

Small Business Resources

Small Business Development Center (SBDC)

Free small business consulting and training
at www.floridasbdc.org

Small Business Innovation Research (SBIR)

Tech business innovation assistance at
www.sbir.gov

Grants.gov

Offers grant applications for a variety of
programs at www.grants.gov



Contact Us

**We'll walk you through the process
of starting a business.**

Meet with the Business Navigator to take a
look at your plans and help you navigate the
City requirements of the following:

- Business Services
- Planning and Zoning
- Code Compliance
- Environmental Compliance
- Stormwater
- Utilities
- and more



501 Harrison Avenue
Panama City, FL 32401
(850) 691 4603

BusinessServices@panamacity.gov

Scan the QR Code below to visit the
City of Panama City's Business Services
webpage for more information.



How to Start a Business in Panama City



General Business Requirements

Register with Sunbiz

- Sunbiz oversees Corporations, Limited Liability Companies, Limited Partnerships, DBA's, and Trademarks
- If you are doing business under any name other than your legal given name, you must register with Sunbiz.
- Register at www.dos.fl.gov/sunbiz/

Register with Internal Revenue Service (IRS)

- The Internal Revenue Service (IRS) collects income tax, estimated taxes, self employment taxes, employment taxes, excise taxes and more.
- Register at www.irs.gov/businesses

Register with Florida Department of Revenue

- The Florida Department of Revenue oversees the collection of over 30 taxes including sales and use tax, corporate income tax and more.
- Verify with the Florida Department of Revenue what taxes you need to collect for your business and sales type.
- Register at www.floridarevenue.com/taxes

Florida Department of Business and Professional Regulation (DBPR)

Some businesses may be required to register with the DBPR. If you are unsure if you need a DBPR license, a list of required business types is available at:

https://www2.myfloridalicense.com/services/requiring_a_dbpr_license/

City of Panama City Business Tax Receipt Types

Occupational: This generally means you provide a service in exchange for money, such as doctors, contractors and lawyers. If the business is based out of your home, you will need a **Home Occupational**.

Merchant: A merchant is a business that sells an item in exchange for money, such as a boutique, restaurant and wholesalers. This BTR type will pay the 1% merchant fee.



Merchant Requirements

- The City collects a 1% Merchant tax on all sales. This includes vehicles, wholesales, food and retail items.
- More information about the 1% tax can be found at [https://www.panamacity.gov/779/Merchant License and 1 Fee](https://www.panamacity.gov/779/MerchantLicenseand1Fee)

Application Process

GovOS

- The Business Tax Receipt Application is available at https://panamacity.munirevs.com/log_in/
- Please allow at least 10 business days for application to be processed.

*Please note this document serves as a summary fact brochure only. Any conflict is unintentional, and code prevails in all instances.