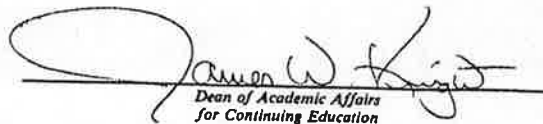
HAS SATISFACTORILY COMPLETED INSTRUCTION IN

MANAGEMENT FOR FLORIDA TAX COLLECTORS

AND IS ENTITLED TO ALL THE HONORS AND PRIVILEGES PERTAINING THERETO

August 19, 1983

*Date*

  
Dean of Academic Affairs  
for Continuing Education

# UNIVERSITY OF FLORIDA

DIVISION OF CONTINUING EDUCATION

## FLORIDA TAX COLLECTORS CERTIFICATION

DEBORAH GEE

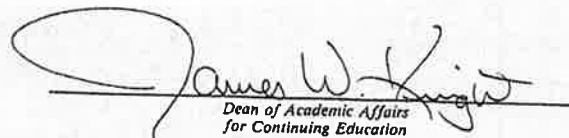
HAS SATISFACTORILY COMPLETED INSTRUCTION IN

THE TAX COLLECTOR'S ROLE IN COLLECTION OF LICENSE TAXES AND FEES

AND IS ENTITLED TO ALL THE HONORS AND PRIVILEGES PERTAINING THERETO

January 21, 1983

*Date*

  
Dean of Academic Affairs  
for Continuing Education

# UNIVERSITY OF FLORIDA

DIVISION OF CONTINUING EDUCATION

## FLORIDA TAX COLLECTORS CERTIFICATION

DEBORAH LYNN GEE

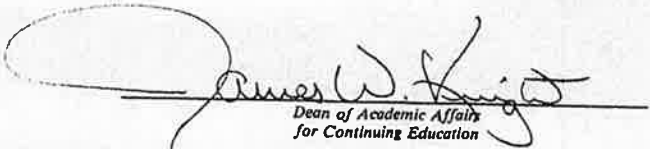
HAS SATISFACTORILY COMPLETED INSTRUCTION IN

COLLECTION AND DISTRIBUTION OF AD VALOREM TAXES IN FLORIDA

AND IS ENTITLED TO ALL THE HONORS AND PRIVILEGES PERTAINING THERETO

October 10-14, 1983

*Date*

  
*Dean of Academic Affairs  
for Continuing Education*

# UNIVERSITY OF FLORIDA

DIVISION OF CONTINUING EDUCATION

## FLORIDA TAX COLLECTORS CERTIFICATION

DEBORAH GEE

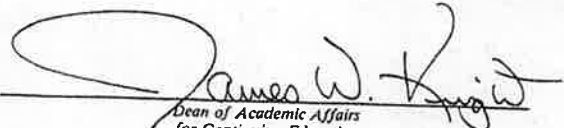
HAS SATISFACTORILY COMPLETED INSTRUCTION IN

DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS

AND IS ENTITLED TO ALL THE HONORS AND PRIVILEGES PERTAINING THERETO

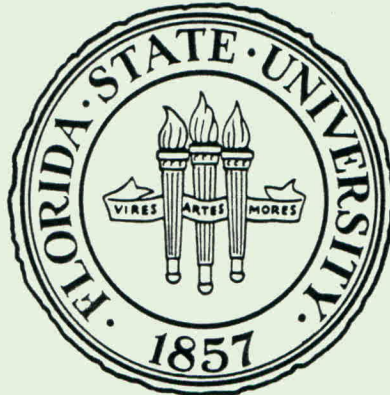
November 15-19, 1982

*Date*

  
Dean of Academic Affairs  
for Continuing Education



CFCA Indian River



Florida Tax Collectors  
Certificate  
awarded to  
**Deborah L. Gee**

for the satisfactory completion of  
The Tax Collector's Role in the  
Collection of Ad Valorem Taxes

Sponsored by  
Department of Revenue  
in cooperation with  
The Center for Professional Development  
and Public Service



*Mary L. Pankowski*  
Associate Vice President for Academic Affairs  
and Director, Center for Professional  
Development and Public Service

*J. Thomas Hendon*  
Executive Director, Department of Revenue

24 hrs. Continuing Education

\_\_\_\_\_  
Date of Exam



STATE OF FLORIDA  
DEPARTMENT  
OF  
REVENUE

This is to certify that

**Deborah L. Gee**

is duly qualified as a Certified Florida Collector Assistant,  
has been recommended by the CFC-CFCA Admissions  
Committee, and is hereby declared to be a

**C**ertified **F**lorida **C**ollector **A**ssistant

together with

all the rights, benefits, and privileges thereto pertaining.

In Witness Whereof, this Certificate, duly signed,  
has been issued and the great seal of the State affixed.



IN TESTIMONY WHEREOF,

I do hereunto set my hand and cause  
to be affixed the Great Seal of the  
State, at Tallahassee, The Capital,

this *1st* day of *November* A.D. 1983

And of the Independence of the  
United States the two hundred and *7th* year.

*Deborah L. Gee*  
EXECUTIVE DIRECTOR  
DEPARTMENT OF REVENUE

*L. D. ...*  
CHAIRMAN - CFC-CFCA  
ADMISSIONS COMMITTEE

## Chapter 12-9, F.A.C.



Name to appear on certificate:

Zachary Isaiah Green

Previous Name(s)(if applicable) ☐ documentation included

County: Alachua

Job Title: CSA II

Certification Requested: Certified Florida Collector Assistant

☒ Initial

- ☐ Reinstatement

## Application

☒ Application with required signatures

☒ Application fee☒ Courses listed on application☒ Employment dates listed☒ Include current employment

☒ Two years of experience with an applicable office

From: 8/7/17 to Present

From: \_\_\_\_\_ to \_\_\_\_\_

Course Information		
Course Name	Hours Credited	Certificate Included
<b>Required Course 1</b>		
TCC 501 – Duties and Responsibilities of Florida Tax Collectors	30.00	YES
<b>Required Course 2 (if applicable)</b>		
<b>Additional Courses</b>		
TCC 503 – Collection and Distribution of Property Taxes and Special Assessments	30.00	YES
DHSMV – DL Training Phase I	40.00	YES
DHSMV – DL Training Phase II	40.00	YES
<b>TOTAL HOURS</b>	<b>140.00</b>	

**Committee recommends certification.**    ☐ Yes ☐ No

NOTES:



# Application for Certified Florida Collector or Certified Florida Collector Assistant

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

## Property Tax Oversight Program Florida Department of Revenue

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

Hinda Power  
Signature

HR Administrator  
Title

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

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

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

Name Green Zachary Isaiah  
(Last) (First) (Middle)

E-mail Address Zacharygreen@alachuacollector.com

Business Phone Number 352-264-6949

Employed By Alachua County Tax Collector

Job Title CSA II

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

Name of College Santa Fe College Graduated? ☐ Yes ☒ No

Professional Organizations (in the collection field) \_\_\_\_\_

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

DL (Phase I & II), Duties + Responsibilities + Collection  
and Distribution of Property Taxes and Special Assessments

Professional Designations \_\_\_\_\_

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

Name of Employer Alachua County Tax Collector

Your Title Client Services Associate II From 8-7-2017 To Present

Name of Employer \_\_\_\_\_

Your Title \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

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

Signed: [Signature] Date: 2-3-21



A SAFER

**FLORIDA**

HIGHWAY SAFETY AND MOTOR VEHICLES

# Certificate of Completion

Presented to

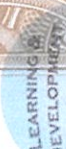
*Zachary Green*

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 Transformed Phase I Training**

On this 2<sup>nd</sup> day of November 2018



DRIVER LICENSES • MOTOR VEHICLES • FIELD SUPPORT CENTER

**MOTORIST SERVICES**

"VOICES COMING TOGETHER"

*Debra Ramos*  
Debra Ramos, Instructor  
Operations Review Specialist



A SAFER

**FLORIDA**

HIGHWAY SAFETY AND MOTOR VEHICLES

# Certificate of Completion

Presented to

*Zachary Green*

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 Transformed Phase II Training**

On this 8<sup>th</sup> day of February 2019

*Debora Ramos*

Debora Ramos, Instructor  
Operations Review Specialist

DRIVER LICENSES • MOTOR VEHICLES • FIELD SUPPORT CENTER

**MOTORIST SERVICES**

"VOICES COMING TOGETHER"





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

*Certifies that*

***Zachary Green***

*has successfully completed*

***DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS***

***TCC 501, 30 Hours***

***January 27-31, 2020***

**Linda Power**

---

**From:** Zachary Green  
**Sent:** Wednesday, January 27, 2021 8:32 AM  
**To:** Linda Power  
**Subject:** Fw: COLLECTION AND DISTRIBUTION OF PROPERTY TAXES AND SPECIAL ASSESSMENTS Certificate

---

**From:** LMSadmin@dor.state.fl.us <LMSadmin@dor.state.fl.us>  
**Sent:** Tuesday, January 26, 2021 4:09 PM  
**To:** Zachary Green <ZacharyGreen@alachuacollector.com>  
**Subject:** COLLECTION AND DISTRIBUTION OF PROPERTY TAXES AND SPECIAL ASSESSMENTS Certificate

---

CAUTION: External Sender

**Congratulations,  
ZACHARY GREEN,**

on completing

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

course on



Tuesday, January 26, 2021  
30.00 credit hours



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

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



# CERTIFICATION APPLICATION CHECKLIST

Chapter 12-9, F.A.C.



Name to appear on certificate:

Tracy Nicole Griffith

Previous Name(s)(if applicable) ☐ documentation included

County: Hillsborough

Job Title: CSA II

Certification Requested: Certified Florida Collector Assistant

☒ Initial

☐ Reinstatement

## **Application**

☒ Application with required signatures

☒ Application fee

☒ Courses listed on application

☒ Employment dates listed

☒ Include current employment

☒ Two years of experience with an applicable office

From: 3/29/15 to Present

From: 6/5/12 to 3/28/15

Course Information		
Course Name	Hours Credited	Certificate Included
<b>Required Course 1</b>		
TCC 501 – Duties and Responsibilities of Florida Tax Collectors	30.00	YES
<b>Required Course 2 (if applicable)</b>		
<b>Additional Courses</b>		
TCC 502 – Management of a Florida Tax Collector's Office	30.00	YES
TCC 503.01 – Current Ad Valorem Taxes	4.00	YES
TCC 503.02 – Tangible Personal Property	4.00	YES
TCC 503.03 – Non-Ad Valorem Assessments	4.00	YES
TCC 503.04 – Delinquent Taxes	4.00	YES
TCC 503.05 - Refunds	4.00	YES
TCC 503.07 – Tax Deeds	2.00	YES
TCC 503.08 – Mapping Basics	2.00	YES
TCC 503.09 – Distribution of Taxes	2.00	YES
TCC 503.06 – Annual Tax Rolls	4.00	YES
TCC 001 - Bankruptcy	15.00	YES
TCC 002 - Effective Decision Making	10.00	YES
TCCC 003 - Customer Service Course	5.00	YES
<b>TOTAL HOURS</b>	<b>120.00</b>	

**Committee recommends certification.** ☐ Yes ☐ No

NOTES:



FLORIDA

Property Tax Oversight Program

Florida Department of Revenue

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

Application for Certified Florida Collector  
or Certified Florida Collector Assistant

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

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

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

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

Name Griffith Tracy Nicole

E-mail Address griffith<sup>(Last)</sup>@hillstax.org Tracy Nicole  
(Last) (First) (Middle)

Business Phone Number 813-635-5210 ext. 5516

Employed By Hillsborough County Tax Collector

Job Title Supervisor

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

Name of College Florida State College of Jacksonville Graduated? ☒ Yes ☐ No

Professional Organizations (in the collection field) \_\_\_\_\_

List below all tax collection courses and enclose a copy of the certificate of completion TCC501, TCC502, TCC503  
TCC001, TCC002, TCC003

Professional Designations \_\_\_\_\_

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

Name of Employer Hillsborough County Tax Collector

Your Title Supervisor From 03/29/2015 To Present

Name of Employer Hillsborough County Tax Collector

Your Title Customer Service Rep From 06/05/2012 To 03/28/2015

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

Signed: [Signature] Date: 10/14/2020

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

*Certifies that*  
**Tracy Griffith**

*has successfully completed*

**DUTIES & RESPONSIBILITIES OF FLORIDA TAX COLLECTORS**  
TCC 501, 30 Hours  
June 5-9, 2017

  
Meghan Miller, Training Director  
Property Tax Oversight

  
Denise de Luca, Revenue & Training Specialist  
Property Tax Oversight

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



*Certifies that*

**Tracy Griffith**

*has successfully completed*

**MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE**  
TCC 502, 30 Hours  
September 18 - October 2, 2020



**Congratulations**

**Tracy Griffith**

on completing the  
**TCC 503 Current Ad Valorem Taxes**  
course on  
**7/20/2017**  
4 credit hours



**Congratulations**

**Tracy Griffith**

on completing the  
**TCC 503 Tangible Personal Property**  
course on  
**7/20/2017**  
4 credit hours



**Congratulations**

**Tracy Griffith**

on completing the  
**TCC 503 Non-Ad Valorem Assessments** course on  
**7/20/2017**  
4 credit hours



**Congratulations**

**Tracy Griffith**

on completing the  
**TCC 503 Delinquent Taxes** course on  
**7/20/2017**  
4 credit hours



**Congratulations**

**Tracy Griffith**

on completing the  
**TCC 503 Refunds**  
course on  
**7/20/2017**  
4 credit hours

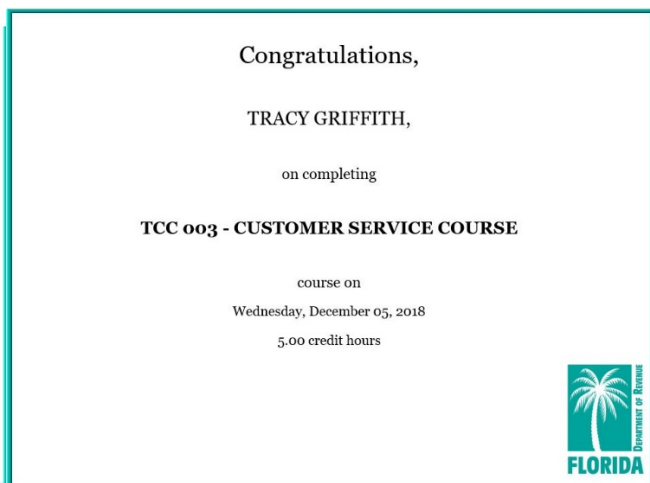
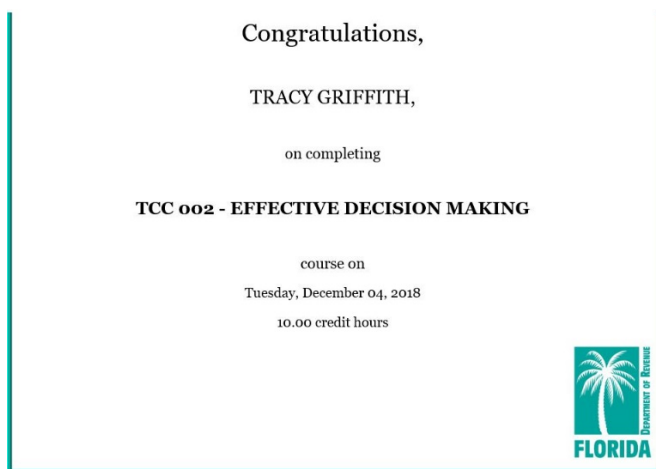
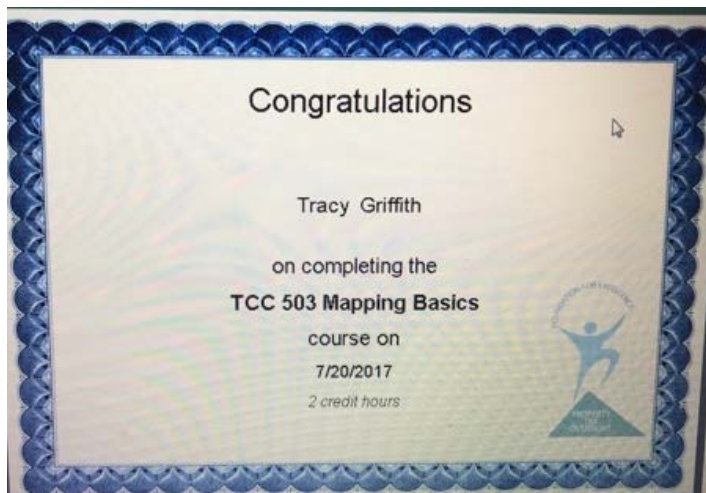


**Congratulations**

**Tracy Griffith**

on completing the  
**TCC 503 Tax Deeds**  
course on  
**7/20/2017**  
2 credit hours





## Chapter 12-9, F.A.C.



Name to appear on certificate:

Dae-Leza Ayn Hall

Previous Name(s)(if applicable) ☐ documentation included

County: Alachua

Job Title: Customer Service Associate

Certification Requested: Certified Florida Collector Assistant ☒ Initial ☐ Reinstatement

## Application

- ☑ Application with required signatures
- ☑ Application fee
- ☑ Courses listed on application
- ☑ Employment dates listed
  - ☑ Include current employment
  - ☑ Two years of experience with an applicable office

From: 9/19/16 to Present

From: \_\_\_\_\_ to \_\_\_\_\_

Course Information		
Course Name	Hours Credited	Certificate Included
<b>Required Course 1</b>		
TCC 501 – Duties and Responsibilities of Florida Tax Collectors	30.00	YES
<b>Required Course 2 (if applicable)</b>		
<b>Additional Courses</b>		
TCC 503 – Collection and Distribution of Property Taxes and Special Assessments	30.00	YES
DHSMV – DL Training Phase I	45.00	YES
DHSMV – DL Training Phase II	45.00	YES
<b>TOTAL HOURS</b>	<b>150.00</b>	

**Committee recommends certification.**    ☐ Yes ☐ No

NOTES:





FLORIDA

## Application for Certified Florida Collector or Certified Florida Collector Assistant

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

### Property Tax Oversight Program Florida Department of Revenue

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

Spinda Power

Signature

HR Administrator

Title

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

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

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

Name Hall Dae-Leza Ayn  
(Last) (First) (Middle)

E-mail Address Dae-LezaHall@alachuaCollector.com

Business Phone Number 352-548-3705

Employed By Alachua County tax Collectors

Job Title Customer Service Associate

Name of High School Santa Fe College Graduated? ☒ Yes ☐ No

Name of College Santa Fe College Graduated? ☒ Yes ☐ No

Professional Organizations (in the collection field) Student government board  
Assistant president. (we planned events and trips with funds for students)

List below all tax collection courses and enclose a copy of the certificate of completion Tax + Title (Phase I + II)  
DL (Phase I + II) Duties and responsibilities. Collection of Property  
taxes and Special Assessments.

Professional Designations rewards and recognition committee. CWP training.

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

Name of Employer Alachua County tax collector

Your Title customer Service Associate From 9/19/16 To current

Name of Employer John Power

Your Title Tax Collector From \_\_\_\_\_ To \_\_\_\_\_

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

Signed: Dae-hyuk Lee Date: 2/5/2021



*This certificate is awarded to*

DAE-LEZA HALL

*for the successful completion of the course*

**DL Transformed: Phase I**  
by FLHSMV

45 Hours 0 Minutes

Date: 12/9/2016



*This certificate is awarded to*

DAE-LEZA HALL

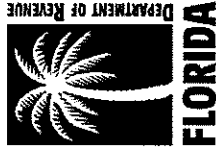
*for the successful completion of the course*

**DL Transformed: Phase II**  
by FLHSMV

45 Hours 0 Minutes

Date: 2/10/2017





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

*Certifies that*

*Dae-Leza Hall*

*has successfully completed*

*DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS*

*TCC 501, 30 Hours*

*January 27-31, 2020*

## COLLECTION AND DISTRIBUTION OF PROPERTY TAXES AND SPECIAL ASSESSMENTS Certificate

LMSadmin@dor.state.fl.us &lt;LMSadmin@dor.state.fl.us&gt;

Thu 2/11/2021 10:18 AM

To: Dae-Leza Hall &lt;Dae-LezaHall@alachuacollector.com&gt;

CAUTION: External Sender

Congratulations,

DAE-LEZA HALL,

on completing

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

course on

Thursday, February 4, 2021

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.

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

## Chapter 12-9, F.A.C.



Name to appear on certificate:

Tiffany A. Harned

Previous Name(s)(if applicable) ☐ documentation included

County: St. Lucie

Job Title: Suprvisor

**Certification Requested:** Certified Florida Collector Assistant

☒ Initial

- ☐ Reinstatement

## Application

☒ Application with required signatures

☒ Application fee☒ Courses listed on application☒ Employment dates listed☒ Include current employment

☒ Two years of experience with an applicable office

From: 9/30/16 to Present

From: \_\_\_\_\_ to \_\_\_\_\_

Course Information		
Course Name	Hours Credited	Certificate Included
<b>Required Course 1</b>		
TCC 501 – Duties and Responsibilities of Florida Tax Collectors	30.00	YES
<b>Required Course 2 (if applicable)</b>		
<b>Additional Courses</b>		
TCC 503 – Collection and Distribution of Property Taxes and Special Assessments	30.00	YES
TCC 502 – Management of a Florida Tax Collector's Office	30.00	YES
TCC 504 – Collection of Licenses, Taxes and Fees	30.00	YES
<b>TOTAL HOURS</b>	<b>120.00</b>	

**Committee recommends certification.**    ☐ Yes ☐ No

NOTES:



# Application for Certified Florida Collector or Certified Florida Collector Assistant

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

**FLORIDA**

## Property Tax Oversight Program Florida Department of Revenue

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

  
\_\_\_\_\_  
Signature

Director of Human Resources

Title

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

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

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

Name Harned Tiffany A.  
(Last) (First) (Middle)

E-mail Address Tiffany.Harned@tcslc.com

Business Phone Number (772) 462-1650

Employed By St. Lucie County Tax Collector

Job Title Supervisor

Name of High School Great Lakes Adventist Academy Graduated? ☒ Yes ☐ No

Name of College Indian River State College Graduated? ☒ Yes ☐ No

Professional Organizations (in the collection field) (N/A)

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

TCC501, TCC502, TCC503, TCC504

Professional Designations (N/A)

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

Name of Employer St. Lucie County Tax Collector

Your Title CSR/ Assistant Supervisor (1/2020)/ Supervisor (9/2020) From 9/30/2016 To Present

Name of Employer \_\_\_\_\_

Your Title \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

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

Signed:  Date: 10/16/2020





## Application for Certified Florida Collector or Certified Florida Collector Assistant

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

### Property Tax Oversight Program Florida Department of Revenue

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

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

Signature

Director of Human Resources

Title

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

(Make checks payable to Florida Department of Revenue)

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

Name Harned Tiffany A.

E-mail Address Tiffany.Harned@tcslc.com

Business Phone Number (772) 462-1650

Employed By St. Lucie County Tax Collector

Job Title Supervisor

Name of High School Great Lakes Adventist Academy Graduated? ☒ Yes ☐ No

Name of College Indian River State College Graduated? ☒ Yes ☐ No

Professional Organizations (in the collection field) (N/A)

List below all tax collection courses and **enclose a copy of the certificate of completion**  
TCC501, TCC502, TCC503, TCC504

Professional Designations (N/A)

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

Name of Employer St. Lucie County Tax Collector

Your Title CSR/ Assistant Supervisor (1/2020)/ Supervisor (9/2020) From 9/30/2016 To Present

Name of Employer \_\_\_\_\_

Your Title \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

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

Signed: Tiffany Harned Date: 10/16/2020



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

*Certifies that*

*Tiffany Harned*

*has successfully completed*

*DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS*

*TCC 501, 30 Hours*

*January 27-31, 2020*



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

*Certifies that*

*Tiffany Harned*

*has successfully completed*

*MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE*

*TCC 502, 30 Hours*

*September 18 - October 2, 2020*

Congratulations,  
TIFFANY HARNED,

on completing

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

course on

Friday, August 16, 2019

30.00 credit hours







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

*Certifies that*

*Tiffany Harned*

*has successfully completed*

*THE COLLECTION OF LICENSES, TAXES AND FEES*  
*TCC 504, 30 Hours*  
*July 6-29, 2020*

## Chapter 12-9, F.A.C.



Name to appear on certificate:

Martha Hernandez

Previous Name(s)(if applicable) ☐ documentation included

County: Dade

Job Title: Tax Records Specialist II

Certification Requested: Certified Florida Collector Assistant ☒ Initial ☐ Reinstatement

## Application

- ☑ Application with required signatures
- ☑ Application fee
- ☑ Courses listed on application
- ☑ Employment dates listed
  - ☑ Include current employment
  - ☑ Two years of experience with an applicable office

From: 8/14/17 to Present

From: \_\_\_\_\_ to \_\_\_\_\_

Course Information		
Course Name	Hours Credited	Certificate Included
<b>Required Course 1</b>		
TCC 501 – Duties and Responsibilities of Florida Tax Collectors	30.00	YES
<b>Required Course 2 (if applicable)</b>		
<b>Additional Courses</b>		
TCC 504 – Collection of Licenses, Taxes and Fees	30.00	YES
TCC 503 – Collection and Distribution of Property Taxes and Special Assessments	30.00	YES
TCC 001 – Bankruptcy	15.00	YES
TCC 002 – Effective Decision Making	10.00	YES
TCC 003 – Customer Service	5.00	YES
<b>TOTAL HOURS</b>	<b>120.00</b>	

**Committee recommends certification.**    ☐ Yes ☐ No

NOTES:

CK# 03171785 \$ 275.00



## Application for Certified Florida Collector or Certified Florida Collector Assistant

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

### Property Tax Oversight Program Florida Department of Revenue

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

*[Signature]*

Signature

*Tax Collector*

Title

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

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

(Make checks payable to Florida Department of Revenue)

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

Name Hernandez Martha

E-mail Address martha.hernandez@miamidade.gov

Business Phone Number 305-375-4703

Employed By Miami Dade Tax Collector

Job Title Tax Records Specialists 2

Name of High School Atlantic City High School Graduated? ☒ Yes ☐ No

Name of College ADCC / Miami English Center Graduated? ☒ Yes ☐ No

Professional Organizations (in the collection field) \_\_\_\_\_

List below all tax collection courses and enclose a copy of the certificate of completion  
\*TCC 001 - Bankruptcy, \*TCC 002 - Effective Decision Making, \*TCC 003 - Cust. Service  
\*TCC 004 - The collection licenses taxes & fees, \*TCC 003 - Collection & distribution  
\*TCC 001 - Duties & Responsibility

Professional Designations \_\_\_\_\_

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

Name of Employer Miami Dade Tax Collector

Your Title Tax Records Specialists From 8/14/2017 To present

Name of Employer \_\_\_\_\_

Your Title \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

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

Signed *[Signature]* Date: 8/7/2020

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



*Certifies that*

*Martha Hernandez*

*has successfully completed*

*DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS*

*TCC 501, 30 Hours*

*January 27-31, 2020*

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



*Certifies that*

*Martha Hernandez*

*has successfully completed*

*THE COLLECTION OF LICENSES, TAXES AND FEES*

*TCC 504, 30 Hours*

*July 6-29, 2020*

**Hernandez, Martha (FIN)**

---

**From:** LMSadmin@dor.state.fl.us  
**Sent:** Tuesday, January 21, 2020 1:05 PM  
**To:** Hernandez, Martha (FIN)  
**Subject:** BANKRUPTCY COURSE Certificate

EMAIL RECEIVED FROM EXTERNAL SOURCE.

---

**Congratulations,**

**MARTHA HERNANDEZ,**

**on completing**

**TCC 001 - BANKRUPTCY COURSE**

**course on**

**Tuesday, January 21, 2020**

**15.00 credit hours**

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



**Hernandez, Martha (FIN)**

---

**From:** LMSadmin@dor.state.fl.us  
**Sent:** Friday, January 24, 2020 3:42 PM  
**To:** Hernandez, Martha (FIN)  
**Subject:** EFFECTIVE DECISION MAKING Certificate

EMAIL RECEIVED FROM EXTERNAL SOURCE.

---

**Congratulations,**

**MARTHA HERNANDEZ,**

**on completing**

**TCC 002 - EFFECTIVE DECISION MAKING**

**course on**

**Friday, January 24, 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.

**Hernandez, Martha (FIN)**

---

**From:** LMSadmin@dor.state.fl.us  
**Sent:** Monday, February 3, 2020 12:21 PM  
**To:** Hernandez, Martha (FIN)  
**Subject:** CUSTOMER SERVICE COURSE Certificate

EMAIL RECEIVED FROM EXTERNAL SOURCE.

---

**Congratulations,**

**MARTHA HERNANDEZ,**

**on completing**

**TCC 003 - CUSTOMER SERVICE COURSE**

**course on**

**Monday, February 3, 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.

**Hernandez, Martha (FIN)**

---

**From:** LMSadmin@dor.state.fl.us  
**Sent:** Friday, January 24, 2020 11:29 AM  
**To:** Hernandez, Martha (FIN)  
**Subject:** COLLECTION AND DISTRIBUTION OF PROPERTY TAXES AND SPECIAL ASSESSMENTS Certificate

EMAIL RECEIVED FROM EXTERNAL SOURCE.

---

**Congratulations,**  
**MARTHA HERNANDEZ,**  
  
on completing  
  
**TCCO 503 - COLLECTION AND DISTRIBUTION OF P  
TAXES AND SPECIAL ASSESSMENTS**  
  
course on  
  
Friday, January 24, 2020  
  
30.00 credit hours

# CERTIFICATION APPLICATION CHECKLIST

Chapter 12-9, F.A.C.



Name to appear on certificate:

Farices A. Holmes-Cuyler

Previous Name(s)(if applicable) ☐ documentation included

Farices Cuyler

County: Lake

Job Title: Customer Representative II

Certification Requested: Certified Florida Collector Assistant ☒ Initial ☐ Reinstatement

## Application

- ☒ Application with required signatures
- ☒ Application fee
- ☒ Courses listed on application
- ☒ Employment dates listed
  - ☒ Include current employment
  - ☒ Two years of experience with an applicable office

From: 12/1/17 to Present

From: to

Course Information		
Course Name	Hours Credited	Certificate Included
<b>Required Course 1</b>		
TCC 501 – Duties and Responsibilities of Florida Tax Collectors	30.00	YES
<b>Required Course 2 (if applicable)</b>		
<b>Additional Courses</b>		
TCC 503 – Collection and Distribution of Property Taxes and Special Assessments	30.00	YES
DHSMV – DL Training Phase I	40.00	YES
DHSMV – DL Training Phase II	40.00	YES
<b>TOTAL HOURS</b>	<b>140.00</b>	

Committee recommends certification. ☐ Yes ☐ No

NOTES:



# Application for Certified Florida Collector or Certified Florida Collector Assistant

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

## Property Tax Oversight Program Florida Department of Revenue

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

Daniel W. Inch  
Signature

Lake County Tax Collector  
Title

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

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

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

Name Holmes-Cuyler Farices A.

E-mail Address FARICESCUYLER88@YAHOO.COM

Business Phone Number (352) 343-9602

Employed By Lake County Tax Collector

Job Title Customer Representative II

Name of High School Mt. Dora High School Graduated? ☒ Yes ☐ No

Name of College Florida Institute of Technology (A.A.) Graduated? ☒ Yes ☐ No

Professional Organizations (in the collection field) \_\_\_\_\_

List below all tax collection courses and enclose a copy of the certificate of completion TCC 501, TCC 503,  
Driver License Phase I, Driver License Phase II

Professional Designations \_\_\_\_\_

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

Name of Employer Lake County Tax Collector

Your Title Customer Representative II From 12/2017 To Present

Name of Employer \_\_\_\_\_

Your Title \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

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

Signed: [Signature] Date: 12/3/20



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

*Certifies that*

***Farices Holmes-Cryler***

*has successfully completed*

***DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS***

***TCC 501, 30 Hours***

***January 27-31, 2020***



Congratulations,

FARICES HOLMES-CUYLER,

on completing

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

course on

Tuesday, December 1, 2020

30.00 credit hours



*This certificate is awarded to*

**FARICES CUYLER**

*for the successful completion of the course*

**DL Transformed Phase I "Tax Collector's Edition"**  
by FLHSMV

**40 Hours 0 Minutes**

date: 8/30/2019



*This certificate is awarded to*

**FARICES CUYLER**

*for the successful completion of the course*

**DL Transformed: Phase II**  
by FLHSMV

**40 Hours 0 Minutes**

Date: 10/4/2019

## Meghan Miller

---

**From:** Mary Scott <mary.scott@laketax.com>  
**Sent:** Monday, December 7, 2020 1:13 PM  
**To:** Meghan Miller  
**Subject:** RE: Name change

Meghan,

No, not a name change. Sometimes she hyphenates, so if you can issue the cert as Holmes-Cuyler, that's fine.

Thank you!

Mary



*MARY SCOTT*  
*Director of Human Resources*

A 320 W. Main Street, Tavares, FL 32778  
P 352-253-6053 | F 352-253-2116  
E [Mary.Scott@laketax.com](mailto:Mary.Scott@laketax.com) | W [www.laketax.com](http://www.laketax.com)

*NOTE: Florida has a very broad public records law.  
Your email communications may be subject to public disclosure.*

---

**From:** Meghan Miller <Meghan.Miller@floridarevenue.com>  
**Sent:** Monday, December 7, 2020 1:08 PM  
**To:** Mary Scott <mary.scott@laketax.com>  
**Subject:** RE: Name change

Thanks Mary. So this wasn't a name change? The last name has always been Holmes-Cuyler just sometimes she registered as Holmes and sometimes as Holmes-Cuyler?

---

**From:** Mary Scott <[mary.scott@laketax.com](mailto:mary.scott@laketax.com)>  
**Sent:** Monday, December 7, 2020 11:55 AM  
**To:** Meghan Miller <[Meghan.Miller@floridarevenue.com](mailto:Meghan.Miller@floridarevenue.com)>  
**Subject:** RE: Name change

Hi, Meghan.

Here is a copy of her DL and SS card, showing full name.

Thank you!

Mary

*MARY SCOTT*  
*Director of Human Resources*



A 320 W. Main Street, Tavares, FL 32778  
P 352-253-6053 | F 352-253-2116  
E [Mary.Scott@laketax.com](mailto:Mary.Scott@laketax.com) | W [www.laketax.com](http://www.laketax.com)

*NOTE: Florida has a very broad public records law.  
Your email communications may be subject to public disclosure.*

---

**From:** Meghan Miller <[Meghan.Miller@floridarevenue.com](mailto:Meghan.Miller@floridarevenue.com)>  
**Sent:** Monday, December 7, 2020 10:49 AM  
**To:** Mary Scott <[mary.scott@laketax.com](mailto:mary.scott@laketax.com)>  
**Subject:** Name change

Hi Mary. Could you forward something showing the change in Farices name from Holmes to Holmes-Cuyler?

Thank you -Meghan

---

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.

---

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.

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---



## Chapter 12-9, F.A.C.



CX# 03111785 \$ 255.00



## Application for Certified Florida Collector or Certified Florida Collector Assistant

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

### Property Tax Oversight Program Florida Department of Revenue

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

Signature

Tax Collector

Title

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

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

(Make checks payable to Florida Department of Revenue)

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

Name Tami Baptiste Tami C. N.  
(Last) (First) (Middle)

E-mail Address TCTB31@MIAMI DADE.GOV

Business Phone Number 305 375-1613

Employed By MIAMI DADE COUNTY FINANCE DIV.

Job Title TAX RECORD SPECIALIST II

Name of High School THOMAS DEFFERSON (N.Y.) Graduated? ☒ Yes ☐ No

Name of College BROWARD COMMUNITY COLLEGE Graduated? ☐ Yes ☒ No

Professional Organizations (in the collection field) \_\_\_\_\_

List below all tax collection courses and enclose a copy of the certificate of completion TCC501 <sup>Duties & responsibilities of</sup> FL. Tax Collectors  
TCC504 <sup>Collection & distribution of</sup> collection of licenses, taxes & fees TCC503 Property taxes & special  
TCC001 Bankruptcy Course TCC002 effective decision making TCC03 <sup>Customer</sup> Service course

Professional Designations \_\_\_\_\_

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

Name of Employer MIAMI DADE COUNTY FINANCE DIV.

Your Title TAX RECORDS SPEC II From 1/30/2000 To Present

Name of Employer \_\_\_\_\_

Your Title \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

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

Signed: Tami Jean Baptiste Date: \_\_\_\_\_

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



*Certifies that*

*Josy Jean-Baptiste*

*has successfully completed*

*DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS*

*TCC 501, 30 Hours*

*January 27-31, 2020*

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



*Certifies that*

*Josy Jean-Baptiste*

*has successfully completed*

*THE COLLECTION OF LICENSES, TAXES AND FEES*

*TCC 504, 30 Hours*

*July 6-29, 2020*

**Jean-Baptiste, Josy C. (FIN)**

---

**From:** LMSadmin@dor.state.fl.us  
**Sent:** Friday, January 24, 2020 1:13 PM  
**To:** Jean-Baptiste, Josy C. (FIN)  
**Subject:** BANKRUPTCY COURSE Certificate

EMAIL RECEIVED FROM EXTERNAL SOURCE.

MIAMI-DADE COUNTY  
TAX COLLECTOR  
2020 JAN 28 A 10:17  
RECEIVED

**Congratulations,**  
**JOSY JEAN-BAPTISTE,**

on completing

**TCC 001 - BANKRUPTCY COURSE**

course on

**Monday, January 13, 2020**

**15.00 credit hours**

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

**Jean-Baptiste, Josy C. (FIN)**

---

**From:** LMSadmin@dor.state.fl.us  
**Sent:** Friday, January 24, 2020 1:12 PM  
**To:** Jean-Baptiste, Josy C. (FIN)  
**Subject:** EFFECTIVE DECISION MAKING Certificate

EMAIL RECEIVED FROM EXTERNAL SOURCE.

MIAMI-DADE COUNTY  
TAX COLLECTOR

2020 JAN 28 A 10:17

RECEIVED

**Congratulations,**  
**JOSY JEAN-BAPTISTE,**  
on completing

**TCC 002 - EFFECTIVE DECISION MAKING**

course on

Friday, January 17, 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.

**Jean-Baptiste, Josy C. (FIN)**

---

**From:** LMSadmin@dor.state.fl.us  
**Sent:** Friday, January 24, 2020 1:12 PM  
**To:** Jean-Baptiste, Josy C. (FIN)  
**Subject:** CUSTOMER SERVICE COURSE Certificate

EMAIL RECEIVED FROM EXTERNAL SOURCE.

MIAMI-DADE COUNTY  
TAX COLLECTOR

2020 JAN 28 A 10:17

RECEIVED

**Congratulations,**

**JOSY JEAN-BAPTISTE,**

on completing

**TCC 003 - CUSTOMER SERVICE COURSE**

course on

Friday, January 17, 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.



**Jean-Baptiste, Josy C. (FIN)**

---

**From:** LMSadmin@dor.state.fl.us  
**Sent:** Friday, January 24, 2020 1:13 PM  
**To:** Jean-Baptiste, Josy C. (FIN)  
**Subject:** COLLECTION AND DISTRIBUTION OF PROPERTY TAXES AND SPECIAL ASSESSMENTS Certificate

EMAIL RECEIVED FROM EXTERNAL SOURCE.

MIAMI-DADE COUNTY  
TAX COLLECTOR

2020 JAN 28 A 10:17

RECEIVED

**Congratulations,**

**JOSY JEAN-BAPTISTE,**

on completing

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

course on

Thursday, January 16, 2020

30.00 credit hours

## Chapter 12-9, F.A.C.





# Application for Certified Florida Collector or Certified Florida Collector Assistant

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

## Property Tax Oversight Program Florida Department of Revenue

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

David W. Jordan

Signature

Lake County Tax Collector

Title

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

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

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

Name Jordan Tameka

E-mail Address Tallenjordan3@icloud.com

Business Phone Number (352) 343-9602

Employed By Lake County Tax Collector

Job Title Customer Representative II

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

Name of College Duquesne College Graduated? ☒ Yes ☐ No

Professional Organizations (in the collection field) \_\_\_\_\_

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

Driver License Phase I, DL Transformed: Financial Responsibility (FR), DL Transformed: Fraudulent Document Recognition,

DL Transformed: Legal Presence, DL Transformed: Sanctions, AAARVA FDL 2020: Vehicle Identification Documents, AAARVA FDL 2020: High Quality Counterfeit Level 1.

Professional Designations \_\_\_\_\_

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

Name of Employer Lake County Tax Collector

Your Title Customer Representative II From 10/2013 To Present

Name of Employer \_\_\_\_\_

Your Title \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

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

Signed: [Signature] Date: 3/8/21

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



*Certifies that*

***Tameka Jordan***

*has successfully completed*

***DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS***

***TCC 501, 30 Hours***

***February 20, 2020***

Congratulations,

TAMEKA JORDAN,

on completing

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

course on

Wednesday, December 2, 2020

30.00 credit hours





*This certificate is awarded to*

**TAMEKA JORDAN**

*for the successful completion of the course*

**DL Transformed: Phase I**  
by FLHSMV

**24 Hours 0 Minutes**

**Date: 10/17/2014**



*This certificate is awarded to*

**TAMEKA JORDAN**

*for the successful completion of the course*

**DL Transformed: Financial Responsibility(FR)**  
by FLHSMV

**9 Hours 0 Minutes**

**Date: 6/10/2019**





*This certificate is awarded to*

**TAMEKA JORDAN**

*for the successful completion of the course*

**DL Transformed: Fraudulent Document Recognition (FDR)**  
by FLHSMV

**8 Hours 0 Minutes**

**Date: 10/14/2014**



*This certificate is awarded to*

**TAMEKA JORDAN**

*for the successful completion of the course*

**DL Transformed: Legal Presence**  
by FLHSMV

**9 Hours 0 Minutes**

**Date: 6/12/2019**



*This certificate is awarded to*

**TAMEKA JORDAN**

*for the successful completion of the course*

**DL Transformed: Sanctions**  
by FLHSMV

**9 Hours 0 Minutes**

**Date: 6/11/2019**



*This certificate is awarded to*

**TAMEKA JORDAN**

*for the successful completion of the course*

**AAMVA FDR 2020: Vehicle Identification Documents**  
by External Training

**0 Hours 30 Minutes**

**Date: 3/4/2021**



*This certificate is awarded to*

**TAMEKA JORDAN**

*for the successful completion of the course*

**AAMVA FDR 2020: High Quality Counterfeits Level 1**  
by External Training

**0 Hours 30 Minutes**

**Date: 3/5/2021**

## Chapter 12-9, F.A.C.





# Application for Certified Florida Collector or Certified Florida Collector Assistant

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

## Property Tax Oversight Program Florida Department of Revenue

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

David W. Judd  
Signature

Lake County Tax Collector  
Title

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

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

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

Name Kanaujia Rajjanlal

E-mail Address raho777@yahoo.com (Last) (First) (Middle)

Business Phone Number (352) 343-9602

Employed By Lake County Tax Collector

Job Title Customer Representative II

Name of High School Lake Technical Center (GED) Graduated? ☒ Yes ☐ No

Name of College Lake Sumter Community College Graduated? ☒ Yes ☐ No

Professional Organizations (in the collection field) \_\_\_\_\_

List below all tax collection courses and **enclose a copy of the certificate of completion** TCC 501, TCC503

Driver License Phase I, Driver License Phase II

Professional Designations \_\_\_\_\_

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

Name of Employer Lake County Tax Collector

Your Title Customer Representative II From 4/2016 To Present

Name of Employer \_\_\_\_\_

Your Title \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

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

Signed: [Signature] Date: 12/03/20





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

*Certifies that*

***Rajjanlal Kanauija***

*has successfully completed*

***DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS***

***TCC 501, 30 Hours***

***January 27-31, 2020***

Congratulations,

RAJJANLAL KANAUIA,

on completing

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

course on

Saturday, November 28, 2020

30.00 credit hours



*This certificate is awarded to*

**RAJJANLAL KANAUIA**

*for the successful completion of the course*

**DL Transformed: Phase I**  
by FLHSMV

**45 Hours 0 Minutes**

**Date: 8/25/2017**



*This certificate is awarded to*

**RAJJANLAL KANAUIJA**

*for the successful completion of the course*

**DL Transformed: Phase II**  
by FLHSMV

**45 Hours 0 Minutes**

**Date: 5/5/2017**

## Chapter 12-9, F.A.C.



Name to appear on certificate:

Thomas C. Lackey

Previous Name(s)(if applicable) ☐ documentation included

County: Lake

Job Title: Director of Office Operations

Certification Requested: Certified Florida Collector Assistant      ☒ Initial      ☐ Reinstatement

## Application

- ☑ Application with required signatures
- ☑ Application fee
- ☑ Courses listed on application
- ☑ Employment dates listed
  - ☑ Include current employment
  - ☑ Two years of experience with an applicable office

From: 1/7/19 to Present

From: \_\_\_\_\_ to \_\_\_\_\_

Course Information		
Course Name	Hours Credited	Certificate Included
<b>Required Course 1</b>		
TCC 501 – Duties and Responsibilities of Florida Tax Collectors	30.00	YES
<b>Required Course 2 (if applicable)</b>		
<b>Additional Courses</b>		
TCC 503 – Collection and Distribution of Property Taxes and Special Assessments	30.00	YES
TCC 001 – Bankruptcy	15.00	YES
TCC 002 – Effective Decision Making	10.00	YES
TCC 003 – Customer Service	5.00	YES
FSU – Certified Supervisory Manager	120.00	YES
<b>TOTAL HOURS</b>	<b>210.00</b>	

**Committee recommends certification.**    ☐ Yes ☐ No

NOTES:



# Application for Certified Florida Collector or Certified Florida Collector Assistant

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

## Property Tax Oversight Program Florida Department of Revenue

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

David W. Juch  
Signature

Lake County Tax Collector  
Title

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

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

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

Name Lackey Thomas C  
(Last) (First) (Middle)

E-mail Address tom.lackey@laketax.com

Business Phone Number (352) 253-2109

Employed By Lake County Tax Collector

Job Title Director of Office Operations

Name of High School Mount Dora High School Graduated? ☒ Yes ☐ No

Name of College Warner University Graduated? ☒ Yes ☐ No

Professional Organizations (in the collection field) \_\_\_\_\_

List below all tax collection courses and enclose a copy of the certificate of completion TCC 501, TCC 503  
TCC 001, TCC 002, TCC 003, CPM Certification

Professional Designations Certified Public Manager (CPM)

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

Name of Employer Lake County Tax Collector

Your Title Director of Office Operations From 01/07/2019 To Present

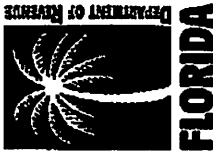
Name of Employer \_\_\_\_\_

Your Title \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

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

Signed: [Signature] Date: 6 Feb 2019





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

*Certifies that*

*Thomas Lackey*

*has successfully completed*

*DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS*

*TCC 501, 30 Hours*

*January 14-18, 2019*



Congratulations,

THOMAS LACKEY,

on completing

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

course on

Tuesday, July 23, 2019

30.00 credit hours



**Tom Lackey**

---

**From:** LMSadmin@dor.state.fl.us  
**Sent:** Wednesday, November 11, 2020 11:04 AM  
**To:** Tom Lackey  
**Subject:** BANKRUPTCY COURSE Certificate

**Congratulations,**

**THOMAS LACKEY,**

**on completing**

**TCC 001 - BANKRUPTCY COURSE**

**course on**

**Wednesday, November 11, 2020**

**15.00 credit hours**

---

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Congratulations,

THOMAS LACKEY,

on completing

**TCC 002 - EFFECTIVE DECISION MAKING**

course on

Thursday, December 10, 2020

10.00 credit hours

**Tom Lackey**

---

**From:** LMSadmin@dor.state.fl.us  
**Sent:** Monday, September 14, 2020 5:03 PM  
**To:** Tom Lackey  
**Subject:** CUSTOMER SERVICE COURSE Certificate

**Congratulations,**

**THOMAS LACKEY,**

on completing

**TCC 003 - CUSTOMER SERVICE COURSE**

course on

Monday, September 14, 2020

5.00 credit hours

---

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# The State of Florida

AND

THE FLORIDA CENTER FOR PUBLIC MANAGEMENT

AT THE FLORIDA STATE UNIVERSITY

CERTIFY THAT

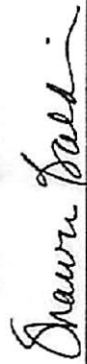
**Thomas W. Larky**

HAS SATISFACTORILY COMPLETED ALL OF THE REQUIREMENTS  
IN THE SUPERVISORY MANAGEMENT CURRICULUM  
OF THE FLORIDA CPM PROGRAM FOR THE

# Certificate in Supervisory Management

May 2007

  
GOVERNOR

  
DIRECTOR

  
PRESIDENT

  
VICE PRESIDENT



## Chapter 12-9, F.A.C.





CK# 03171785 \$ 295.00



# Application for Certified Florida Collector or Certified Florida Collector Assistant

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

## Property Tax Oversight Program Florida Department of Revenue

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

*[Signature]*

Signature

*Tax Collector*

Title

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

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

(Make checks payable to Florida Department of Revenue)

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

Name Mathis Marvis Patrice

(Last) (First) (Middle)

E-mail Address Marvis.Mathis@miamidade.gov

Business Phone Number 305-375-3860

Employed By Miami-Dade County

Job Title Senior Tax Record Specialist

Name of High School American Senior High School Graduated? ☒ Yes ☐ No

Name of College Life Christian University Graduated? ☒ Yes ☐ No

Professional Organizations (in the collection field) \_\_\_\_\_

List below all tax collection courses and enclose a copy of the certificate of completion TCC 001 - Bankruptcy Course

TCC 002 - Effective Decision Making TCC 003 Customer Service Course

TCC 503 Collection and Distribution of Property Taxes TCC 504 Collection of Licenses  
Taxes and Fees TCC 501 Duties and Responsibilities of Florida Collectors

Professional Designations \_\_\_\_\_

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

Name of Employer Miami Dade Tax Collector

Your Title Tax Record Specialist 2 From Oct 1993 To Aug 2013

Name of Employer Miami Dade Tax Collector

Your Title Senior Tax Record Specialist From Aug 2013 To Present

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

Signed: *[Signature]* Date: 8/5/20



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



*Certifies that*

*Marvis Mathis*

*has successfully completed*

*DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS*

*TCC 501, 30 Hours*

*January 27-31, 2020*

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



*Certifies that*

*Marvis Mathis*

*has successfully completed*

*THE COLLECTION OF LICENSES, TAXES AND FEES*

*TCC 504, 30 Hours*

*July 6-29, 2020*

**Congratulations,**

**MARVIS MATHIS,**

**on completing**

**TCC 001 - BANKRUPTCY COURSE**

**course on**

**Tuesday, December 04, 2018**

**15.00 credit hours**



---

Congratulations,

MARVIS MATHIS,

on completing

**TCC 002 - EFFECTIVE DECISION MAKING**

course on

Monday, December 03, 2018

10.00 credit hours



Congratulations,

MARVIS MATHIS,

on completing

**TCC 003 - CUSTOMER SERVICE COURSE**

course on

Tuesday, November 27, 2018

5.00 credit hours

This is an EXTERNAL email. Exercise caution. DO NOT open attachments or click links from unknown senders or unexpected emails.

**Congratulations,**

**MARVIS MATHIS,**

on completing

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

course on

Friday, November 30, 2018

30.00 credit hours



# CERTIFICATION APPLICATION CHECKLIST

Chapter 12-9, F.A.C.



Name to appear on certificate:

Nicole McArthur

Previous Name(s)(if applicable) ☐ documentation included

County: Hillsborough

Job Title: Supervisor

Certification Requested: Certified Florida Collector Assistant

☒ Initial

☐ Reinstatement

## **Application**

☒ Application with required signatures

☒ Application fee

☒ Courses listed on application

☒ Employment dates listed

☒ Include current employment

☒ Two years of experience with an applicable office

From: 10/26/15 to Present

From: 3/10/13 to 10/25/15

Course Information		
Course Name	Hours Credited	Certificate Included
<b>Required Course 1</b>		
TCC 501 – Duties and Responsibilities of Florida Tax Collectors	30.00	YES
<b>Required Course 2 (if applicable)</b>		
<b>Additional Courses</b>		
TCC 502 – Management of a Florida Tax Collector's Office	30.00	YES
TCC 503.01 – Current Ad Valorem Taxes	4.00	YES
TCC 503.02 – Tangible Personal Property	4.00	YES
TCC 503.03 – Non-Ad Valorem Assessments	4.00	YES
TCC 503.04 – Delinquent Taxes	4.00	YES
TCC 503.05 - Refunds	4.00	YES
TCC 503.07 – Tax Deeds	2.00	YES
TCC 503.08 – Mapping Basics	2.00	YES
TCC 503.09 – Distribution of Taxes	2.00	YES
TCC 503.06 – Annual Tax Rolls	4.00	YES
TCC 001 - Bankruptcy	15.00	YES
TCC 002 - Effective Decision Making	10.00	YES
TCCC 003 - Customer Service Course	5.00	YES
AAMVA CDL: Module 2	0.75	YES
<b>TOTAL HOURS</b>	<b>120.75</b>	

**Committee recommends certification.** ☐ Yes ☐ No

NOTES:





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

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

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

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

[Signature]  
Signature  
Tax Collector  
Title

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

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

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

Name McArthur Nicole

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

Business Phone Number 813-635-5210 ext # 5466

Employed By Hillsborough County Tax Collector

Job Title Supervisor

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

Name of College Everest University Graduated? ☒ Yes ☐ No

Professional Organizations (in the collection field) \_\_\_\_\_

List below all tax collection courses and enclose a copy of the certificate of completion TCC501; TCC502; TCC503;  
TCC001; TCC002; TCC003

Professional Designations \_\_\_\_\_

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

Name of Employer Hillsborough County Tax Collector

Your Title Supervisor From 10/26/2015 To Present

Name of Employer Hillsborough County Tax Collector

Your Title Sr. Customer Service Rep From 03/10/2013 To 10/25/2015

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

Signed: Nicole McArthur Date: 10/14/20

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

*Certifies that*

*Nicole McArthur*

*has successfully completed*

*DUTIES & RESPONSIBILITIES OF FLORIDA TAX COLLECTORS*

*TCC 501, 30 Hours*

*June 5-9, 2017*

  
Megan Miller, Training Director  
Property Tax Oversight

  
Donna Arnesen, Research & Training Specialist  
Property Tax Oversight

**Congratulations**

Nicole McArthur

on completing the

**TCC 503 Current Ad Valorem Taxes**

course on

8/14/2017

4 credit hours



**Congratulations**

Nicole McArthur

on completing the

**TCC 503 Tangible Personal Property**

course on

8/14/2017

4 credit hours



**Congratulations**

Nicole McArthur

on completing the

**TCC 503 Non-Ad Valorem Assessments**



course on

8/16/2017

4 credit hours

**Congratulations**

Nicole McArthur

on completing the

**TCC 503 Annual Tax Roll**

course on

8/25/2017

4 credit hours



**Congratulations**

Nicole McArthur

on completing the

**TCC 503 Mapping Basics**

course on

8/29/2017

2 credit hours



**Congratulations**

Nicole McArthur

on completing the

**TCC 503 Refunds**

course on

8/22/2017

4 credit hours



**Congratulations**

Nicole McArthur

on completing the

**TCC 503 Delinquent Taxes**

course on

8/21/2017

4 credit hours



## Congratulations

**Nicole McArthur**

on completing the  
**TCC 503 Tax Deeds**  
course on  
8/25/2017  
2 credit hours



## Congratulations



Nicole McArthur

on completing the  
**TCC 503 Distribution of Taxes**  
course on  
8/31/2017  
2 credit hours



## Congratulations

Nicole McArthur

on completing the  
**TCC 001 Bankruptcy** course on  
5/15/2018  
15 credit hours



## Congratulations,

NICOLE MCARTHUR,

on completing

**TCC 002 - EFFECTIVE DECISION MAKING**

course on  
Tuesday, January 14, 2020  
10.00 credit hours



## Congratulations,

NICOLE MCARTHUR,

on completing

**TCC 003 - CUSTOMER SERVICE COURSE**

course on  
Thursday, January 16, 2020  
5.00 credit hours



This certificate is awarded to  
**NICOLE MCARTHUR**

for the successful completion of the course

**AAMVA CDL 2015: Module 2 - Overview of the CDL Tests**  
By MS

Date: 1/1/2016

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



*Certifies that*

***Nicole McArthur***

*has successfully completed*

**MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE**  
TCC 502, 30 Hours  
September 18 - October 2, 2020

## Chapter 12-9, F.A.C.



Name to appear on certificate:

Cheryl C. Mitchell

Previous Name(s)(if applicable) ☐ documentation included

Cheryl David-Mitchell

County: St. Lucie

Job Title: CSR

Certification Requested: Certified Florida Collector Assistant

☒ Initial

☐ Reinstatement

## Application

☒ Application with required signatures

☒ Application fee☒ Courses listed on application☒ Employment dates listed☒ Include current employment

☒ Two years of experience with an applicable office

From: 1/19/00      to Present

From: \_\_\_\_\_ to \_\_\_\_\_

Course Information		
Course Name	Hours Credited	Certificate Included
<b>Required Course 1</b>		
TCC 501 – Duties and Responsibilities of Florida Tax Collectors	30.00	YES
<b>Required Course 2 (if applicable)</b>		
<b>Additional Courses</b>		
TCC 503 – Collection and Distribution of Property Taxes and Special Assessments	30.00	YES
TCC 502 – Management of a Florida Tax Collector's Office	30.00	YES
TCC 504 – Collection of Licenses, Taxes and Fees	30.00	YES
<b>TOTAL HOURS</b>	<b>120.00</b>	

**Committee recommends certification.**    ☐ Yes ☐ No

NOTES:



FLORIDA

## Application for Certified Florida Collector or Certified Florida Collector Assistant

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

### Property Tax Oversight Program Florida Department of Revenue

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

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

Cheryl David Mitchell Victoria Kram  
Signature

Director of Human Resources

Title

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

(Make checks payable to Florida Department of Revenue)

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

Name Mitchell Cheryl C.  
(Last) (First) (Middle)

E-mail Address tax229@tcsic.com

Business Phone Number (772) 462-1650

Employed By St. Lucie County Tax Collector

Job Title CSR

Name of High School Erasmus High Brooklyn N.Y. Graduated? ☒ Yes ☐ No

Name of College \_\_\_\_\_ Graduated? ☐ Yes ☐ No

Professional Organizations (in the collection field) \_\_\_\_\_

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

TCC501, TCC502, TCC503, TCC504

Professional Designations \_\_\_\_\_

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

Name of Employer St. Lucie County Tax Collector

Your Title CSR From 1/19/2000 To 1/15/2021

Name of Employer \_\_\_\_\_

Your Title \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

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

Signed: Cheryl David Mitchell Date: 1/15/2021



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



*Certifies that*

*Cheryl David-Mitchell*

*has successfully completed*

*DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS*

*TCC 501, 30 Hours*

*February 13, 2020*



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

*Certifies that*

*Cheryl Mitchell*

*has successfully completed*

*MANAGEMENT OF A FLORIDA TAX COLLECTORS OFFICE*

*TCC 502, 30 Hours*

*September 18 - October 2, 2020*



**COLLECTION AND DISTRIBUTION OF PROPERTY TAXES AND SPECIAL ASSESSMENTS Certificate**

L

LMSadmin@dor.state.fl.us

Thu 12/12/2019 5:10 PM

tax229 ☑



**Congratulations,**

**CHERYL DAVID-MITCHELL,**

on completing

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

course on

Thursday, December 12, 2019

30.00 credit hours

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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





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

*Certifies that*

*Cheryl David-Mitchell*

*has attended*

*THE COLLECTION OF LICENSES, TAXES AND FEES*

*TCC 504, 30 Hours*

*June 10-14, 2019*



# CERTIFICATION APPLICATION CHECKLIST

Chapter 12-9, F.A.C.



Name to appear on certificate:

Tammy Montgomery

Previous Name(s)(if applicable) ☐ documentation included

County: Hillsborough

Job Title: Supervisor

Certification Requested: Certified Florida Collector Assistant

☒ Initial

☐ Reinstatement

## **Application**

☒ Application with required signatures

☒ Application fee

☒ Courses listed on application

☒ Employment dates listed

☒ Include current employment

☒ Two years of experience with an applicable office

From: 5/14/12 to Present

From: 10/1/00 to 5/13/12

Course Information		
Course Name	Hours Credited	Certificate Included
<b>Required Course 1</b>		
TCC 501 – Duties and Responsibilities of Florida Tax Collectors	30.00	YES
<b>Required Course 2 (if applicable)</b>		
<b>Additional Courses</b>		
TCC 502 – Management of a Florida Tax Collector's Office	30.00	YES
TCC 503.01 – Current Ad Valorem Taxes	4.00	YES
TCC 503.02 – Tangible Personal Property	4.00	YES
TCC 503.03 – Non-Ad Valorem Assessments	4.00	YES
TCC 503.04 – Delinquent Taxes	4.00	YES
TCC 503.05 - Refunds	4.00	YES
TCC 503.07 – Tax Deeds	2.00	YES
TCC 503.08 – Mapping Basics	2.00	YES
TCC 503.09 – Distribution of Taxes	2.00	YES
TCC 503.06 – Annual Tax Rolls	4.00	YES
TCC 001 - Bankruptcy	15.00	YES
TCC 002 - Effective Decision Making	10.00	YES
TCCC 003 - Customer Service Course	5.00	YES
DHSMV - Fraudulent Document Training	8.00	YES
<b>TOTAL HOURS</b>	<b>128.00</b>	

**Committee recommends certification.** ☐ Yes ☐ No

NOTES:



Application for Certified Florida Collector  
or Certified Florida Collector Assistant

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

Property Tax Oversight Program  
Florida Department of Revenue

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

RECEIVED

DEC 14 2020

DEPT OF REV  
PROPERTY TAX OVERSIGHT

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

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

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

Name Montgomery Tammy Johnson

E-mail Address montgomeryt@hillstax.org

Business Phone Number 813-635-5210 ext. 5428

Employed By Hillsborough County Tax Collector

Job Title Supervisor

Name of High School King High School, Tampa, FL Graduated? ☒ Yes ☐ No

Name of College \_\_\_\_\_ Graduated? ☐ Yes ☐ No

Professional Organizations (in the collection field) \_\_\_\_\_

List below all tax collection courses and **enclose a copy of the certificate of completion** TCC501, TCC502, TCC503

TCC001, TCC002, TCC003 Fraudulent Documentation Recognition Training

Professional Designations \_\_\_\_\_

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

Name of Employer Hillsborough County Tax Collector

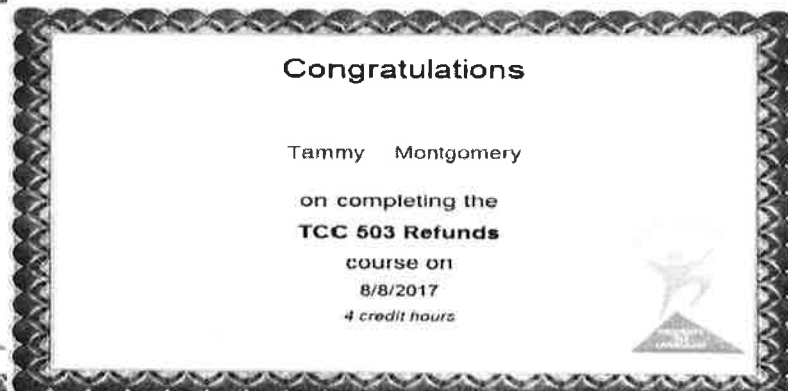
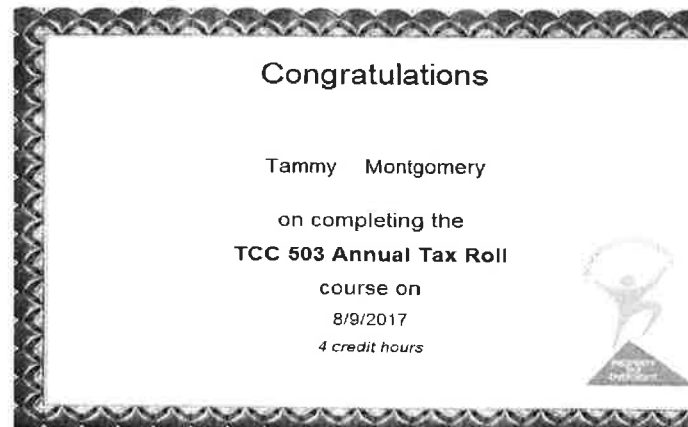
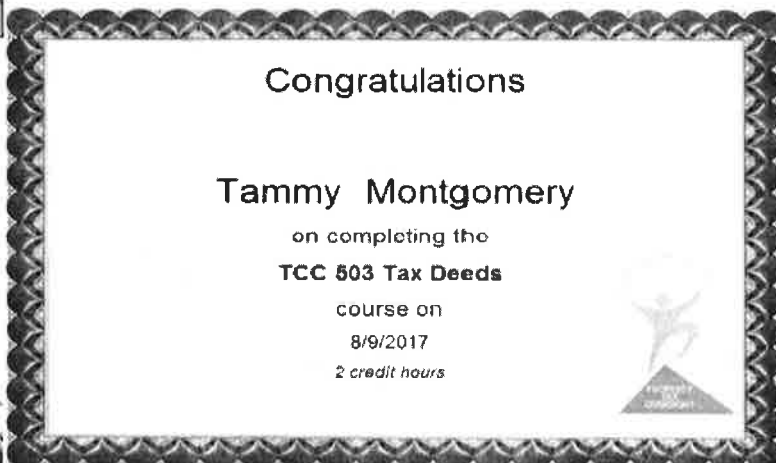
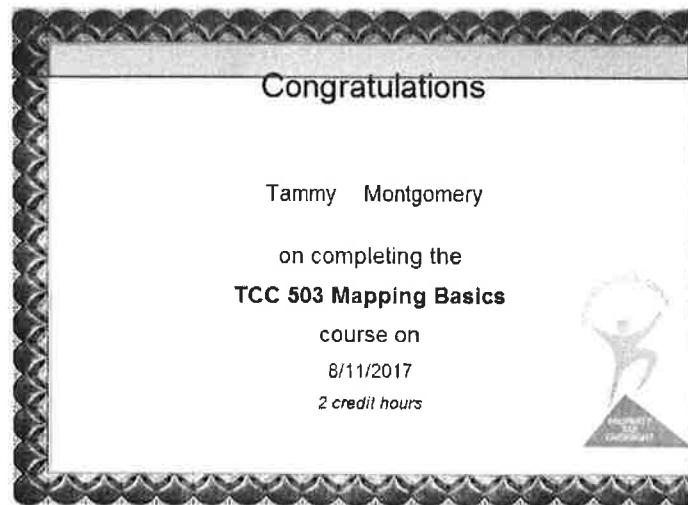
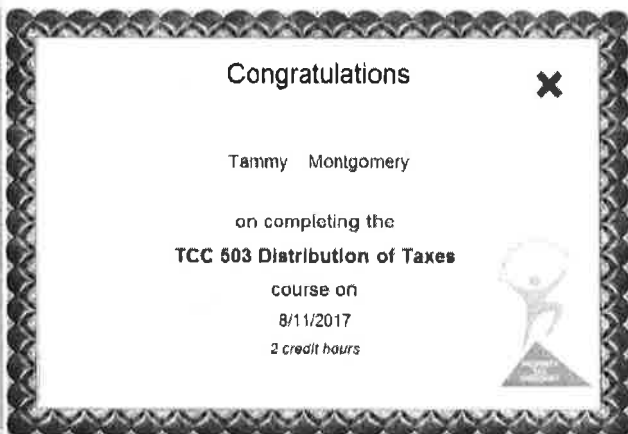
Your Title Supervisor From 05/14/2012 To Present

Name of Employer Hillsborough County Tax Collector

Your Title Customer Service Rep From 10/01/2000 To 05/13/2012

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

Signed: Tammy Johnson Date: 10-28-20



## Congratulations

Tammy Montgomery

on completing the  
**TCC 503 Delinquent Taxes** course on  
8/3/2017  
4 credit hours



## Congratulations

Tammy Montgomery

on completing the  
**TCC 503 Non-Ad Valorem Assessments** course on  
8/2/2017  
4 credit hours



## Congratulations

Tammy Montgomery

on completing the  
**TCC 503 Tangible Personal Property**  
course on  
8/1/2017  
4 credit hours



## Congratulations

Tammy Montgomery

on completing the  
**TCC 503 Current Ad Valorem Taxes**  
course on  
7/31/2017  
4 credit hours



## Congratulations

Tammy Montgomery

on completing the  
**TCC 001 Bankruptcy** course on  
8/30/2017  
15 credit hours



## Congratulations

Tammy Montgomery

on completing the  
**TCC 002 Effective Decision Making** course on  
9/13/2017  
10 credit hours



## Congratulations

Tammy Montgomery

on completing the  
**TCC 003 Customer Service** course on  
9/19/2017  
5 credit hours

## Chapter 12-9, F.A.C.



Name to appear on certificate:

Juan C. Ojeda

Previous Name(s)(if applicable) ☐ documentation included

County: Dade

**Job Title:** Finance Collection & Enforcement Officer

Certification Requested: Certified Florida Collector Assistant ☒ Initial ☐ Reinstatement

## Application

- ☑ Application with required signatures
- ☑ Application fee
- ☑ Courses listed on application
- ☑ Employment dates listed
  - ☑ Include current employment
  - ☑ Two years of experience with an applicable office

From: 8/14/94      to Present

From: \_\_\_\_\_ to \_\_\_\_\_

Course Information		
Course Name	Hours Credited	Certificate Included
<b>Required Course 1</b>		
TCC 501 – Duties and Responsibilities of Florida Tax Collectors	30.00	YES
<b>Required Course 2 (if applicable)</b>		
<b>Additional Courses</b>		
TCC 504 – Collection of Licenses, Taxes and Fees	30.00	YES
TCC 503 – Collection and Distribution of Property Taxes and Special Assessments	30.00	YES
TCC 001 – Bankruptcy	15.00	YES
TCC 002 – Effective Decision Making	10.00	YES
TCC 003 – Customer Service	5.00	YES
<b>TOTAL HOURS</b>	<b>120.00</b>	

**Committee recommends certification.**    ☐ Yes ☐ No

NOTES:



CK# 0377785

\$ 215.00



## Application for Certified Florida Collector or Certified Florida Collector Assistant

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

### Property Tax Oversight Program Florida Department of Revenue

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

Signature

Title

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

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

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

Name Oseda JUAN C.  
(Last) (First) (Middle)

E-mail Address SC0@MIAMIDADE.GOV

Business Phone Number (305) 375-3868

Employed By MIAMI DADE COUNTY FINANCE DEPARTMENT

Job Title FINANCE COLLECTION & ENFORCEMENT OFFICER

Name of High School MIAMI SENIOR HIGH SCHOOL Graduated? ☒ Yes ☐ No

Name of College \_\_\_\_\_ Graduated? ☐ Yes ☐ No

Professional Organizations (in the collection field) \_\_\_\_\_

List below all tax collection courses and enclose a copy of the certificate of completion TCC 001 (BANKRUPTCY), TCC 002 (EFFECTIVE DECISION MAKING), TCC 003 (CUSTOMER SERVICE), TCC 501 (DUTIES & RESPONSIBILITIES OF FL TAX COLLECTORS), TCC 503 (COLLECTION & DISTRIBUTION OF PROPERTY TAXES & SPECIAL ASSESSMENTS), TCC 504 (THE COLLECTION OF LICENSES, TAXES AND FEES)  
Professional Designations \_\_\_\_\_

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

Name of Employer MIAMI DADE FINANCE DEPARTMENT TAX COLLECTORS OFFICE

Your Title FINANCE COLLECTION & ENFORCEMENT OFFICER From 8/14/1994 To PRESENT

Name of Employer \_\_\_\_\_

Your Title \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

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

Signed: Juan C. Oseda Date: 8/11/2020

## Meghan Miller

---

**From:** Chuck, Paulette (FIN) <Paulette.Chuck@miamidade.gov>  
**Sent:** Monday, November 23, 2020 2:58 PM  
**To:** Meghan Miller  
**Subject:** FW: CFCA application - Ojeda

Meghan,

See Mr. Ojeda's employment date with MDC ??

---

**From:** Ojeda, Juan (FIN)  
**Sent:** Monday, November 23, 2020 1:37 PM  
**To:** Chuck, Paulette (FIN) <Paulette.Chuck@miamidade.gov>  
**Subject:** Re: CFCA application - Ojeda

Hello Paulette,  
It was on 8/14/1994.  
Thank you  
JC Ojeda

Sent from my iPad

On Nov 23, 2020, at 12:15 PM, Chuck, Paulette (FIN) <[Paulette.Chuck@miamidade.gov](mailto:Paulette.Chuck@miamidade.gov)> wrote:

JC – see email from Meghan .....

---

**From:** Meghan Miller [<mailto:Meghan.Miller@floridarevenue.com>]  
**Sent:** Monday, November 23, 2020 11:38 AM  
**To:** Chuck, Paulette (FIN) <[Paulette.Chuck@miamidade.gov](mailto:Paulette.Chuck@miamidade.gov)>  
**Cc:** Kelly McLane <[Kelly.McLane@floridarevenue.com](mailto:Kelly.McLane@floridarevenue.com)>  
**Subject:** CFCA application - Ojeda  
**Importance:** High

Hi Paulette. Could you tell me what the date is of Mr. Ojeda's employment start with MDCTCO? I cannot read it. Thank you. Meghan

---

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

---

<CFCA - Ojeda - Juan.pdf>

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



*Certifies that*

*Juan Ojeda*

*has successfully completed*

*DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS*

*TCC 501, 30 Hours*

*January 27-31, 2020*

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



*Certifies that*

***Juan Ojeda***

*has successfully completed*

*THE COLLECTION OF LICENSES, TAXES AND FEES*

*TCC 504, 30 Hours*

*July 6-29, 2020*

Congratulations,

JUAN OJEDA,

on completing

**TCC 001 - BANKRUPTCY COURSE**

course on

Wednesday, January 22, 2020

15.00 credit hours



Congratulations,

JUAN OJEDA,

on completing

**TCC 002 - EFFECTIVE DECISION MAKING**

course on

Monday, February 3, 2020

10.00 credit hours

Congratulations,

JUAN OJEDA,

on completing

**TCC 003 - CUSTOMER SERVICE COURSE**

course on

Monday, February 3, 2020

5.00 credit hours

Congratulations,

JUAN OJEDA,

on completing

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

course on

Friday, January 24, 2020

30.00 credit hours

## Chapter 12-9, F.A.C.



CK# ~~81500~~ 03171785 \$275.00



Application for Certified Florida Collector  
or Certified Florida Collector Assistant

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

Property Tax Oversight Program  
Florida Department of Revenue

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

Signature

Title

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

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

(Make checks payable to Florida Department of Revenue)

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

Name PENA JOHANN

E-mail Address JOHANN.PENA@MIAMI-DADE.GOV

Business Phone Number 305-375-1626

Employed By MIAMI-DADE COUNTY

Job Title TAX RECORDS SPECIALIST 2

Name of High School OVERSEAS Graduated? ☒ Yes ☐ No

Name of College MIAMI DADE COLLEGE Graduated? ☐ Yes ☒ No

Professional Organizations (in the collection field) \_\_\_\_\_

List below all tax collection courses and enclose a copy of the certificate of completion TCC 501 DUTIES & RESPONSIBILITIES OF FL TAX COLLECTORS  
TCC 504 COLLECTION OF LICENSES, TAXES & FEES / TCC 503 COLLECTION & DISTRIBUTION OF PROPERTY TAXES & SPECIAL ASSESSMENTS  
TCC 001 BANKRUPTCY COURSE / TCC 002 EFFECTIVE DECISION MAKING / TCC 003 CUSTOMER SERVICE COURSE  
CUSTOMER SERVICE ESSENTIALS (BONFIRE TRAINING)

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

Name of Employer MIAMI-DADE COUNTY

Your Title TAX RECORDS SPECIALIST 2 From 9/28/15 To PRESENT

Name of Employer \_\_\_\_\_

Your Title \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

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

Signed: Date: 8/5/2020



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



*Certifies that*

*Johann Pena*

*has successfully completed*

*DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS*

*TCC 501, 30 Hours*

*January 27-31, 2020*





# *The Florida Department of Revenue*

*Property Tax Oversight, Certification and Training Team*

*Certifies that*

*Johann Pena*

*has successfully completed*

*THE COLLECTION OF LICENSES, TAXES AND FEES*

*TCC 504, 30 Hours*

*July 6-29, 2020*

**Pena, Johann (FIN)**

---

**From:** LMSadmin@dor.state.fl.us  
**Sent:** Monday, January 13, 2020 3:07 PM  
**To:** Pena, Johann (FIN)  
**Subject:** COLLECTION AND DISTRIBUTION OF PROPERTY TAXES AND SPECIAL ASSESSMENTS Certificate

EMAIL RECEIVED FROM EXTERNAL SOURCE.

**Congratulations,**

**JOHANN PENA,**

on completing

**TCCO 503 - COLLECTION AND DISTRIBUTION OF 1  
TAXES AND SPECIAL ASSESSMENTS**

course on

Monday, January 13, 2020

30.00 credit hours



**Pena, Johann (FIN)**

---

**From:** LMSadmin@dor.state.fl.us  
**Sent:** Tuesday, January 14, 2020 12:22 PM  
**To:** Pena, Johann (FIN)  
**Subject:** BANKRUPTCY COURSE Certificate

EMAIL RECEIVED FROM EXTERNAL SOURCE.

**Congratulations,**

**JOHANN PENA,**

on completing

**TCC 001 - BANKRUPTCY COURSE**

course on

**Tuesday, January 14, 2020**

**15.00 credit hours**

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

**Pena, Johann (FIN)**

---

**From:** LMSadmin@dor.state.fl.us  
**Sent:** Wednesday, January 15, 2020 9:49 AM  
**To:** Pena, Johann (FIN)  
**Subject:** EFFECTIVE DECISION MAKING Certificate

EMAIL RECEIVED FROM EXTERNAL SOURCE.

**Congratulations,**

**JOHANN PENA,**

**on completing**

**TCC 002 - EFFECTIVE DECISION MAKING**

**course on**

**Wednesday, January 15, 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.



**Pena, Johann (FIN)**

---

**From:** LMSAdmin@dor.state.fl.us  
**Sent:** Wednesday, January 15, 2020 11:19 AM  
**To:** Pena, Johann (FIN)  
**Subject:** CUSTOMER SERVICE COURSE Certificate

EMAIL RECEIVED FROM EXTERNAL SOURCE.

**Congratulations,**

**JOHANN PENA,**

on completing

**TCC 003 - CUSTOMER SERVICE COURSE**

course on

Wednesday, January 15, 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.

## Chapter 12-9, F.A.C.



Name to appear on certificate:

Adolfo Antonio Roa

Previous Name(s)(if applicable) ☐ documentation included

County: Dade

**Job Title:** Enforcement & Collection Officer

Certification Requested: Certified Florida Collector Assistant      ☒ Initial      ☐ Reinstatement

## Application

- ☑ Application with required signatures
- ☑ Application fee
- ☑ Courses listed on application
- ☑ Employment dates listed
  - ☑ Include current employment
  - ☑ Two years of experience with an applicable office

From: 3/1/00 to Present

From: \_\_\_\_\_ to \_\_\_\_\_

Course Information		
Course Name	Hours Credited	Certificate Included
<b>Required Course 1</b>		
TCC 501 – Duties and Responsibilities of Florida Tax Collectors	30.00	YES
<b>Required Course 2 (if applicable)</b>		
<b>Additional Courses</b>		
TCC 504 – Collection of Licenses, Taxes and Fees	30.00	YES
TCC 503 – Collection and Distribution of Property Taxes and Special Assessments	30.00	YES
TCC 001 – Bankruptcy	15.00	YES
TCC 002 – Effective Decision Making	10.00	YES
TCC 003 – Customer Service	5.00	YES
<b>TOTAL HOURS</b>	<b>120.00</b>	

**Committee recommends certification.**    ☐ Yes ☐ No

NOTES:



CR#011785 #275.00



## Application for Certified Florida Collector or Certified Florida Collector Assistant

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

**FLORIDA**

### Property Tax Oversight Program Florida Department of Revenue

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

Signature

Tax Collector

Title

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

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

(Make checks payable to Florida Department of Revenue)

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

Name ROA Adolfo Antonio  
(Last) (First) (Middle)  
E-mail Address AR9276@miamidade.gov  
Business Phone Number (305) 375-4979 (786) 804-0447  
Employed By Miami Dade County Tax Collector  
Job Title Enforcement & Collection Officer  
Name of High School Hialeah High School Graduated? ☒ Yes ☐ No  
Name of College Miami Dade College Graduated? ☒ Yes ☐ No  
Professional Organizations (in the collection field) N/A

List below all tax collection courses and **enclose a copy of the certificate of completion** TCC2020 - Effective

Decision Making - Cust. Service - Bankruptcy - Duties & responsibilities of FL tax  
Collectors - Collection and distribution of Property taxes and Special assessments.  
TCC 504 - TCC 501  
Professional Designations \_\_\_\_\_

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

Name of Employer Miami Dade County Tax Collector  
Your Title Finance Collection & Enf. Officer From March 2001 To Present  
Name of Employer \_\_\_\_\_  
Your Title \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

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

Signed: \_\_\_\_\_

Date: 08-10-2020

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



*Certifies that*

*Adolfo Roa*

*has successfully completed*

*DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS*

*TCC 501, 30 Hours*

*January 27-31, 2020*

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



*Certifies that*

*Adolfo Roa*

*has successfully completed*

*THE COLLECTION OF LICENSES, TAXES AND FEES*

*TCC 504, 30 Hours*

*July 6-29, 2020*

**Chuck, Paulette (FIN)**

---

**From:** Roa, Adolfo (FIN)  
**Sent:** Tuesday, March 3, 2020 12:10 PM  
**To:** Chuck, Paulette (FIN)  
**Subject:** FW: BANKRUPTCY COURSE Certificate

**From:** LMSadmin@dor.state.fl.us [mailto:LMSadmin@dor.state.fl.us]  
**Sent:** Friday, February 7, 2020 11:16 AM  
**To:** Roa, Adolfo (FIN) <Adolfo.Roa@miamidade.gov>  
**Subject:** BANKRUPTCY COURSE Certificate

EMAIL RECEIVED FROM EXTERNAL SOURCE.

---

**Congratulations,**

**ADOLFO ROA,**

**on completing**

**TCC 001 - BANKRUPTCY COURSE**

**course on**

**Friday, February 7, 2020**

**15.00 credit hours**

**Chuck, Paulette (FIN)**

---

**From:** Roa, Adolfo (FIN)  
**Sent:** Tuesday, March 3, 2020 12:10 PM  
**To:** Chuck, Paulette (FIN)  
**Subject:** FW: EFFECTIVE DECISION MAKING Certificate

**From:** LMSadmin@dor.state.fl.us [mailto:LMSadmin@dor.state.fl.us]  
**Sent:** Thursday, January 23, 2020 4:32 PM  
**To:** Roa, Adolfo (FIN) <Adolfo.Roa@miamidade.gov>  
**Subject:** EFFECTIVE DECISION MAKING Certificate

EMAIL RECEIVED FROM EXTERNAL SOURCE.

---

**Congratulations,**

**ADOLFO ROA,**

on completing

**TCC 002 - EFFECTIVE DECISION MAKING**

course on

Thursday, January 23, 2020

10.00 credit hours

**Chuck, Paulette (FIN)**

---

**From:** Roa, Adolfo (FIN)  
**Sent:** Tuesday, March 3, 2020 12:11 PM  
**To:** Chuck, Paulette (FIN)  
**Subject:** FW: CUSTOMER SERVICE COURSE Certificate

**From:** LMSadmin@dor.state.fl.us [mailto:LMSadmin@dor.state.fl.us]  
**Sent:** Thursday, January 23, 2020 11:59 AM  
**To:** Roa, Adolfo (FIN) <Adolfo.Roa@miamidade.gov>  
**Subject:** CUSTOMER SERVICE COURSE Certificate

EMAIL RECEIVED FROM EXTERNAL SOURCE.

---

**Congratulations,**

**ADOLFO ROA,**

on completing

**TCC 003 - CUSTOMER SERVICE COURSE**

course on

Thursday, January 23, 2020

5.00 credit hours



**Chuck, Paulette (FIN)**

---

**From:** Roa, Adolfo (FIN)  
**Sent:** Tuesday, March 3, 2020 12:09 PM  
**To:** Chuck, Paulette (FIN)  
**Subject:** FW: COLLECTION AND DISTRIBUTION OF PROPERTY TAXES AND SPECIAL ASSESSMENTS Certificate

Paulettica,  
This was the last one that I needed .... ☺

**From:** LMSadmin@dor.state.fl.us [mailto:LMSadmin@dor.state.fl.us]  
**Sent:** Tuesday, March 3, 2020 11:39 AM  
**To:** Roa, Adolfo (FIN) <Adolfo.Roa@miamidade.gov>  
**Subject:** COLLECTION AND DISTRIBUTION OF PROPERTY TAXES AND SPECIAL ASSESSMENTS Certificate

EMAIL RECEIVED FROM EXTERNAL SOURCE.

**Congratulations,**

**ADOLFO ROA,**

on completing

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

course on

Tuesday, March 3, 2020

## Chapter 12-9, F.A.C.



Name to appear on certificate:

Frank Rodriguez

Previous Name(s)(if applicable) ☐ documentation included

County: Dade

**Job Title:** Finance Collection & Enforcement Officer

Certification Requested: Certified Florida Collector Assistant ☒ Initial ☐ Reinstatement

## Application

- ☑ Application with required signatures
- ☑ Application fee
- ☑ Courses listed on application
- ☑ Employment dates listed
  - ☑ Include current employment
  - ☑ Two years of experience with an applicable office

From: 9/1/14 to Present

From: \_\_\_\_\_ to \_\_\_\_\_

Course Information		
Course Name	Hours Credited	Certificate Included
<b>Required Course 1</b>		
TCC 501 – Duties and Responsibilities of Florida Tax Collectors	30.00	YES
<b>Required Course 2 (if applicable)</b>		
<b>Additional Courses</b>		
TCC 504 – Collection of Licenses, Taxes and Fees	30.00	YES
TCC 503 – Collection and Distribution of Property Taxes and Special Assessments	30.00	YES
TCC 001 – Bankruptcy	15.00	YES
TCC 002 – Effective Decision Making	10.00	YES
TCC 003 – Customer Service	5.00	YES
<b>TOTAL HOURS</b>	<b>120.00</b>	

**Committee recommends certification.**    ☐ Yes ☐ No

NOTES:

CK# 03171785 \$ 275.00



## Application for Certified Florida Collector or Certified Florida Collector Assistant

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

### Property Tax Oversight Program Florida Department of Revenue

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

Signature

Title

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

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

(Make checks payable to Florida Department of Revenue)

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

Name Rodriguez Frank  
(Last) (First) (Middle)

E-mail Address Frank.Rodriguez2@MiamiDade.gov

Business Phone Number 305-375-1073

Employed By Miami Dade County

Job Title Finance Collection & Enforcement Officer

Name of High School G Holmes Braddock Senior High School Graduated? ☒ Yes ☐ No

Name of College Miami Dade College Graduated? ☐ Yes ☒ No

Professional Organizations (in the collection field) N/A

List below all tax collection courses and **enclose a copy of the certificate of completion** TCC 001 - Bankruptcy, TCC 002 -  
(Effective Decision Making), TCC 003 - Customer Service, TCC 501 - Duties & Responsibilities of FL  
Tax Collectors, TCC 503 - Collection & Distribution of Property Taxes & Special Assessments, TCC 504 -  
Collection of Licenses, Taxes and Fees,  
Professional Designations \_\_\_\_\_

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

Name of Employer Miami Dade County / Tax Collector

Your Title Finance Collection & Enforcement Officer From 9/2014 To Present

Name of Employer \_\_\_\_\_

Your Title \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

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

Signed: Date: 9/28/20

# *The Florida Department of Revenue*

*Property Tax Oversight, Certification and Training Team*



*Certifies that*

***Frank Rodriguez***

*has successfully completed*

***DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS***

***TCC 501, 30 Hours***

***January 27-31, 2020***

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



*Certifies that*

*Frank Rodriguez*

*has successfully completed*

*THE COLLECTION OF LICENSES, TAXES AND FEES*

*TCC 504, 30 Hours*

*July 6-29, 2020*

**Congratulations,**

**FRANK RODRIGUEZ,**

**on completing**

**TCC 001 - BANKRUPTCY COURSE**

**course on**

**Friday, January 24, 2020**

**15.00 credit hours**



Congratulations,

FRANK RODRIGUEZ,

on completing

**TCC 002 - EFFECTIVE DECISION MAKING**

course on

Thursday, January 23, 2020

10.00 credit hours

**Congratulations,**

**FRANK RODRIGUEZ,**

**on completing**

**TCC 003 - CUSTOMER SERVICE COURSE**

**course on**

**Friday, January 24, 2020**

**5.00 credit hours**

Congratulations,

FRANK RODRIGUEZ,

on completing

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

course on

Tuesday, February 11, 2020

30.00 credit hours

## Chapter 12-9, F.A.C.



Name to appear on certificate:

Rachel Nicole Rogers

Previous Name(s)(if applicable) ☐ documentation included

Rachel Graham

County: Alachua

Job Title: CSA III

Certification Requested: Certified Florida Collector Assistant ☒ Initial ☐ Reinstatement

## Application

- ☑ Application with required signatures
- ☑ Application fee
- ☑ Courses listed on application
- ☑ Employment dates listed
  - ☑ Include current employment
  - ☑ Two years of experience with an applicable office

From: 5/31/17 to Present

From: \_\_\_\_\_ to \_\_\_\_\_

Course Information		
Course Name	Hours Credited	Certificate Included
<b>Required Course 1</b>		
TCC 501 – Duties and Responsibilities of Florida Tax Collectors	30.00	YES
<b>Required Course 2 (if applicable)</b>		
<b>Additional Courses</b>		
TCC 503 – Collection and Distribution of Property Taxes and Special Assessments	30.00	YES
DHSMV – DL Training Phase I	40.00	YES
DHSMV – DL Training Phase II	45.00	YES
<b>TOTAL HOURS</b>	<b>145.00</b>	

**Committee recommends certification.**    ☐ Yes ☐ No

NOTES:



# Application for Certified Florida Collector or Certified Florida Collector Assistant

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

## Property Tax Oversight Program Florida Department of Revenue

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

Linda Power

Signature

HR Administrator

Title

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

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

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

Name Rogers Rachel Nicole

E-mail Address rachel.rogers@alachuacollector.com

Business Phone Number 352-264-6949

Employed By Alachua County Tax Collector Office

Job Title CSA III

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

Name of College Santa Fe College Graduated? ☐ Yes ☒ No

Professional Organizations (in the collection field) \_\_\_\_\_

List below all tax collection courses and enclose a copy of the certificate of completion  
① Collection & Distribution of property taxes & special assessments  
② Duties & responsibilities of Florida Tax Collectors  
③ D.L. Transformed: Phase II  
④ D.L. Transformed: Phase I

Professional Designations \_\_\_\_\_

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

Name of Employer Alachua County Tax Collector Office

Your Title CSA III From May 31, 2017 To Current

Name of Employer NA

Your Title \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

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

Signed: Rogers Date: 02-08-2021



**RACHEL ROGERS,**

on completing

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

course on

Tuesday, January 26, 2021

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.



## COLLECTION AND DISTRIBUTION OF PROPERTY TAXES AND SPECIAL ASSESSMENTS Certificate

LMSadmin@dor.state.fl.us &lt;LMSadmin@dor.state.fl.us&gt;

Tue 1/26/2021 4:18 PM

To: Rachel Rogers &lt;RachelRogers@alachuacollector.com&gt;

CAUTION: External Sender

# Congratulations,

## RACHEL ROGERS,

on completing

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

course on

Tuesday, January 26, 2021

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.

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



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

*Certifies that*

*Rachel Graham*

*has successfully completed*

*DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS*

*TCC 501, 30 Hours*

*January 27-31, 2020*



*This certificate is awarded to*

**RACHEL ROGERS**

*for the successful completion of the course*

**DL Transformed: Phase I**  
by FLHSMV

**40 Hours 0 Minutes**

**Date: 6/23/2017**



*This certificate is awarded to*

**RACHEL ROGERS**

*for the successful completion of the course*

**DL Transformed: Phase II**  
by FLHSMV

**45 Hours 0 Minutes**

**Date: 9/29/2017**

## Chapter 12-9, F.A.C.



Name to appear on certificate:

Amanda C. Soler

Previous Name(s)(if applicable) ☐ documentation included

County: Dade

**Job Title:** Tax Collector Finance Section Assistant Manager

Certification Requested: Certified Florida Collector Assistant ☒ Initial ☐ Reinstatement

## Application

- ☑ Application with required signatures
- ☑ Application fee
- ☑ Courses listed on application
- ☑ Employment dates listed
  - ☑ Include current employment
  - ☑ Two years of experience with an applicable office

From: 7/27/20 to Present

From: 8/27/18 to 7/27/20

Course Information		
Course Name	Hours Credited	Certificate Included
<b>Required Course 1</b>		
TCC 501 – Duties and Responsibilities of Florida Tax Collectors	30.00	YES
<b>Required Course 2 (if applicable)</b>		
<b>Additional Courses</b>		
TCC 502 - Management of a Florida Tax Collector's Office	30.00	YES
TCC 503 – Collection and Distribution of Property Taxes and Special Assessments	30.00	YES
TCC 001 – Bankruptcy	15.00	YES
TCC 002 – Effective Decision Making	10.00	YES
TCC 003 – Customer Service	5.00	YES
<b>TOTAL HOURS</b>	<b>120.00</b>	

**Committee recommends certification.**    ☐ Yes ☐ No

NOTES:



FLORIDA

Property Tax Oversight Program  
Florida Department of Revenue

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

*[Signature]*

Signature

*Tax Collector*

Title

Application for Certified Florida Collector  
or Certified Florida Collector Assistant

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

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

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

(Make checks payable to Florida Department of Revenue)

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

Name Soler Amanda C.  
(Last) (First) (Middle)

E-mail Address Amanda.Soler@miamidade.gov

Business Phone Number 305-375-1586

Employed By Miami Dade County Tax Collector

Job Title Tax Collector Finance Section Assistant Manager

Name of High School Continental Academy Graduated? ☒ Yes ☐ No

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

Professional Organizations (in the collection field) \_\_\_\_\_

List below all tax collection courses and enclose a copy of the certificate of completion Tcc 501 - Duties & Responsibilities of FL Tax Collector, Tcc 502 Management of a FL Tax Collector's Office  
Tcc 503 Collection & Distribution of Property taxes, Tcc 001 Bankruptcy case  
Tcc 02 Effective Decision Making, Tcc 003 customer service course

Professional Designations \_\_\_\_\_

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

Name of Employer Miami Dade County Tax collector

Your Title Senior Tax Records Specialist From 8/27/18 To 07/27/20

Name of Employer Miami Dade County Tax collector

Your Title Tax collector Finance sec. Asst. Manager From 07/27/20 To current

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

Signed: *[Signature]* Date: 8/4/20



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



*Certifies that*

*Amanda Soler*

*has successfully completed*

*DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS*

*TCC 501, 30 Hours*

*January 27-31, 2020*

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

*Certifies that*

*Amanda Soler*

*has successfully completed*

*MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE*

*TCC 502, 30 Hours*

*September 16-20, 2019*



Congratulations,

AMANDA SOLER,

on completing

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

course on

Friday, February 7, 2020

30.00 credit hours



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

Congratulations,

AMANDA SOLER,

on completing

**TCC 001 - BANKRUPTCY COURSE**

course on

Friday, January 17, 2020

15.00 credit hours



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NOTICE: This email and any attachments are UNCLASSIFIED//FOR OFFICIAL USE ONLY (U//FOUO)

12/21/2019 10:00 AM

Congratulations,

AMANDA SOLER,

on completing

**TCC 002 - EFFECTIVE DECISION MAKING**

course on

Tuesday, January 21, 2020

10.00 credit hours



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

Congratulations,

AMANDA SOLER,

on completing

**TCC 003 - CUSTOMER SERVICE COURSE**

course on

Tuesday, January 21, 2020

5.00 credit hours



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# CERTIFICATION APPLICATION CHECKLIST

Chapter 12-9, F.A.C.



Name to appear on certificate:

Leland Kent Squires

Previous Name(s)(if applicable) ☐ documentation included

County: St. Lucie

Job Title: Customer Service Assistant Supervisor

Certification Requested: Certified Florida Collector Assistant ☒ Initial ☐ Reinstatement

## Application

- ☒ Application with required signatures
- ☒ Application fee
- ☒ Courses listed on application
- ☒ Employment dates listed
  - ☒ Include current employment
  - ☒ Two years of experience with an applicable office

From: 1/9/17 to Present

From: to

Course Information		
Course Name	Hours Credited	Certificate Included
<b>Required Course 1</b>		
TCC 501 – Duties and Responsibilities of Florida Tax Collectors	30.00	YES
<b>Required Course 2 (if applicable)</b>		
<b>Additional Courses</b>		
TCC 502 – Management of a Florida Tax Collector's Office	30.00	YES
TCC 503 – Collection and Distribution of Property Taxes and Special Assessments	30.00	YES
TCC 504 – Collection of Licenses, Taxes and Fees	30.00	YES
<b>TOTAL HOURS</b>	<b>120.00</b>	

Committee recommends certification. ☐ Yes ☐ No

NOTES:



# Application for Certified Florida Collector or Certified Florida Collector Assistant

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

## Property Tax Oversight Program Florida Department of Revenue

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

Shannon Victoria Kvam

Digitally signed by Shannon Victoria Kvam  
DN: cn=Shannon Victoria Kvam, o=St. Lucie County Tax Collector, ou=Director of  
HR, email=victoria.kvam@tcsk.com, c=US  
Date: 2020.10.16 14:05:01 -0400

Signature

Director of Human Resources

Title

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

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

(Make checks payable to Florida Department of Revenue)

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

Name Squires Leland hent

(Last)

(First)

(Middle)

E-mail Address leland.squires@tcsk.com

Business Phone Number (772) 462-1650

Employed By St. Lucie County Tax Collector

Job Title Customer Service Assistant Supervisor

Name of High School Treasure Coast High School Graduated? ☒ Yes ☐ No

Name of College \_\_\_\_\_ Graduated? ☐ Yes ☐ No

Professional Organizations (in the collection field) \_\_\_\_\_

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

TCC501, TCC502, TCC503, TCC504

Professional Designations \_\_\_\_\_

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

Name of Employer St. Lucie County Tax Collector

Your Title Customer Service Assistant Supervisor From 01/09/2017 To Present

Name of Employer \_\_\_\_\_

Your Title \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

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

Signed: \_\_\_\_\_

Date: Oct. 16 2020



*The Florida Department of Revenue*

*Property Tax Oversight, Certification and Training Team*

*Certifies that*

***Leland Squires***

*has successfully completed*

***DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COL***

***TCC 501, 30 Hours***

***January 27-31, 2020***

*The Florida Department of Revenue*

*Property Tax Oversight, Certification and Training Team*

*Certifies that*

***Leland Squires***

*has successfully completed*

***MANAGEMENT OF A FLORIDA TAX COLLECTOR'S O***

***TCC 502, 30 Hours***

***September 18 - October 2, 2020***

---

Congratulations,

LELAND SQUIRES,

on completing

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

course on

Wednesday, August 14, 2019

30.00 credit hours

---



*The Florida Department of Revenue*

*Property Tax Oversight, Certification and Training Team*

*Certifies that*

***Leland Squires***

*has successfully completed*

***THE COLLECTION OF LICENSES, TAXES AND FEES***

***TCC 504, 30 Hours***

***June 10-14, 2019***



## Chapter 12-9, F.A.C.





Application for Certified Florida Collector  
or Certified Florida Collector Assistant

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

Property Tax Oversight Program  
Florida Department of Revenue

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

[Signature]  
Signature  
Tax Collector  
Title

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

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

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

Name Stein Nancy K  
(Last) (First) (Middle)  
E-mail Address nstein@mariontax.com  
Business Phone Number 352-368-8155  
Employed By George Albright Marion County Tax Collector  
Job Title Asst. Mgr.  
Name of High School Vanguard High Graduated? ☒ Yes ☐ No  
Name of College Stetson University Graduated? ☐ Yes ☒ No  
Professional Organizations (in the collection field) \_\_\_\_\_

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

TCC-501 Duties & Responsibilities TCC-503 Collection & Dist of Ad Val Tax  
TCC-502 Management TCC-504 Collection of Licenses, Taxes & Fees

Professional Designations \_\_\_\_\_

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

Name of Employer Marion County Tax Collector  
Your Title Deputy Tax Collector From 10/01/1980 To 06/30/2018  
Name of Employer Marion County Tax Collector  
Your Title Deputy Tax Collector From 07/01/2019 To present

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

Signed: Nancy Stein Date: 1/22/21

This is to certify that

**Nancy Stein**

Is duly qualified as a Certified Florida Collector Assistant, has  
Been recommended by the Certified Florida Collector and  
Certified Florida Collector Assistant Admissions Committee,  
And is hereby declared to be a

**Certified Florida Collector Assistant**

With all rights, benefits, and privileges thereto pertaining.

In witness whereof, this certificate duly signed  
Has been issued by the Department of Revenue  
And The Great Seal of the State affixed.

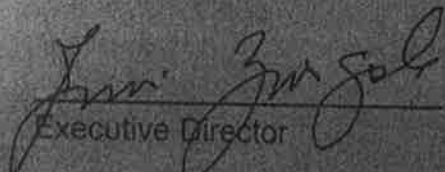
In testimony whereof, I do hereunto  
Set my hand and cause to be affixed  
The Great Seal of the State of Florida,


At Tallahassee, The Capitol,

This first day of November A.D. 2004

And of the Independence of the United States the  
Two hundred and 28th year.



  
Executive Director

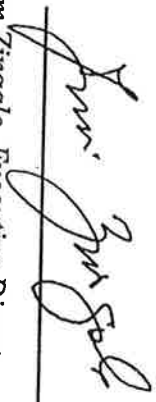
  
Chairman — Certified Flor  
& Certified Florida Collec

**Florida Department of Revenue**  
Tallahassee, Florida  
Property Tax Administration Program


*Certifies that*

**Nancy L. Stein**

has successfully completed the course TCC 501,  
**Duties & Responsibilities Of Florida Tax Collectors,**  
August 23-27, 2004  
Thirty Contact Hours

  
Jim Zingale, Executive Director  
Florida Department of Revenue



  
David Beggs, Chairman  
Admissions Committee

# ***Florida Department of Revenue***


*Tallahassee, Florida*

*Property Tax Administration Program*


***Certifies that***

***Nancy L. Stein***

has successfully completed the course TCC 502A,  
***Management,***  
February 2-6, 2004  
Thirty Contact Hours

  
\_\_\_\_\_  
*Jim Zingale, Executive Director*  
*Florida Department of Revenue*



  
\_\_\_\_\_  
*David Beggs, Chairman*  
*Admissions Committee*

# ***Florida Department of Revenue***

*Tallahassee, Florida*

*Property Tax Administration Program*


***Certifies that***

***Nancy L. Stein***


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

April 19-23, 2004

Thirty Contact Hours

  
\_\_\_\_\_  
*Jim Zingale, Executive Director*  
*Florida Department of Revenue*



  
\_\_\_\_\_  
*David Beggs, Chairman*  
*Admissions Committee*




**Florida Department of Revenue**  
Tallahassee, Florida  
Property Tax Administration Program

*Certifies that*

***Nancy L. Stein***

has successfully completed the course TCC 504,  
***The Collection Of Licenses, Taxes And Fees,***  
October 4-8, 2004  
Thirty Contact Hours

  
Jim Zingale, Executive Director  
Florida Department of Revenue



  
James McAdams, Chairman  
Admissions Committee

## Chapter 12-9, F.A.C.



Name to appear on certificate:

Lucien Silvern Sykes, V

Previous Name(s)(if applicable) ☐ documentation included

County: Alachua

Job Title: Client Services Associate III

Certification Requested: Certified Florida Collector Assistant ☒ Initial ☐ Reinstatement

## Application

- ☑ Application with required signatures
- ☑ Application fee
- ☑ Courses listed on application
- ☑ Employment dates listed
  - ☑ Include current employment
  - ☑ Two years of experience with an applicable office

From: 3/1/16 to Present

From: \_\_\_\_\_ to \_\_\_\_\_

Course Information		
Course Name	Hours Credited	Certificate Included
<b>Required Course 1</b>		
TCC 501 – Duties and Responsibilities of Florida Tax Collectors	30.00	YES
<b>Required Course 2 (if applicable)</b>		
<b>Additional Courses</b>		
TCC 503 – Collection and Distribution of Property Taxes and Special Assessments	30.00	YES
DHSMV – DL Training Phase I	45.00	YES
DHSMV – DL Training Phase II	45.00	YES
<b>TOTAL HOURS</b>	<b>150.00</b>	

**Committee recommends certification.**    ☐ Yes ☐ No

NOTES:



# Application for Certified Florida Collector or Certified Florida Collector Assistant

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

**FLORIDA**

## Property Tax Oversight Program Florida Department of Revenue

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

Yvonne R. Fowler

Signature

HR Administrator

Title

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

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

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

Name SYKES IV Lucien Silvern

E-mail Address LSykes@alachuacollector.com

Business Phone Number 352-374-5236

Employed By Alachua County tax collector

Job Title Client Services Associate III

Name of High School F.W. Buchholz Graduated? ☒ Yes ☐ No

Name of College Santa Fe College Graduated? ☒ Yes ☐ No

Professional Organizations (in the collection field) \_\_\_\_\_

List below all tax collection courses and enclose a copy of the certificate of completion DL Transformed Phase I,  
DL Transformed Phase II, Duties & Responsibilities, TCCO 503  
Property Taxes

Professional Designations \_\_\_\_\_

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

Name of Employer Alachua County tax collector

Your Title Client service associate From March 2014 To present

Name of Employer \_\_\_\_\_

Your Title \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

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

Signed: [Signature] Date: 2/5/21



*This certificate is awarded to*

**LUCIEN SYKES**

*for the successful completion of the course*

**DL Transformed Phase I "Tax Collector's Edition"**  
by FLHSMV

**45 Hours 0 Minutes**

**Date: 11/2/2018**



*This certificate is awarded to*

**LUCIEN SYKES**

*for the successful completion of the course*

**DL Transformed: Phase II**  
by FLHSMV

**45 Hours 0 Minutes**

Date: 2/8/2019



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

*Certifies that*

*Lucien Sykes*

*has successfully completed*

*DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS*

*TCC 501, 30 Hours*

*January 27-31, 2020*



## COLLECTION AND DISTRIBUTION OF PROPERTY TAXES AND SPECIAL ASSESSMENTS Certificate

LMSadmin@dor.state.fl.us &lt;LMSadmin@dor.state.fl.us&gt;

Thu 1/21/2021 1:52 PM

To: KC Sykes &lt;LucienSykes@alachuacollector.com&gt;

CAUTION: External Sender

Congratulations,

LUCIEN SYKES,

on completing

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

course on

Thursday, January 21, 2021

30.00 credit hours

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

# CERTIFICATION APPLICATION CHECKLIST

Chapter 12-9, F.A.C.



Name to appear on certificate:

Shannon Mikell Thomas

Previous Name(s)(if applicable) ☐ documentation included

Shannon Mikell

County: Citrus

Job Title: CSR I

Certification Requested: Certified Florida Collector Assistant

☐ Initial

☒ Reinstatement

## **Application**

☒ Application with required signatures

☒ Application fee

☒ Courses listed on application

☒ Employment dates listed

☒ Include current employment

☒ Two years of experience with an applicable office

From: 7/1/20 to Present

From: 2/14/01 to 6/9/16

Course Information		
Course Name	Hours Credited	Certificate Included
<b>Required Course 1</b>		
TCC 501 – Duties and Responsibilities of Florida Tax Collectors	30.00	YES
<b>Required Course 2 (if applicable)</b>		
<b>Additional Courses</b>		
TCC 502 – Management of a Florida Tax Collector's Office	30.00	YES
TCC 503 – Collection and Distribution of Property Taxes and Special Assessments	30.00	YES
TCC 504 – Collection of Licenses, Taxes and Fees	30.00	YES
TCC 002 – Effective Decision Making	10.00	YES
TCC 003 – Customer Service	5.00	YES
Financial Management Workshop 2007	8.00	YES
Financial Management Workshop 2006	8.00	YES
Financial Management Workshop 2005	8.00	YES
<b>TOTAL HOURS</b>	<b>159.00</b>	

**Committee recommends certification.** ☐ Yes ☐ No

NOTES: The financial management workshops do not count toward the CFCA qualifying education hours.

Amt: \$ 20.00 ON 1/21/20 20944



FLORIDA

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

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

[Signature]  
Signature

Administration Director  
Title

**Reinstatement**

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

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

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

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

Name Thomas Shannon Mikell  
(Last) (First) (Middle)

E-mail Address stthomas@citrustx.com

Business Phone Number 352-341-4500

Employed By Citrus County Tax Collector

Job Title CSR I

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

Name of College Webster College Graduated? ☒ Yes ☐ No

Professional Organizations (in the collection field) CFCA / FPHRA / FGFOA

List below all tax collection courses and enclose a copy of the certificate of completion TCC002 / TCC003 /  
TCC501 / TCC503 / TCC502 / TCC504 / Financial Management

Professional Designations CFCA

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

Name of Employer Citrus County Tax Collector

Your Title Director From 2001 To 2014

Name of Employer Citrus County Tax Collector

Your Title CSR I From 7/2020 To present

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

Signed Shannon Thomas Date: 1/22/21

## Meghan Miller

---

**From:** Marian Nosal <mnosal@citrustc.us>  
**Sent:** Tuesday, March 9, 2021 10:43 AM  
**To:** Meghan Miller  
**Subject:** RE: CFCA Application

Shannon Thomas:  
02/14/2001 to 06/09/2016

Marian M. Nosal, CFCA/ CEL/ PPP  
Administration Director  
Representing Janice A. Warren  
Citrus County Tax Collector  
210 N. Apopka Ave. Ste. 100 | Inverness, FL 34450  
Phone (352) 341-6502 | Fax (352) 341-6527  
mnosal@citrustc.us

---

**From:** Meghan Miller <Meghan.Miller@floridarevenue.com>  
**Sent:** Tuesday, March 9, 2021 10:10 AM  
**To:** Marian Nosal <mnosal@citrustc.us>  
**Cc:** Kelly McLane <Kelly.McLane@floridarevenue.com>  
**Subject:** CFCA Application  
**Importance:** High

Hi Marian. Could you forward Shannon's months of employment for her previous time with Citrus? Thank you.

---

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

---

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 intended recipient(s) and may contain confidential information. Any unauthorized review, use, disclosure, alteration, or distribution is strictly prohibited and may violate state or federal law. If you are not the intended recipient, please contact the sender by reply email, delete this email, and destroy all copies of the message.

# FLORIDA TAX COLLECTORS, INC.

215 South Monroe Street, Suite 802, Tallahassee, FL 32301 850-222-7206 850-561-5834 (fax)

## 2013-14 Executive Committee

Hon. Diane Nelson, President  
Hon. Lisa Cullen, 1<sup>st</sup> Vice President  
Hon. Eric Zwyer, 2<sup>nd</sup> Vice President  
Hon. Stan Nichols, Treasurer  
Hon. Rhonda Skipper, Secretary/  
Education Chair  
Hon. Doris Maloy, Past President

Kenza van Assenderp, General Counsel  
Timothy R. Qualls, Executive Director



## District Directors

Hon. Janet Holley, District 1  
Hon. Dale Summerford, District 2  
Hon. Sharon Jordan, District 3  
Hon. Ronnie Brannon, District 4  
Hon. Michael Corrigan, District 5  
Hon. Peggy Flomerfelt, District 6  
Hon. Janice Warren, District 7  
Hon. Ken Burton, District 8  
Hon. Carole Jean Jordan, District 9  
Hon. Danise Henriquez, District 10

July 7, 2014

Shannon Mickell Thomas  
Office of the Honorable Janice Warren  
Citrus County Tax Collector

Re: CFCA

Dear Shannon:

On behalf of all Florida Tax Collectors, congratulations on earning your designation as a Certified Florida Collector Assistant. Every Collector knows personally how much time and effort go into earning your CFCA and we are proud of your accomplishment.

In order to be sent to the CFCA classes your Tax Collector must have noticed your special skills and your commitment to doing a great job each and every day. I know your additional knowledge will enable you to make a real difference in the services you provide for the citizens of your county.

Thank you for being part of the Tax Collector team and best wishes for continued success.

Sincerely,

Diane Nelson  
President



**Marian Nosal**

---

**From:** Shannon Thomas  
**Sent:** Wednesday, September 9, 2020 4:35 PM  
**To:** Marian Nosal  
**Cc:** Jackie Rath; Teresa Williams  
**Subject:** FW: EFFECTIVE DECISION MAKING Certificate



**From:** LMSadmin@dor.state.fl.us <LMSadmin@dor.state.fl.us>  
**Sent:** Wednesday, September 9, 2020 1:33 PM  
**To:** Shannon Thomas <sthomas@citrustc.us>  
**Subject:** EFFECTIVE DECISION MAKING Certificate

**Congratulations,**

**SHANNON THOMAS,**

on completing

**TCC 002 - EFFECTIVE DECISION MAKING**

course on

Wednesday, September 9, 2020

10.00 credit hours

**Marian Nosal**

---

**From:** Shannon Thomas  
**Sent:** Thursday, September 10, 2020 8:19 AM  
**To:** Marian Nosal  
**Subject:** FW: CUSTOMER SERVICE COURSE Certificate

✓  
M

**From:** LMSadmin@dor.state.fl.us <LMSadmin@dor.state.fl.us>  
**Sent:** Friday, August 28, 2020 3:13 PM  
**To:** Shannon Thomas <sthomas@citrustc.us>  
**Subject:** CUSTOMER SERVICE COURSE Certificate

**Congratulations,**

**SHANNON THOMAS,**

**on completing**

**TCC 003 - CUSTOMER SERVICE COURSE**

course on  
Friday, August 28, 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.

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

*Certifies that*

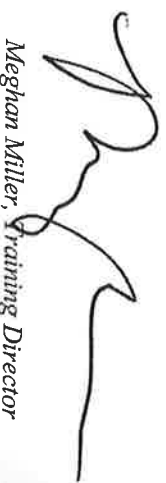
**SHANNON THOMAS**

*has successfully completed*

**DUTIES & RESPONSIBILITIES OF FLORIDA TAX COLLECTORS**

**TCC 501, 30 Hours**

**January 27 - 31, 2014**



*Meghan Miller, Training Director*  
*Property Tax Oversight*



*Jennifer Kawakami, Research & Training Specialist*  
*Property Tax Oversight*

# ***Florida Department of Revenue***


*Tallahassee, Florida*

*Property Tax Administration Program*


***Certifies that***

***Shannon Thomas***

has successfully completed the course TCC 503,  
***The Collection & Distribution Of Property Taxes,***  
February 3-7, 2003  
Thirty Contact Hours

  
\_\_\_\_\_  
*Jim Zingale, Executive Director*  
*Florida Department of Revenue*



  
\_\_\_\_\_  
*David Beggs, Chairman*  
*Admissions Committee*

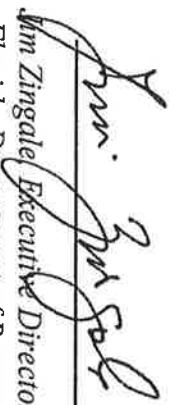
**Florida Department of Revenue**  
Tallahassee, Florida  
Property Tax Administration Program

***Certifies that***

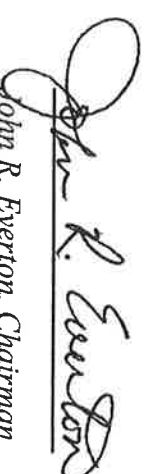
***Shannon Thomas***

has successfully completed the course  
***Management of a Florida Tax Collectors' Office***

April 9-13, 2001  
30 Contact Hours

  
Jim Zingale, Executive Director  
Florida Department of Revenue



  
John R. Everton, Chairman  
Admissions Committee




**Florida Department of Revenue**  
Tallahassee, Florida  
Property Tax Administration Program

***Certifies that***

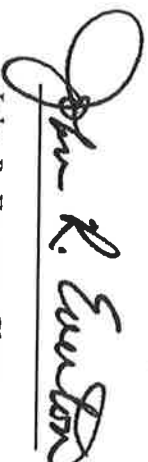
***Shannon Thomas***

has successfully completed the course  
***The Collection of Licenses, Taxes and Fees***

August 20-24, 2001  
30 Contact Hours

  
John Zingale, Executive Director  
Florida Department of Revenue



  
John R. Everton, Chairman  
Admissions Committee



*The Department of Revenue  
of the State of Florida*

*certifies that*

*Shannon Thomas*

*Office of the Citrus County Tax Collector*

*has received 8 contact hours for attending the  
Financial Management Workshop*

*January 14, 2009  
Orlando, Florida*

*Lisa Echeverri*

*Lisa Echeverri*  
*Executive Director*

*James McAdams*

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


*State of Florida*  
*Department of Revenue*

*This is to Certify that*

*Shannon Thomas*

*Office of the Citrus County Tax Collector has received 8 contact hours, for  
attending the Financial Management Workshop, January 10, 2007.*

  
Jim Zingale  
Executive Director

  
James McAdams  
Chairman, Admissions Committee


*State of Florida*  
*Department of Revenue*

*This is to Certify that*

*Shannon Thomas*

*Office of the Citrus County Tax Collector has received eight contact hours for  
attending the Financial Management Workshop, January 11, 2006.*

  
Jim Zingale  
Executive Director

  
James McAdams  
Chairman, Admissions Committee

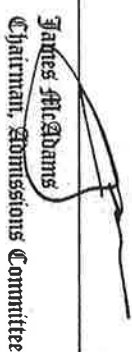
*State of Florida*  
*Department of Revenue*

*This is to Certify that*

**Shannon Thomas**

Office of the Citrus County Tax Collector has received eight hours  
of continuing education credit for attending the Financial Management  
Workshop, January 13, 2005.

  
Jim Zingale  
Executive Director

  
James McAdams  
Chairman, Commissions Committee



Executive  
Director  
Marshall Stranburg



**The State of Florida**  
**Department of Revenue**  
certifies that  
**Shannon Mickell Thomas**  
is a  
**Certified Florida Collector Assistant**

with certification requirements met  
through December 31, 2014.

*Marshall Stranburg*  
Marshall Stranburg  
Executive Director

*James McAdams*, Chairman  
Admissions & Certifications Committee

June 10, 2014

Shannon Mickell Thomas  
Office of the Citrus County Tax collector  
210 North Apopka Ave., Room 100  
Inverness, FL 34450-4294

Dear Mr. Thomas:

The Certified Florida Collector Admissions and Certifications Committee is pleased to inform you that you are receiving the Certified Florida Collector Assistant certification. Congratulations!

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

I have enclosed your Certified Florida Collector Assistant certificate and membership card. Your certification date is February 1, 2014.

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

Sincerely,

Meghan Miller, Secretary  
Certified Florida Collector Admissions Committee

/mdm





Executive  
Director  
Marshall Stranburg

June 10, 2014

**Memorandum**

**To:** Shannon Mickell Thomas  
Office of the Citrus County Tax Collector

**From:** Meghan Miller, Secretary  
Certified Florida Collector Admissions & Certification Committee

**Re:** Certified Florida Collector Assistant Certification Pin

---

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

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

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

MM/jk

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

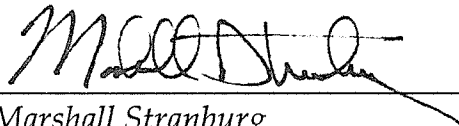
*certifies that*

***Shannon Mikell Thomas***

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

***Certified Florida Collector Assistant***

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



*Marshall Stranburg  
Executive Director*



*James McAdams  
Chairman,  
Admissions and Certifications Committee*

Received On:

FEB 18 2014



TRAINING SECTION

Application for Certified Florida Collector  
or Certified Florida Collector Assistant

Check # 15459  
Amount \$ 25-

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

Property Tax Oversight Program  
Florida Department of Revenue

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

James McAdams  
Chairman  
Admissions Committee

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

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

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

Name Thomas Shannon Mikell

E-mail Address shannon.thomas@mail.tc.citrus.fl.us

Business Phone Number 352-341-6517

Employed By Citrus County Tax Collector

Job Title Finance Director

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

Name of College Webster College Graduated? ☒ Yes ☐ No

Professional Organizations (in the collection field) \_\_\_\_\_

List below all tax collection courses and enclose a copy of the certificate of completion Duties & Resp.,  
Collection of Licenses taxes & Fees, Collection &  
Distribution of Property Taxes, Magnat. of a FL TC office

Professional Designations \_\_\_\_\_

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

Name of Employer Citrus County Tax Collector

Your Title Finance Director From 2/2011 To Present

Name of Employer \_\_\_\_\_

Your Title \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

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

Signed: Shannon Mikell Thomas Date: 2/11/14



*State of Florida*  
*Department of Revenue*

*This is to Certify that*

*Shannon Thomas*

Office Of The Citrus County Tax Collector has received 8 hours  
of continuing education credit for attending the  
Financial Management Workshop,  
January 7, 2004.

*Jim Zingale*  
Jim Zingale  
Executive Director

*David Beggs*  
David Beggs  
Chairman, Admissions Committee





*The Department of Revenue  
of the State of Florida*

*certifies that*

*Shannon Thomas  
Office of the Citrus County Tax Collector*

*has received 8 contact hours for attending the  
Financial Management Workshop*

*January 14, 2009  
Orlando, Florida*

*Lisa Echeverri*

*Lisa Echeverri  
Executive Director*

A stylized, handwritten signature of James McAdams.

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

## Chapter 12-9, F.A.C.







FLORIDA

Property Tax Oversight Program  
Florida Department of Revenue

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

Application for Certified Florida Collector  
or Certified Florida Collector Assistant

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

Shia Cullen

Signature

Tax Collector

Title

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

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

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

Name TURNER Chelsea paige

E-mail Address Chelsea <sup>(Last)</sup> turner <sup>(First)</sup> @brevardtc.com <sup>(Middle)</sup>

Business Phone Number 321-455-1426

Employed By Brevard County Tax Collector

Job Title Assistant manager, Motorist Services

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

Name of College Eastern Florida State College Graduated? ☐ Yes ☒ No

Professional Organizations (in the collection field) \_\_\_\_\_

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

TCC 504, TCC 002, TCC 003, Fraudulent Documentation

Training, TCC 001

Professional Designations \_\_\_\_\_

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

Name of Employer Brevard County Tax Collector

Your Title Assistant manager From 8/10/2015 To Present

Name of Employer \_\_\_\_\_

Your Title \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

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

Signed: [Signature] Date: 1/5/2021



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

*Certifies that*

*Chelsea Turner*

*has successfully completed*

*DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS*

*TCC 501, 30 Hours*

*January 27-31, 2020*



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

*Certifies that*

*Chelsea Turner*

*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*

*Chelsea Turner*

*has successfully completed*

*THE COLLECTION OF LICENSES, TAXES AND FEES*

*TCC 504, 30 Hours*

*July 6-29, 2020*

**CUSTOMER SERVICE COURSE Certificate**

LMSadmin@dor.state.fl.us <LMSadmin@dor.state.fl.us>

Tue 1/5/2021 11:38 AM

To: Chelsea Turner <chelsea.turner@brevardtc.com>

**Congratulations,**

**CHELSEA TURNER,**

on completing

**TCC 003 - CUSTOMER SERVICE COURSE**

course on

**Tuesday, January 5, 2021**

**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.

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**EFFECTIVE DECISION MAKING Certificate**

LMSadmin@dor.state.fl.us <LMSadmin@dor.state.fl.us>

Tue 1/5/2021 10:15 AM

To: Chelsea Turner <chelsea.turner@brevardtc.com>

**Congratulations,**

**CHELSEA TURNER,**

on completing

**TCC 002 - EFFECTIVE DECISION MAKING**

course on

Tuesday, January 5, 2021

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.

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# Certificate of Completion

Presented to

*Chelsea Turner*

*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*

***Fraudulent Document Training***

*On the 13<sup>th</sup> day of October 2015*



*S. Caldwell*  
Sonya Caldwell, Instructor  
Education & Training Specialist

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

**BANKRUPTCY COURSE Certificate**

LMSadmin@dor.state.fl.us &lt;LMSadmin@dor.state.fl.us&gt;

Tue 1/19/2021 3:43 PM

To: Chelsea Turner &lt;chelsea.turner@brevardtc.com&gt;

**Congratulations,**

**CHELSEA TURNER,**

**on completing**

**TCC 001 - BANKRUPTCY COURSE**

**course on**

**Tuesday, January 19, 2021**

**15.00 credit hours**

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

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

This email has been scanned for spam & viruses. If you believe this email should have been stopped by our filters, [click here](#) to report it.

## Chapter 12-9, F.A.C.



Name to appear on certificate:

Monica M. Usher

Previous Name(s)(if applicable) ☐ documentation included

County: Collier

Job Title: Main Branch Manager

**Certification Requested:** Certified Florida Collector Assistant

☒ Initial

- ☐ Reinstatement

## Application

- ☑ Application with required signatures
- ☑ Application fee
- ☑ Courses listed on application
- ☑ Employment dates listed
  - ☑ Include current employment
  - ☑ Two years of experience with an applicable office

From: 7/1/01      to Present

From: 11/1/00 to 7/1/01

Course Information		
Course Name	Hours Credited	Certificate Included
<b>Required Course 1</b>		
TCC 501 – Duties and Responsibilities of Florida Tax Collectors	30.00	YES
<b>Required Course 2 (if applicable)</b>		
<b>Additional Courses</b>		
TCC 502 – Management of a Florida Tax Collector's Office	30.00	YES
TCC 503 – Collection and Distribution of Property Taxes and Special Assessments	30.00	YES
TCC 003 – Customer Service	5.00	YES
TCC 002 – Effective Decision Making	10.00	YES
TCC 001 – Bankruptcy	15.00	YES
<b>TOTAL HOURS</b>	<b>120.00</b>	

**Committee recommends certification.**    ☐ Yes ☐ No

NOTES:



# Application for Certified Florida Collector or Certified Florida Collector Assistant

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

## Property Tax Oversight Program Florida Department of Revenue

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

Signature

TAX COLLECTOR

Title

James McAdams  
Chairman  
Admissions Committee

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

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

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

Name Usher Monica M.

(Last)

(First)

(Middle)

E-mail Address musher@colliertax.com

Business Phone Number (239) 252-1155

Employed By Collier County Tax Collector

Job Title Main Branch Manager

Name of High School Woodrow Wilson High School Youngstown, OH Graduated? ☒ Yes ☐ No

Name of College N/A Graduated? ☐ Yes ☐ No

Professional Organizations (in the collection field) \_\_\_\_\_

List below all tax collection courses and enclose a copy of the certificate of completion TCC 501, TCC 502,  
TCC 503, & TCC 01, 02, 03

Professional Designations \_\_\_\_\_

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

Name of Employer Collier Co. Tax Collector

Your Title Manager From 7/1/01 To present

Name of Employer DHSMV

Your Title examiner I From 11/1/00 To 7/1/01

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

Signed: M Usher Date: 1/27/21





# Application for Certified Florida Collector or Certified Florida Collector Assistant

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

## Property Tax Oversight Program Florida Department of Revenue

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

[Signature]

Signature

TAX COLLECTOR

Title

**James McAdams**  
Chairman  
Admissions Committee

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

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

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

Name Usher Monica M.

(Last)

(First)

(Middle)

E-mail Address musher@colliertax.com

Business Phone Number (239) 252-1155

Employed By Collier County Tax Collector

Job Title Main Branch Manager

Name of High School Woodrow Wilson High School Youngstown, OH Graduated? ☒ Yes ☐ No

Name of College N/A Graduated? ☐ Yes ☐ No

Professional Organizations (in the collection field) \_\_\_\_\_

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

Professional Designations \_\_\_\_\_

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

Name of Employer Collier Co. Tax Collector

Your Title Manager From 7/1/01 To present

Name of Employer DHS/MV

Your Title examiner I From 11/1/00 To 7/1/01

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

Signed: M Usher Date: 1/27/21



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

*Certifies that*

*Monica Usher*

*has successfully completed*

*DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS*

*TCC 501, 30 Hours*

*January 27-31, 2020*



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



*Certifies that*

*Monica Usher*

*has successfully completed*

*MANAGEMENT OF A FLORIDA TAX COLLECTOR'S OFFICE*

*TCC 502, 30 Hours*

*September 18 - October 2, 2020*

**BANKRUPTCY COURSE Certificate**

LMSAdmin@dor.state.fl.us <LMSAdmin@dor.state.fl.us>

Mon 1/25/2021 3:42 PM

To: Monica Usher <musher@colliertax.com>

EXTERNAL EMAIL: Use extreme caution when opening attachments or clicking links.

**Congratulations,**

**MONICA USHER,**

on completing

**TCC 001 - BANKRUPTCY COURSE**

course on

Monday, January 25, 2021

15.00 credit hours

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

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

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.

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EFFECTIVE DECISION MAKING Certificate

LMSadmin@dor.state.fl.us <LMSadmin@dor.state.fl.us>

Tue 1/26/2021 11:39 AM

To: Monica Usher <musher@colliertax.com>

EXTERNAL EMAIL: Use extreme caution when opening attachments or clicking links.

Congratulations,

MONICA USHER,

on completing

**TCC 002 - EFFECTIVE DECISION MAKING**

course on

Tuesday, January 26, 2021

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.

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CUSTOMER SERVICE COURSE Certificate

LMSadmin@dor.state.fl.us <LMSadmin@dor.state.fl.us>

Wed 1/27/2021 10:55 AM

To: Monica Usher <musher@colliertax.com>

EXTERNAL EMAIL: Use extreme caution when opening attachments or clicking links.

Congratulations,

MONICA USHER,

on completing

**TCC 003 - CUSTOMER SERVICE COURSE**

course on

Wednesday, January 27, 2021

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.

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COLLECTION AND DISTRIBUTION OF PROPERTY TAXES AND SPECIAL ASSESSMENTS Certificate

LMSadmin@dor.state.fl.us <LMSadmin@dor.state.fl.us>

Fri 2/5/2021 9:26 AM

To: Monica Usher <musher@colliertax.com>

EXTERNAL EMAIL: Use extreme caution when opening attachments or clicking links.

Congratulations,

MONICA USHER,

on completing

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

course on

Friday, February 5, 2021

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.

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## Chapter 12-9, F.A.C.







FLORIDA

## Application for Certified Florida Collector or Certified Florida Collector Assistant

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

### Property Tax Oversight Program Florida Department of Revenue

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

Nina J. Sean

Signature

Accounting Manager

Title

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

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

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

Name Vaughn Abigail B  
(Last) (First) (Middle)

E-mail Address avaughn@taylorcountytaxcollector.com

Business Phone Number 850-838-3517

Employed By Taylor County Tax Collector

Job Title Deputy Clerk

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

Name of College \_\_\_\_\_ Graduated? ☐ Yes ☐ No

Professional Organizations (in the collection field) \_\_\_\_\_

List below all tax collection courses and enclose a copy of the certificate of completion TCC001, TCC002,  
TCC003, TCC501, TCC503, TCC504

Professional Designations \_\_\_\_\_

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

Name of Employer Taylor County Tax Collector

Your Title Deputy Tax Collector From October 2018 To Present

Name of Employer \_\_\_\_\_

Your Title \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

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

Signed: Abigail Vaughn Date: 11/12/20

8/2/2019

Taylor County Tax Collector Mail - BANKRUPTCY COURSE Certificate

Taylor County Tax Collector

Abigail Vaughn <avaughn@taylorcountytaxcollector.com>

---

**BANKRUPTCY COURSE Certificate**

1 message

LMSadmin@dor.state.fl.us <LMSadmin@dor.state.fl.us>  
To: ABIGAIL VAUGHN <avaughn@taylorcountytaxcollector.com>

Fri, Aug 2, 2019 at 10:46 AM

**Congratulations,**

**ABIGAIL VAUGHN,**

on completing

**TCC 001 - BANKRUPTCY COURSE**

course on

Friday, August 02, 2019

15.00 credit hours



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

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---

Taylor County Tax Collector

Abigail Vaughn &lt;avaughn@taylorcountytaxcollector.com&gt;

**EFFECTIVE DECISION MAKING Certificate**

1 message

LMSadmin@dor.state.fl.us &lt;LMSadmin@dor.state.fl.us&gt;

Wed, Jul 31, 2019 at 11:04 AM

To: ABIGAIL VAUGHN &lt;avaughn@taylorcountytaxcollector.com&gt;

**Congratulations,****ABIGAIL VAUGHN,**

on completing

**TCC 002 - EFFECTIVE DECISION MAKING**

course on

Wednesday, July 31, 2019

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.

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Taylor County Tax Collector

Abigail Vaughn &lt;avaughn@taylorcountytaxcollector.com&gt;

**CUSTOMER SERVICE COURSE Certificate**

1 message

LMSadmin@dor.state.fl.us &lt;LMSadmin@dor.state.fl.us&gt;

Mon, Jul 29, 2019 at 11:00 AM

To: ABIGAIL VAUGHN &lt;avaughn@taylorcountytaxcollector.com&gt;

**Congratulations,****ABIGAIL VAUGHN,**

on completing

**TCC 003 - CUSTOMER SERVICE COURSE**

course on

Monday, July 29, 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.

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



*Certifies that*

*Abigail Vaughn*

*has successfully completed*

*DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS*

*TCC 501, 30 Hours*

*January 27-31, 2020*

Taylor County Tax Collector

Abigail Vaughn &lt;avaughn@taylorcountytaxcollector.com&gt;

**COLLECTION AND DISTRIBUTION OF PROPERTY TAXES AND SPECIAL ASSESSMENTS Certificate**

1 message

LMSadmin@dor.state.fl.us &lt;LMSadmin@dor.state.fl.us&gt;

Thu, Aug 22, 2019 at 1:59 PM

To: ABIGAIL VAUGHN &lt;avaughn@taylorcountytaxcollector.com&gt;

**Congratulations,**

**ABIGAIL VAUGHN,**

on completing

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

course on

Thursday, August 22, 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.

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



*Certifies that*

*Abigail Vaughn*

*has successfully completed*

*THE COLLECTION OF LICENSES, TAXES AND FEES*

*TCC 504, 30 Hours*

*July 6-29, 2020*

## Chapter 12-9, F.A.C.



Name to appear on certificate:

Candace Wessels

Previous Name(s)(if applicable) ☐ documentation included

County: Alachua

Job Title: CSA III

**Certification Requested:** Certified Florida Collector Assistant

☒ Initial

- ☐ Reinstatement

## Application

☒ Application with required signatures

☒ Application fee☒ Courses listed on application☒ Employment dates listed☒ Include current employment

☒ Two years of experience with an applicable office

From: 6/5/17 to Present

From: \_\_\_\_\_ to \_\_\_\_\_

Course Information		
Course Name	Hours Credited	Certificate Included
<b>Required Course 1</b>		
TCC 501 – Duties and Responsibilities of Florida Tax Collectors	30.00	YES
<b>Required Course 2 (if applicable)</b>		
<b>Additional Courses</b>		
TCC 503 – Collection and Distribution of Property Taxes and Special Assess	30.00	YES
DHSMV – DL Training Phase I	40.00	YES
DHSMV – DL Training Phase II	40.00	YES
<b>TOTAL HOURS</b>	<b>140.00</b>	

**Committee recommends certification.**    ☐ Yes ☐ No

NOTES:



FLORIDA

Property Tax Oversight Program  
Florida Department of Revenue

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

Ginda Power

Signature

HR Administrator

Title

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

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

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

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

Name Wessels Candace  
(Last) (First) (Middle)

E-mail Address candacewessels@alachuacollector.com

Business Phone Number 352-374-5236

Employed By Alachua County Tax Collector

Job Title CSA III

Name of High School Santa Fe High School Graduated? ☒ Yes ☐ No

Name of College \_\_\_\_\_ Graduated? ☐ Yes ☐ No

Professional Organizations (in the collection field) \_\_\_\_\_

List below all tax collection courses and enclose a copy of the certificate of completion DL Phase 1+2  
Duties + Responsibilities, Distribution of property  
taxes + special assessments

Professional Designations \_\_\_\_\_

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

Name of Employer Alachua County Tax Collector

Your Title CSA III From 6/5/2017 To present

Name of Employer \_\_\_\_\_

Your Title \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

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

Signed: Candace Wessels Date: 2/3/2021



A SAFER

**FLORIDA**

HIGHWAY SAFETY AND MOTOR VEHICLES

# Certificate of Completion

Presented to

*Candace Wessels*

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 Transformed Phase I Training***

On this 23<sup>rd</sup> day of June 2017

*Debra Ramos*

Debra Ramos, Instructor  
Research & Training Specialist

DRIVER LICENSES • MOTOR VEHICLES • FIELD SUPPORT CENTER

**MOTORIST SERVICES**

"VOICES COMING TOGETHER"

LEARNING &  
DEVELOPMENT





A SAFER

**FLORIDA**

HIGHWAY SAFETY AND MOTOR VEHICLES

# Certificate of Completion

Presented to

*Candace Wessels*

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 Transformed Phase II Training***

On this 29<sup>th</sup> day of September 2017

*Debora Ramos*

Debora Ramos, Instructor  
Research & Training Specialist

DRIVER LICENSES • MOTOR VEHICLES • FIELD SUPPORT CENTER

**MOTORIST SERVICES**

VOICES COMING TOGETHER





# *The Florida Department of Revenue*

## *Property Tax Oversight, Certification and Training Team*

*Certifies that*

*Candace Wessels*

*has successfully completed*

*DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS*

*TCC 501, 30 Hours*

*January 27-31, 2020*



**Linda Power**

---

**From:** Candace Wessels  
**Sent:** Tuesday, January 26, 2021 4:07 PM  
**To:** Linda Power  
**Subject:** Fw: COLLECTION AND DISTRIBUTION OF PROPERTY TAXES AND SPECIAL ASSESSMENTS Certificate

Here is my completion of the TCC 503 course.

**Candace Wessels**  
**Tax Agent**

Representing John Power, Alachua County Tax Collector

*"Serving the public with integrity, innovation, fiscal responsibility, and respect."*

5801 NW 34th Blvd Gainesville, FL 32653 | Office: (352) 374-5236  
[CandaceWessels@alachuacollector.com](mailto:CandaceWessels@alachuacollector.com) | [www.AlachuaCollector.com](http://www.AlachuaCollector.com)

---

**From:** LMSadmin@dor.state.fl.us <LMSadmin@dor.state.fl.us>  
**Sent:** Tuesday, January 26, 2021 4:03 PM  
**To:** Candace Wessels <CandaceWessels@alachuacollector.com>  
**Subject:** COLLECTION AND DISTRIBUTION OF PROPERTY TAXES AND SPECIAL ASSESSMENTS Certificate

**CAUTION:** External Sender

**Congratulations,**  
**CANDACE WESSELS,**

on completing

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

course on

Tuesday, January 26, 2021  
30.00 credit hours



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

## Chapter 12-9, F.A.C.



Name to appear on certificate:

Tina White

Previous Name(s)(if applicable) ☐ documentation included

County: Lake

Job Title: Customer Representative II

Certification Requested: Certified Florida Collector Assistant ☒ Initial ☐ Reinstatement

## Application

- ☑ Application with required signatures
- ☑ Application fee
- ☑ Courses listed on application
- ☑ Employment dates listed
  - ☑ Include current employment
  - ☑ Two years of experience with an applicable office

From: 11/1/13 to Present

From: \_\_\_\_\_ to \_\_\_\_\_

Course Information		
Course Name	Hours Credited	Certificate Included
<b>Required Course 1</b>		
TCC 501 – Duties and Responsibilities of Florida Tax Collectors	30.00	YES
<b>Required Course 2 (if applicable)</b>		
<b>Additional Courses</b>		
TCC 503 – Collection and Distribution of Property Taxes and Special Assessments	30.00	YES
DHSMV – DL Training Phase I	45.00	YES
DHSMV – DL Training Phase II	45.00	YES
<b>TOTAL HOURS</b>	<b>150.00</b>	

**Committee recommends certification.**    ☐ Yes ☐ No

NOTES:





# Application for Certified Florida Collector or Certified Florida Collector Assistant

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

## Property Tax Oversight Program Florida Department of Revenue

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

David W. Jorde  
Signature

Lake County Tax Collector  
Title

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

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

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

Name White Tina

E-mail Address Twhite@crgraphics.com (Last) (First) (Middle)

Business Phone Number (352) 343-9602

Employed By Lake County Tax Collector

Job Title Customer Representative II

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

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

Professional Organizations (in the collection field) \_\_\_\_\_

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

Driver License Phase I, Driver License Phase II

Professional Designations \_\_\_\_\_

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

Name of Employer Lake County Tax Collector

Your Title Customer Representative II From 11/2013 To Present

Name of Employer \_\_\_\_\_

Your Title \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

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

Signed: Tina White Date: 12/4/2020



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

*Certifies that*

*Tina White*

*has successfully completed*

*DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS*

*TCC 501, 30 Hours*

*January 27-31, 2020*

Congratulations,

TINA WHITE,

on completing

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

course on

Monday, December 7, 2020

30.00 credit hours

---





*This certificate is awarded to*

**TINA WHITE**

*for the successful completion of the course*

**DL Transformed: Phase I**  
by FLHSMV

**45 Hours 0 Minutes**

Date: 8/25/2017



*This certificate is awarded to*

**TINA WHITE**

*for the successful completion of the course*

**DL Transformed: Phase II**  
by FLHSMV

**45 Hours 0 Minutes**

**Date: 9/1/2017**

## Chapter 12-9, F.A.C.





FLORIDA

## Application for Certified Florida Collector or Certified Florida Collector Assistant

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

### Property Tax Oversight Program Florida Department of Revenue

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

David W. Jugh

Signature

Lake County Tax Collector

Title

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

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

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

Name Wilde Kellie L.

E-mail Address K1Wilde@Comcast.net (Last) (First) (Middle)

Business Phone Number (352) 343-9602

Employed By Lake County Tax Collector

Job Title Customer Representative II

Name of High School ELK Grove High School Graduated? ☒ Yes ☐ No

Name of College \_\_\_\_\_ Graduated? ☐ Yes ☐ No

Professional Organizations (in the collection field) \_\_\_\_\_

List below all tax collection courses and enclose a copy of the certificate of completion TCC 501, TCC 503  
Driver License Phase I, Driver License Phase II

Professional Designations \_\_\_\_\_

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

Name of Employer Lake County Tax Collector

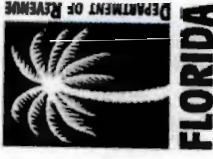
Your Title Customer Representative II From 04/2015 To Present

Name of Employer \_\_\_\_\_

Your Title \_\_\_\_\_ From \_\_\_\_\_ To \_\_\_\_\_

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

Signed: Kellie Wilde Date: 12/3/20



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

*Certifies that*

***Kellie Wilde***

*has successfully completed*

**DUTIES AND RESPONSIBILITIES OF FLORIDA TAX COLLECTORS**

**TCC 501, 30 Hours**

**January 27-31, 2020**



Congratulations,

KELLIE WILDE,

on completing

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

course on

Tuesday, December 1, 2020

30.00 credit hours





*This certificate is awarded to*

**KELLIE WILDE**

*for the successful completion of the course*

**DL Transformed: Phase I**  
by FLHSMV

**45 Hours 0 Minutes**

**Date: 4/28/2017**



*This certificate is awarded to*

**KELLIE WILDE**

*for the successful completion of the course*

**DL Transformed: Phase II**  
by FLHSMV

**45 Hours 0 Minutes**

**Date: 5/5/2017**