


Going Out of Business/Fire Sale Checklist

 Completed application

 \$50.00 fee

Must be in the form of cash, money order or other certified funds

 Complete listing of inventory (dollar amount alone will not be accepted)


A daily list of inventory is to be kept at the beginning of the sale, quantity of each item sold each day, quantity remaining unsold at the close of each day's business and the closing date of the sale. Permittee shall make these records available for inspection by a representative of the Tax Collector's Office. No additions can be made during the period of the sale.

 Copy of the proposed advertisement


Must contain the following statement: "Sale held pursuant to _____ County, _____ (type of sale) Sale No. _____ granted the _____ day of _____, 20____."


Permittee shall refrain from employing any untrue, deceptive or misleading advertising.

Sale must be in strict conformity with advertisement.

 Surrender county and any applicable city licenses

 All Real Estate and Tangible Personal Property taxes must be paid

 The permit only authorizes one type of sale at the location shown on the permit

 The permit shall not be transferred

VIOLATION OF THE ABOVE IS GUILTY OF A MISDEMEANOR OF THE SECOND DEGREE, PUNISHABLE AS PROVIDED IN F.S. 775.082 or F.S. 775.083. {F.S. 559.27 (3)}

GOING OUT OF BUSINESS/FIRE SALE APPLICATION

Permit # _____

Application is hereby made by the undersigned for a permit to conduct a GOING OUT OF BUSINESS or FIRE Sale beginning ___/___/___ and ending ___/___/___.

In support of this application, I submit the following information:

Name of Business _____
Location of Sale _____
Nature of Occupancy (Lease, Sub-Lease, Rent, Own) _____
Date of Termination of Occupancy ___/___/___

The sale will be advertised by means of _____

and each such advertisement will contain the words:

“Sale held pursuant to Palm Beach County, _____ (type of sale) Sale No. _____
granted the _____ day of _____, 20____.”

A complete inventory of the goods, wares, and merchandise to be offered for sale is attached to and made a part of this application. I understand that only such items as appear on this inventory may be advertised, offered for sale or sold.

To further support this application, I agree to keep an itemized list of all sales as they are made, to summarize the list daily, and to enter the summarized figures at the close of each day's business on a copy of the inventory in such a manner as to provide the following information:

1. The inventory at the beginning date of the sale.
2. The quantity of each item sold each day.
3. The quantity of each item remaining unsold at the close of each day's business and the closing date of the sale.

I agree to surrender to the Tax Collector for cancellation the following business licenses held by me:

Type	License Number	Issued By
_____	_____	_____
_____	_____	_____

I am familiar with the provisions of Chapter 559 - Part III, Florida Statutes (1993), and agree to abide by them.

Date: _____ Signed _____
(Owner of Corporate Officer)

Title _____
Fee for \$50.00 acknowledged on Receipt Number _____.

Tax Collector, Palm Beach County

By: _____