

Motor Vehicle Procedure Manual
Registration
Voluntary Trust Fund Fees

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Legal Authority:

Voluntary trust fund fees are earmarked to a specific trust fund and distributed accordingly. [Section 320.02, s. 320.08047, and s. 328.72](#), Florida Statutes, provide for a voluntary contribution that may be paid during a motor vehicle registration transaction:

- A. Section 320.02(8), Florida Statutes, Non-game Wildlife Trust Fund
- B. Section 320.02(8), Florida Statutes, Highway Safety Operating Trust Fund
- C. Section 320.02(14), Florida Statutes, Transportation Disadvantaged Trust Fund
- D. Section 320.02 (16)(a), Florida Statutes, Prevent Blindness Florida Trust Fund
- E. Section 320.02(16) (b), Florida Statutes, Florida Mothers Against Drunk Driving, Inc.
- F. Section 320.02(16) (c), Florida Statutes, Southeastern Guide Dogs, Inc.

- G. Section 320.02(16)(d), Florida Statutes, Florida Heart Research Institute (Stop Heart Disease)
- H. Section 320.02(16) (e), Florida Statutes, Children’s Hearing Help Fund.
- I. Section 320.02(16)(f), Florida Statutes, Operations and Maintenance Trust Fund
- J. Section 320.02(16)(g), Florida Statutes, Family First
- K. Section 320.02(16) (h), Florida Statutes, Florida Sheriffs Youth Ranches, Inc.
- L. Section 320.02(16) (l), Florida Statutes, Blind Babies and Blind Youth Services
- M. Section 320.02(16)(j), Florida Statutes, The Arc of Florida
- N. Section 320.02(16)(k), Florida Statutes, Ronald McDonald House
- O. Section 320.02(16)(l), Florida Statutes, the League Against Cancer/La Liga Contra el Cancer
- P. Section 320.02(16)(m), Florida Statutes, Prevent Child Sexual Abuse
- Q. Section 320.02(16)(n), Florida Statutes, Florida Network of Children’s Advocacy Centers, Inc. (Prevent Child Abuse)
- R. Section 320.02(16)(o), Florida Statutes, Florida Association of Food Banks (End Hunger)
- S. Section 320.02(16)(p), Florida Statutes, Autism Programs (Autism Services and Supports)
- T. Section 320.02(16)(q), Florida Statutes, Support Our Troops
- U. Section 320.02(16)(r), Florida Statutes, Take Stock in Children
- V. Section 320.02(16) (s), Florida Statutes, Aid the Homeless (Grants and Donations Trust Fund, Department of Children and Families, State Office on Homelessness).
- W. Section 320.02(16) (t), Florida Statutes, End Breast Cancer
- X. Section 320.02(16)(u), Childhood Cancer
- Y. Section 320.08047, Florida Statutes, Health Care Trust Fund
- Z. Section 328.72(11), Florida Statutes, Save the Manatee Trust Fund

AA. Section 328.72(16), Florida Statutes, Marine Resources Conservation Trust Fund

BB. Section 320.02(16)(v), Florida Statutes, Best Buddies International, Inc.

Description And Use:

This procedure provides information and instructions to assist employees of tax collectors, license plate agents and Florida Highway Safety and Motor Vehicles (FLHSMV) with voluntary trust funds, which a customer may contribute to when registering a motor vehicle or mobile home.

Voluntary Contributions:

- A. The registered owner or registrant may designate and contribute to one or more of the voluntary trust funds shown below. In addition to the amount specified for each fund, extra contributions may be donated and collected.
1. Non-game Wildlife -- \$1
 2. Child Safety Seat-- \$2
 3. Transportation Disadvantaged -- \$1
 4. Preserve Vision Florida (Previously Prevent Blindness Florida) -- \$1
 5. Mothers Against Drunk Driving – any amount
 6. Southeastern Guide Dogs, Inc. -- \$1
 7. Stop Heart Disease -- \$1
 8. Children’s Hearing Help Fund – \$1
 9. State Homes for Veterans -- \$1
 10. Family First -- \$1
 11. Florida Sheriffs Youth Ranches, Inc. -- \$1
 12. Blind Babies and Blind Youth Services (Florida Association of Agencies Serving the Blind, Inc.) -- \$1
 13. Persons with Developmental Disabilities (The Arc of Florida) -- \$1
 14. Ronald McDonald House (Ronald McDonald House Charities of Tampa Bay, Inc.) -- \$1
 15. League Against Cancer/La Liga Contra el Cancer (the League Against Cancer/La Liga Contra el Cancer) -- \$1
 16. Prevent Child Sexual Abuse (Lauren’s Kids, Inc.) -- \$1
 17. Prevent Child Abuse -- \$1
 18. End Hunger (Florida Association of Food Banks, Inc.) -- \$1
 19. 19. Autism Programs - Autism Services and Supports (Achievement and Rehabilitation Centers, Inc., Autism Services Fund) -- \$1
 20. Support Our Troops (Support Our Troops, Inc.) -- \$1
 21. Take Stock in Children (Take Stock in Children, Inc.) -- \$1
 22. Aid the Homeless (Aid the Homeless) -- \$ 1
 23. End Breast Cancer -- \$1

24. Childhood Cancer -- \$1 ([Exhibit A](#))
 25. Health Care Trust Fund --\$1
 - a. Renewal notices will still reflect Florida Organ and Tissue Donor Education and Procurement Trust Fund.
 26. Health Care Trust Fund --\$1
 - a. Renewal notices will still reflect Florida Organ and Tissue Donor Education and Procurement Trust Fund.
 27. Save the Manatee--\$2 or \$5
 - a. A customer who makes a voluntary contribution of \$5 or more will receive a sticker or emblem from the tax collector or license plate agency, which signifies support for the Save the Manatee Trust Fund.
 28. Marine Turtle Protection--\$5
 - a. A customer who makes a voluntary contribution of \$5 or more will receive a sticker or emblem from the tax collector or license plate agency, which signifies support for the Marine Turtle Protection Trust Fund.
- B. Customers may indicate their contribution choice verbally, by written correspondence, or by checking the appropriate block(s) on the renewal. Customers may contribute on all types of registration transactions and the miscellaneous revenue transaction. Any additional contributions must be from \$1 to \$999.

29. Best Buddies International, Inc. - \$1

The registration will show the total amount of contributions. See Exhibit A.

Distribution And Purpose of The Voluntary Contributions for Trust Funds:

A. Non-Game Wildlife Trust Fund:

The contribution shall be paid into the Non-Game Wildlife Trust Fund and distributed to Fish and Wildlife Conservation Commission for research, conservation, restoration and management of Florida birds and other wildlife not classified as game animals.

B. Highway Safety Operating Trust Fund:

The contribution shall be paid into the Highway Safety Operating Trust Fund to purchase child safety seats.

C. Transportation Disadvantaged Trust Fund:

The contribution must be transferred into the Transportation Disadvantaged Trust Fund and distributed to the Transportation Disadvantaged Commission within Department of Transportation to subsidize a portion of the transportation disadvantaged transportation costs.

D. Preserve Vision Florida Trust Fund:

The contribution shall be distributed to Prevent Blindness Florida, a not-for-profit organization, to prevent blindness and preserve the sight of the residents of this state.

E. Florida Mothers Against Drunk Driving, Inc.:

The contribution shall be distributed to Florida Mothers Against Drunk Driving, Inc.

F. Southeastern Guide Dogs, Inc.:

The contribution shall be distributed to Southeastern Guide Dogs, Inc., a non-profit organization, for breeding, raising, and training guide dogs for the blind.

G. Stop Heart Disease:

The contribution shall be distributed quarterly to the Florida Heart Research Institute Inc., for heart disease research, education, and prevention programs.

H. Children's Hearing Help Fund:

The contribution shall be distributed to the Children's Hearing Help Fund for the purposes provided by the fund.

I. Operations and Maintenance Trust Fund:

The contribution shall be distributed quarterly to the Operations and Maintenance Trust Fund for the purposes provided by the fund.

J. Family First:

The contribution shall be distributed each month to Family First, a non-profit organization.

K. Florida Sheriffs Youth Ranches, Inc.:

The contribution shall be distributed each month to Florida Sheriffs Youth Ranches, Inc., a not-for-profit organization.

L. Blind Babies and Blind Youth Services:

The contribution shall be distributed each month to the Florida Association of Agencies Serving the Blind, Inc., a not-for-profit organization.

M. Persons with Developmental Disabilities:

The contribution shall be distributed to The Arc of Florida for programs and services in this state for persons with developmental disabilities.

N. Ronald McDonald House:

The contribution shall be distributed each month to Ronald McDonald House Charities of Tampa Bay, Inc.

O. League Against Cancer/La Liga Contra el Cancer:

The contribution shall be distributed to the League Against Cancer/La Liga Contra el Cancer, a not-for-profit organization that provides free medical care to needy cancer patients. The department shall retain all contributions necessary, up to a maximum of \$10,000 to defray the cost of including the voluntary contribution language on the registration forms.

P. Prevent Child Sexual Abuse:

The contribution shall be distributed to Lauren's Kids, Inc., a not-for-profit corporation, to be used for the prevention of childhood sexual abuse.

Q. Prevent Child Abuse:

The contribution shall be distributed quarterly to Florida Network of Children's Advocacy Centers, Inc. to support network activities. The remainder shall be distributed equitably among the network members, as determined by the network's board of directors.

R. End Hunger (Florida Association of Food Banks, Inc.)

The contribution shall be distributed to Florida Association of Food Banks, Inc. to be used by that organization for the purpose of ending hunger in this state.

S. Autism Programs (Autism Services and Supports):

The contribution shall be distributed to Achievement and Rehabilitation Centers, Inc., Autism Services Fund.

T. Support Our Troops:

The contribution shall be distributed to Support Our Troops, Inc.

U. Take Stock in Children (Take Stock in Children, Inc.)

The contribution shall be distributed to Take Stock In Children, Inc.

V. Aid the Homeless:

The contribution shall be deposited into the Grants and Donations Trust Fund of the Department of Children and Families and used by the State Office on Homelessness to supplement grants made under Section 420.622(4) and (5), Florida Statutes, provide information to the public about homelessness in the state and literature for homeless persons seeking assistance.

W. End Breast Cancer:

The contribution shall be distributed to the Florida Breast Cancer Foundation.

X. Childhood Cancer:

The contribution shall be distributed to the Childhood Cancer Foundation.

Y. Health Care Trust Fund:

The contribution shall be deposited into the Health Care Trust Fund for organ and tissue donor education and maintaining the organ and tissue donor registry.

Z. Save the Manatee Trust Fund:

The contribution shall be deposited in the Save the Manatee Trust Fund for the purposes specified in Section 379.2431(2), Florida Statutes.

AA. Marine Turtle Protection:

The contribution shall be deposited in the Marine Resources Conservation Trust Fund for marine turtle protection, research, and recovery efforts pursuant to the provisions of Section 379.2431(1), Florida Statutes.

BB. Best Buddies International, Inc.:

The contribution shall be distributed monthly by the department to Best Buddies International Inc.

General Information

- A. All organizations receiving voluntary contributions must submit an annual audit to ensure they used the proceeds in accordance with law. Any organizations not subject to audit pursuant to [Section 215.97, Florida Statutes](#), shall annually attest that they used the proceeds in compliance with the law. This information must include interest earned from these fees and expenditures.

- B. 2018 Legislation, [Senate Bill 740](#) amending section 496.418, Florida Statutes, providing that each charitable organization, sponsor, professional fundraising consultant and professional solicitor that collects or takes control or possession of contributions made for a charitable purpose must:
 - 1) Keep records to permit accurate reporting and auditing as required by law,
 - 2) Not commingle contributions with noncharitable funds as specified in s. 496.415(19),
 - 3) Be able to account for the funds.

When expenditures are not properly documented and disclosed by records, there exists a rebuttable presumption that the charitable organization, sponsor, professional fundraising consultant or professional solicitor did not properly expend such funds. Noncharitable funds include any fund that are not used or intended to be used for the operation of the charity or for charitable purposes.

- C. Organizations are required to notify the department if the organization no longer exists.

- D. For any type of mail transaction, if the payment is more than the amount due, the customer may donate the additional amount to any of the voluntary trust funds by indicating so on the notice mailed in

EXHIBIT A

New Florida Registration

- INSTRUCTIONS FOR ATTACHING DECAL**
1. Clean area where new annual decal is to be affixed.
 2. Peel decal from this document.
 3. Affix decal in the upper right corner of license plate.



Mail To:
SAMPLE SAMPLE
 2900 NEIL KIRKMAN BLDG
 TALLAHASSEE, FL 32399-0001

IMPORTANT INFORMATION

SECTION 320.0605, Florida Statutes, requires this registration certificate or an official copy or a true copy of a rental or lease agreement issued for the motor vehicle described be in possession of the operator or carried in the vehicle while the vehicle is being used or operated on the highways or streets of this state.

SECTION 316.613, Florida Statutes, requires every operator of a motor vehicle transporting a child in a passenger car, van or pickup truck registered in this state and operated on the highways of this state, shall, if the child is 5 years of age or younger, provide for protection of the child by properly using a crash-tested, federally approved child restraint device. For children aged through 3 years, such restraint device must be a separate carrier or a vehicle manufacturer's integrated child seat, for children aged 4 through 5 years, a separate carrier or seat belt may be used.

SECTION 627.733, Florida Statutes, requires mandatory Florida No-Fault Insurance to be maintained continuously throughout the entire registration period; failure to maintain the required coverage could result in suspension of your driver license and registration.

Important note: If you cancel the insurance for this vehicle, immediately return the license plate from this registration to a Florida driver license or tax collector office or mail it to: Dept. of Highway Safety, Return Tags, 2900 Apalachee Parkway, Tallahassee, FL 32399. Surrendering the plate will prevent your driving privilege from being suspended.

FLORIDA VEHICLE REGISTRATION				TEST DOCUMENT	CO/AGY	68 / 70	T#	526448018	
PLATE	001MAA	DECAL	00096610	Expires	Midnight Fri 1/1/2016		B#	86526	
YR/MK	2009/PORS	BODY	2D	COLOR	BLU	Reg. Tax	31.10	Class Code	1
VIN	DECALPRINTTEST1	NET WT	2545	TITLE	99988866	Init. Reg.		Tax Months	
Plate Type	RGR					County Fee	3.00	Back Tax Mos	
DL/FEID	S514780800010					Mail Fee		Credit Class	
Date Issued	5/19/2015	Plate Issued	1/21/2009			Sales Tax		Credit Months	
						Voluntary Fees			
						Grand Total	34.10		

SAMPLE SAMPLE
 2900 NEIL KIRKMAN BLDG
 TALLAHASSEE, FL 32399-0001

IMPORTANT INFORMATION

1. The Florida license plate must remain with the registrant upon sale of vehicle.
2. The registration must be delivered to a Tax Collector or Tag Agent for transfer to a replacement vehicle.
3. Your registration must be updated to your new address within 20 days of moving.
4. Registration renewals are the responsibility of the registrant and shall occur during the 30-day period prior to the expiration date shown on this registration. Renewal notices are provided as a courtesy and are not required for renewal purposes.
5. I understand that my driver license and registrations will be suspended immediately if the insurer denies the insurance information submitted for this registration.

RGR - FLORIDA REGULAR

Revision(s) to this Procedure:

8/2/2023 Added new voluntary contribution

7/22/2018- Added 2018 Legislative requirements under IV. B., added Historical Revisions section and removed Notes as a heading. 7/1/2017 - Pursuant to HB 5205, changed references to State Homes for Veterans Trust Fund to Operations and Maintenance Trust Fund.