

Section I

Notice of Development of Proposed Rules and Negotiated Rulemaking

DEPARTMENT OF REVENUE

Property Tax Oversight Program

RULE NO: RULE TITLE:

12D-16.002 Index to Forms

PURPOSE AND EFFECT: The purpose of the draft amendments to Rule 12D-16.002, F.A.C., is to amend current forms supporting the Rule Chapter 12D-19 (Certified Florida Property Appraiser and Certified Florida Tax Collector Program). Amend Form DR-4001, Application for Florida Professional Certification, to update the online registration link at top of page 1 and to move the online registration link from the top to the bottom of page 2. Clarifies start dates are required in the “Experience for Certification” section on page 1, adds instructional language and additional blank lines for course information to the “Approved Courses” section on page 1, and inserts a new page 2 to list additional approved courses. Amend Form DR-4002, Application for Approval of a Course or Continuing Education Credit Hours, to clarify how to list course hours, replace the option to mail documents with option to email the documents, and insert a new page 2 to list additional courses from first page.

SUBJECT AREA TO BE ADDRESSED: Amending forms related to procedures implementing the training and certification program required by sections 145.10, 145.11, and 195.002, Florida Statutes.

RULEMAKING AUTHORITY: 95.18(3), 192.001(18), 193.085(4)(a), (b), 193.091(3)(b), 193.114(1), (6), 193.1142(1), 193.122(1), (2), 193.155(8)(f), (h), 193.1556(2), 193.461(3)(a), (e), 193.501(8), (9), 193.625(3)(a), 194.011(3), 194.014, 194.034(1)(b), (c), (2), 194.037(3), 195.002(2), 195.027(1), (4), 195.087(1)(a), (2), 196.011(1), (5), (6), 196.075(4)(d), (5), 196.101(4)(c), 196.121(1), 196.173(6)(a), 196.1975(4)(c), 196.1978, 197.1979, 196.198, 196.1983, 196.1995(8), 197.2423(3), 197.2425, 197.319, 197.323, 197.3632(5)(b), 197.3635, 197.552, 200.065(1), (5), 200.069, 218.12(12), 218.125(2), 218.135(2), 218.26(1) FS.

LAW IMPLEMENTED: 196.011, 196.012(13), 196.015, 196.031, 196.075, 196.082, 196.092, 196.095, 196.101, 196.121, 196.131, 196.141, 196.151, 196.161(1)(a), 196.173, 196.183, 196.193, 196.195, 196.196, 196.1961, 196.197, 196.1975, 196.1977, 196.1978, 196.19781, 196.19782, 196.1979, 196.198, 196.1983, 196.199, 196.1995, 196.2001, 196.2002, 196.202, 196.24, 196.26, 197.182, 197.222, 197.2423, 197.2425, 197.252, 197.2524, 197.262, 197.319, 197.322(1), 197.323, 197.3632, 197.3635, 197.373, 197.412, 197.413, 197.417(1), 197.432, 197.443, 197.492, 197.502,

197.542, 197.552, 200.065, 200.068, 200.069, 200.071, 200.081, 218.12, 218.125, 218.135, 218.23, 218.63, 218.66(2), 218.67 FS., ss. 9(b), 12 of Article VII of Florida Constitution.

IF REQUESTED IN WRITING AND NOT DEEMED UNNECESSARY BY THE AGENCY HEAD, A RULE DEVELOPMENT WORKSHOP WILL BE HELD AT THE DATE, TIME AND PLACE SHOWN BELOW:

DATE AND TIME: June 9, 2026, 11:00 a.m.

PLACE: Room 1220, Building 1, Capital Circle Office Complex, 2450 Shumard Oak Blvd., Tallahassee, FL 32399.

Members of the public can also attend electronically via webinar; participants will need to register for the zoom meeting using the following link:
<https://us02web.zoom.us/join/6jaB2394T7KuXwB6RI4wAA>.

Pursuant to the provisions of the Americans with Disabilities Act, any person requiring special accommodations to participate in this workshop/meeting is asked to advise the agency at least 48 hours before the workshop/meeting by contacting: Mike Cotton at (850)617-8870. If you are hearing or speech impaired, please contact the agency using the Florida Relay Service, 1(800)955-8771 (TDD) or 1(800)955-8770 (Voice).

THE PERSON TO BE CONTACTED REGARDING THE PROPOSED RULE DEVELOPMENT AND A COPY OF THE PRELIMINARY DRAFT, IF AVAILABLE, IS: Mike Cotton, Property Tax Oversight Program, telephone (850)617-8870 or email DORPTO@floridarevenue.com.

THE PRELIMINARY TEXT OF THE PROPOSED RULE DEVELOPMENT IS: Published on the Department’s website at floridarevenue.com/rules.

DEPARTMENT OF REVENUE

Property Tax Oversight Program

RULE NOS.: RULE TITLES:

12D-19.001 Definitions

12D-19.002 Certified Florida Appraiser, Certified Florida Evaluator, Certified Cadastralist of Florida, Certified Florida Collector, and Certified Florida Collector Assistant Program

12D-19.003 Qualifications

12D-19.004 Approval of Courses

12D-19.005 Department Sponsored Courses

12D-19.007 Fees and Tuition

12D-19.008 Certification

12D-19.009 Recertification

PURPOSE AND EFFECT: The purpose of this rulemaking is to align rules to current certification processes, update existing procedures and remove acronyms to improve clarity. The purpose of the draft amendment to Rule 12D-19.001, F.A.C., is to update the definition of State Associations to include the

combined Property Appraisers' Association of Florida. The purpose of the draft amendments to Rule 12D-19.002, F.A.C., is to remove acronyms associated with the current certification programs. The purpose of the draft amendments to Rule 12D-19.003, F.A.C., is to add the applicant must be a current governmental employee to qualify for certification, to clarify the attendance policy for courses provided by the Department and courses sponsored by the Department, and to include the process by which an applicant can challenge an exam. The purpose of the draft amendments to Rule 12D-19.004, F.A.C., is to replace the acronym with the full name of the certification and to clarify how the course requestor must provide information to the attendee so they may receive credit to qualify for certification. The purpose of the draft amendments to Rule 12D-19.005, F.A.C., is to move refund information to the rule titled Fees and Tuition and to provide instruction for completion of online courses. The purpose of the draft amendments to Rule 12D-19.007, F.A.C., is to update course tuition information to reflect the state fiscal year rather than the county fiscal year and to add the conditions and requirements for applying for a course refund. The purpose of the draft amendments to Rule 12D-19.008, F.A.C., is to clarify how a certificate will be delivered to an approved applicant and to remove the certification initials from the certification pin. The purpose of the draft amendments to Rule 12D-19.009, F.A.C., is to update the recertification process to remove county in-office recertification procedures, to remove inapplicable language regarding challenges to recertification exams, and to clarify the type of documentation maintained by the Department.

SUBJECT AREA TO BE ADDRESSED: Proposed changes to reflect current processes, update language, and remove acronyms to provide more clarity and understanding.

RULEMAKING AUTHORITY: 195.002(2), 195.027(1), FS.

LAW IMPLEMENTED: 145.10, 145.11, 195.002, 195.087(4) FS.

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