

***Tree & Landscaping Services & Arborists***  
***Must Submit the Following Items with the Registration Application***

- Palm Beach County/County-wide Business Tax Receipt for the current fiscal year.
- Certificate of Liability Insurance, naming Wellington as Certificate Holder.
- Certificate of Workers Compensation Insurance or Exemption Certificate.
- Certified State License holders based in another County must provide a copy of their Business Tax Receipt for the County in which they are based.
- A copy of the Applicants Drivers License or photo identification.

***Registration Fees & Regulations***

Mobile Lawn & Garden Services (lawn maintenance, tree trimming, sod installation, etc.)	\$75.00
Landscaping	\$75.00
Landscape & Horticultural Services, Landscape Consultant and Architect	\$75.00

**Wellington Land Development Regulations,  
Section 7.3.14.E. Tree and landscaping services and arborists.**

1. All tree and landscaping services shall register with the Planning, Zoning & Building Department and obtain a registration or occupancy or business tax receipt before beginning work.
2. Vehicles used by a tree service/arborist operating within Wellington shall be clearly marked with the name of the tree service/arborist. Certified arborists shall display the certified logo and registration number, if any.
3. A photocopy of the current business tax receipt and/or Wellington registration shall be available for inspection at each job site.
4. Standards for cutting on or repair to dicotyledonous species shall be in accordance with the American National Standards Institute A-300 standards or similar accepted standards as published.
5. Persons engaged in business as a tree service in Wellington shall adhere to the American National Standards Institute A-300 standards or similar accepted standards as published, except for service to prohibited trees.
6. Persons engaged in business as a tree or landscaping service in Wellington shall remove their own planting debris prior to or upon leaving the work site.

**Tree & Landscaping Services and Arborist Registration Application**

Receipt # \_\_\_\_\_ Process By: \_\_\_\_\_ Issued By: \_\_\_\_\_ Date Issued: \_\_\_\_\_

**COMPANY INFORMATION**

Company Name \_\_\_\_\_

Address \_\_\_\_\_

Street City State Zip

Mailing Address \_\_\_\_\_

(if different) Street City State Zip

Business Phone \_\_\_\_\_ Cell Phone \_\_\_\_\_ FAX \_\_\_\_\_

Email Address \_\_\_\_\_ Nature of Business \_\_\_\_\_

Driver's License # \_\_\_\_\_

# of Vehicles \_\_\_\_\_ # of Equipment Trailers \_\_\_\_\_

**BUSINESS OWNER/ AGENT**

Owner/Agent Name \_\_\_\_\_ Phone \_\_\_\_\_

Home Address \_\_\_\_\_

Street City State Zip

FEIN or Social Security Number \_\_\_\_\_

Pursuant to FS 205.0535(5) No Business Tax shall be issued unless the FEIN number or SSN number is obtained from the person to be taxed. If a FEIN is not available the applicant must provide the Social Security number for the person being taxed pursuant to section FS 119.071(5)

***I hereby declare this application has been examined by me as of this date and to the best of my knowledge and belief is true and accurate.***

Owner/Agent Signature \_\_\_\_\_ Date \_\_\_\_\_

**NOTARY CERTIFICATE**

**STATE OF FLORIDA  
PALM BEACH COUNTY**

The foregoing instrument was acknowledged before me this \_\_\_\_\_ day of \_\_\_\_\_, 2015,

by \_\_\_\_\_ Whom is personally known to me  or has produced \_\_\_\_\_  
(Type of ID)

as identification.

Notary Signature \_\_\_\_\_

Notary Public, State of \_\_\_\_\_

**PROVIDE COPIES OF THE FOLLOWING DOCUMENTS ALONG WITH REGISTRATION:**

- **A copy of the Owner/Agent Driver's License or Photo Identification.**
- **Palm Beach County/County Business Tax Receipt for the current fiscal year.**
- **Certificate of Liability and Workers Comp Insurance, naming the City of Wellington as Certificate Holder.**

**ADDITIONAL REQUIREMENTS FOR CERTAIN OCCUPATIONS**

- If your profession or occupation is regulated by the Fla. State Department of Business and Professional Regulation (850-487-2252) you must attach a copy of your current certification, registration or license to this application.
- A Palm Beach County Business Tax Receipt is required in addition to Wellington registration. Please attach a copy of the Palm Beach County Business Tax Receipt, or a PBC BTR application.
- If your business is not based within the boundaries of Wellington, you must submit a copy of a Business Tax Receipt from the county or municipality where your business is based for registration of your license with Wellington.

**NOTE TO THE APPLICANT:**

A completed application is required in order to process your business registration. It is your responsibility to submit all documentation and fees as a part of the complete application. Failure to submit the required documentation will cause the Tree & Landscaping Registration application to be returned to you.

All Business Tax Receipts and Registrations expire SEPTEMBER 30th of each year. Penalty fees are assessed if your BTR/Registration is not renewed by that date.