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INFORMATION ON APPLYING FOR A FLORIDA TITLE AND PURCHASING OR TRANSFERRING A FLORIDA LICENSE PLATE

To Whom It May Concern:

In response to your request, enclosed is an application (form HSMV 82040) for a Florida certificate of title along with a form HSMV 83140, License Plate Rate Chart, which will assist you with purchasing or transferring a Florida license plate.

The application for title must be completed using first name, middle/maiden name and last name (name on application must correspond with name of the proof of ownership). A residential or business street address in Florida must be provided unless the applicant is a resident and an active duty member of the Armed Forces of the United States. A post office box address is not acceptable unless the applicant is a resident and an active duty member of the Armed Forces of the United States.

Enter the date of birth and sex of the registered owner and co-owner (when applicable) in the spaces provided on the application. If purchasing a license plate, the registration period begins the first day of the birth month of the registered owner who is listed first on the application. See form HSMV 83140, page 3, I, for additional information.

Enter the Florida driver license number, Florida identification card number, or federal employer identification number of the owner and co-owner (when applicable) in the space(s) provided on the application. A driver's license number is not required for vehicles not owned by a natural person. The applicant(s) must provide proof of his/her identity (driver license, identification card, etc.), including proof of identity for any individual signing as an authorized agent for a company/business, when applicable.

The vehicle identification number (VIN) on all used vehicles brought in from out-of-state must be physically verified. The VIN verification section (#8) on the form HSMV 82040 must be completed.

The application for title must be accompanied by acceptable proof of ownership. For acceptable proofs, see item 16 on the enclosed form 83140, License Plate Rate Chart. Proof of ownership must be in the name of the applicant or properly assigned to the applicant. The original proof of ownership will be retained.

License plates for private passenger cars and lightweight trucks (under 5000 pounds) are transferable to similar and lesser weight vehicles without additional tax or transfer fee. See form HSMV 83140, page 4, for the calculation of fees.

Florida sales tax on the purchase price of the vehicle may be due. Use the enclosed form 83140 (see page 3, IV) to determine the sales tax due. Any declaration and/or exemption regarding sales tax on a vehicle must be recorded on the reverse side of the form HSMV 82040. An exemption from the payment of sales tax may apply when a member of the United States military, who is a permanent Florida resident, stationed outside Florida, purchases a motor vehicle or vessel outside of Florida and titles and registers the motor vehicle or vessel in Florida. The military member must provide an affidavit declaring this exemption. A sample affidavit is enclosed for your convenience.

In addition to Florida sales tax, there may be a discretionary sales surtax imposed by the county to a resident of that county. The discretionary sales surtax is based on the first \$5,000 of the purchase price. Refer to the enclosed material for participating counties. The maximum total sales tax and discretionary sales surtax to be collected on a vessel is \$18,000.

When applying for registration, proof of Personal Injury Protection (PIP) insurance and Liability insurance is required. You may complete and submit the enclosed form HSMV 83330 or submit a copy of your Florida insurance identification card, policy, or binder. Note that Florida military members stationed outside of Florida who are exempt from providing proof of Florida insurance should refer to the enclosed "Military Insurance Exemption Information."

Your application and required documentation must be submitted to the Florida tax collector's office in your county of residence. For additional information, contact the tax collector's office (list of offices enclosed) or call the Customer Service Center at (850 617-2000). You may also visit the department's website at <http://www.flhsmv.gov/>.

Enclosures