

Downtown MarketPlace - Business Guide

To help you establish a business in Tallahassee.

The downtown MarketPlace is an excellent opportunity to extend your current business or try out a new business. The MarketPlace affords a very reasonable opportunity for aspiring business owners to try out their effectiveness to offer unique and attractive products to the Tallahassee community. Further, the MarketPlace offers an opportunity for an existing business to extend their business and bring more attention to their existing product line.

The Saturday Downtown MarketPlace attracts some 100,000 citizens and visitors each year, many of who could be your customer. The MarketPlace season represents one of the larger retail operations in downtown Tallahassee.

The following information is provided to assist you with having the appropriate governmental approvals for operating a business in Tallahassee. Thank you for considering an adventure in product sales at the Saturday Downtown MarketPlace. We wish you well and market management is on hand to lend you guidance and tips on setting up, sales strategies, and display of your products. For new comers – be patient – it takes persistence, commitment, and consistency to attract customers to your products.

For more information on business operation and networking consider joining the Greater Tallahassee Chamber of Commerce, 115 N. Calhoun Street, Tallahassee, Florida 32301, telephone (850) 224-8116.

Business Registration information:

A Business Tax Certificate (formerly called occupational license) is issued for the privilege of engaging in any business, occupation or profession. Anyone providing merchandise or services to the public, even a one-person company or home-based occupation, must obtain a Business Tax Certificate from the City of Tallahassee and Leon County.

Those businesses operating in Tallahassee must obtain both Tallahassee and Leon County Business Tax Certificates, also known as an occupational license. Contact Tallahassee City Hall at (850) 891-6488 and the Leon County Tax Collector's office at (850) 488-4735.

While non-profit businesses are exempt from the business tax, they still have to obtain the tax certificate.

Business Tax Certificates expire September 30 each year and may be renewed on or after August 1 of each year. Do not let your certificates expire as there are penalties for doing so. New Business Tax Certificates can be issued at any time during the year and are prorated accordingly. It is the responsibility of each business owner to fulfill the requirements of operating a business in Tallahassee.

City of Tallahassee

Business Tax Certificate

850-891-6488

Leon County Health Department

850-487-3166

Leon County Business Tax Certificate

850-488-4735

State of Florida

Florida State Department of Revenue

(850) 488-9750

Department of Professional Regulation

850-487-2252

Hotel & Restaurants

850-488-1133

Florida Department of Agriculture

850-922-2966

www.doacs.state.fl.us