



# City of Gainesville

Department of Financial Services  
Revenue & Receivables

August 2025

## **Business Tax Renewal Informational Notice: This is not a bill – No payment due at this time**

The City of Gainesville will be mailing out renewal statements for the 2025-26 business tax year on Aug. 29, 2025. The business tax renewal is due on or before Wednesday, Oct. 1, 2025. After this date, delinquency penalties will accrue.

### **Updates and Reminders**

- **State licensure requirement:** Businesses, employees, owners and independent contractors: Florida statutes sec. 205.194(1), et seq. require that all entities and persons with a license or certification from State of Florida regulatory departments, agencies, and boards present a current copy of the license or certification each year. If you pay the business tax renewal in person, you must bring a copy of each state license associated with the business tax account or bring a copy of each state license; electronic copies cannot be accepted. Submit licenses during the month of August so the information is on file when the renewal payment is made. [Construction contractors under F.S. Chapter 489 are exempt.](#)
- If you pay the business tax online or by mail, you must submit a copy of each state license associated with the business tax account. Call 352-334-5024 if you are unsure of which licenses you need to submit. The business tax receipt cannot be released to you if the required license(s) aren't on file or exhibited. Scan and e-mail the license(s) to [citybc@gainesvillefl.gov](mailto:citybc@gainesvillefl.gov). Please make sure your business tax number is on your e-mail. Due to the volume of payments and emails, our staff will be unable to email tax receipts for online payments until Oct. 15, 2025. Please ensure all required documentation is submitted in August to ensure your tax receipt is available if you make an online payment.
- **Fictitious name requirement:** All businesses are required by Florida statutes Sec. 205.023 to either file a fictitious name or complete a signed affidavit giving the reason the business is exempt from filing a fictitious name.
- **Online payments:** Online payments are accepted 24 hours per day and the online system will accept payments starting on Tuesday, Sept. 2, 2025 at 2 p.m. Online payments can be made by credit card or electronic check, and may be subject to transaction fees. The online system will not allow you to make any changes to your business tax file; changes need to be made in person at our office. If all required documents are on file, the online system will generate and email the business tax receipt to the email address on file; a duplicate receipt will not be mailed. [Due to the need for physical tax stamps, businesses with jukeboxes or coin-operated vending, amusement, or laundry machines cannot make online payments.](#)
- **Closed businesses:** If your business has closed or will be closing on or before Tuesday, Sept. 30, 2025, please contact our office so that your business tax account can be closed and no tax statement will be sent to you.

## Revenue & Receivables Office Hours

Revenue & Receivables office hours are Monday, through Friday from 8 a.m. until 5 p.m., excluding city holidays. You may contact Revenue & Receivables by phone at 352-334-5024 or by email at [citybc@gainesvillefl.gov](mailto:citybc@gainesvillefl.gov). The office is located in City Hall, 200 E University Avenue, 3rd Floor.

Delinquency penalties will not be suspended or waived for payments not received or postmarked on or before Oct. 1, 2025.

City offices are closed on Monday, Sept. 1, 2025 in observance of Labor Day.

## Business Tax Exemptions

If the business owner or majority shareholder/partner belongs to any of the classes below, call 352-334-5024, during office hours, or email [citybc@gainesvillefl.gov](mailto:citybc@gainesvillefl.gov) for information on business tax exemptions that might be available.

Recertification letters for existing exempt businesses (except veteran-exempt businesses) were mailed out on July 1, 2025. Please send an email to [citybc@gainesvillefl.gov](mailto:citybc@gainesvillefl.gov) if you didn't receive your recertification.

The following persons may qualify for a business tax exemption if the business owner lives in Alachua County and does not have more than one other helper or employee and is (1) over age 65 as of Oct. 1, 2025, (2) disabled and incapable of manual labor, or (3) a widow/er with minor dependents

The following persons may qualify for a business tax exemption if the business has less than 100 employees and the qualifying person is the sole owner or majority shareholder and is (1) a veteran of the U.S. Armed Forces, (2) the spouse or unremarried widow/er of a veteran of the U.S. Armed Forces, (3) the spouse of a servicemember stationed in Gainesville, (4) a person who receives public assistance, or (5) a person whose household income is less than 130% of the federal poverty guideline

## Online Payment Exclusions

The following business types are excluded from making online payment due to special circumstances. If an online payment is attempted, a block message will appear advising the payer to contact Revenue & Receivables (1) businesses that have coin-operated vending machines, laundry machines, jukeboxes, or arcade/video games, (2) businesses that have an outstanding balance for prior year business taxes or penalties, or (3) businesses that have been billed for address changes or other additional fees that will appear on the business tax statement. These businesses will need to make payment either by mail or in-person.