

# Charlotte County Tax Collector

Vickie L. Potts

[TaxCollector.CharlotteCountyFL.gov](http://TaxCollector.CharlotteCountyFL.gov)



## **NEW DEALER CHECK LIST**

- Dealer License through Palmetto
- Insurance for Dealership – Allowance for dealer plates
- Zoning approval from County/City
- Business Tax Receipt through County
- ETR/EFS \*\*Must have at least ETR for preprinted temp tags or to do temporary transfers\*\*
- ACH forms
- Fast Title Authorization with Letter on Letterhead indicating all people who are able to sign or pick up work and copies of driver licenses
- Dealer Info Sheet – including email, contact (title clerk)

### **CHARLOTTE COUNTY TAX COLLECTOR Dealer Department**

410 Taylor St, Punta Gorda, FL 33950 • 941-833-5472 • Fax: 941-833-3006  
[DealerDept@charlottecountyfl.gov](mailto:DealerDept@charlottecountyfl.gov) • [TaxCollector.charlottecountyfl.gov](http://TaxCollector.charlottecountyfl.gov)

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## DEALER INFO SHEET

DEALER NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

PHONE: \_\_\_\_\_ FAX: \_\_\_\_\_

EMAIL: \_\_\_\_\_

DEALER ID AND PIN : \_\_\_\_\_

CONTACT PERSON: \_\_\_\_\_

ETR/EFS SYSTEM: \_\_\_\_\_

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