



# BRUCE VICKERS, CFC, CFBTO, ELC.

## ★ Osceola County Tax Collector ★

2501 E. Irlon Bronson Memorial Hwy. / P.O. Box 422105 / Kissimmee, Florida 34742-2105

Phone 407-742-4000 / Fax 407-742-4008

[www.osceolataxcollector.org](http://www.osceolataxcollector.org)

The information being requested below is **required** to setup your on-line Tourist Express account. Because you will be **required** in the near future to post your collections on-line we will need for you to complete the information listed below.

This will give us the time required to get your accounts set up and get the log-in information back to you in time to file once the system is up and running. Should you have any questions please do not hesitate to contact our office by email (preferred) [TDApprove@osceola.org](mailto:TDApprove@osceola.org) or phone at (407) 742-4000.

	Information	Description
Account #		Enter your Tourist Tax Account Number for your Management Company account (this can be found on the upper right corner of your Tourist Tax Return)
Management Company Name		Enter the name of the Management Company that coincides with the above account number.
Management Company Address		Enter the mailing address of the Management Company that coincides with the above account number and name.
First Name		Enter the First Name of the person who will be processing your Tourist Tax on-line payments.
Last Name		Enter the Last Name of the person who will be processing your Tourist Tax on-line payments.
Initials		Enter the First, Middle and Last initial of the person who will be processing your Tourist Tax on-line payments.
Telephone		Enter the direct contact phone number of the person who will be processing your Tourist Tax on-line payments.
Email		This email will be used as the login for the person who will be processing your Tourist Tax on-line payments. When completing this information please consider that this email will be used for all correspondence regarding payments (i.e. payment receipts, under notices, delinquent notices, etc.).

**Please type** in the required information and click the submit button listed below. This should generate an email to us at [TDApprove@osceola.org](mailto:TDApprove@osceola.org) Once the email comes up on your screen just click the send button in your email and it will be sent to our office.

If the submit button is not functional on your system **please type** in the required information, print, scan and email back to [TDApprove@osceola.org](mailto:TDApprove@osceola.org)