

Motor Vehicle Procedure Manual

Title and Lien

Application for Certificate of Title for a Motor Vehicle made with a Truck
Tractor Glider Kit

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Legal Authority

[Section 319.23](#), Florida Statutes, provides for the application and issuance of certificates of title for motor vehicles.

Description and Use

This procedure provides information and instructions to assist Tax Collector Employees, License Plate Agency Employees, and The Department of Highway Safety and Motor Vehicles in Processing Applications for a Certificate of Title to a Motor Vehicle made with a Glider Kit.

Special Instructions

- A. Glider kits consist of a cab, front axle, frame and accessories. The kits are placed on existing truck tractors or on truck tractors made from parts of several different truck tractors.
- B. Glider kits will be titled with the following information:
 - The "YR. (year)" will be the year shown on the Manufacturer's Certificate of Origin (MCO) or, if not shown, the year the certificate of title is being applied for.

- The "Make" will be the make shown on the Manufacturer's Certificate of Origin.
- The "Identification Number" will be the vehicle identification number shown on the Manufacturer's Certificate of Origin.
- The "Body" will be the body type shown on the Manufacturer's Certificate of Origin.
- The word "Glider Kit" will be shown on the face of the initial certificate of title and subsequent titles shall carry that brand forward for the life of the vehicle.
- The Glider kit will be titled as a used motor vehicle.

Documentation Required

To successfully issue a Florida Certificate of Title for a glider kit motor vehicle, the following documentation must be submitted to the tax collector's office to be screened for completeness and accuracy:

- A. When the glider kit is placed on a motor vehicle that is titled in Florida:
1. The Florida Certificate of Title (for the motor vehicle the glider kit was placed on) in the name of the applicant or completed for transfer to the applicant.

NOTE: If the certificate of title cannot be obtained, comply with instructions in DMS Procedure TL-07, II, A. Once the Florida Certificate of Title has been issued for the motor vehicle the glider kit was placed on, comply with III, A, 1-8 of this procedure.

NOTE: Florida Title needs to be cancelled, with the cancellation reason of “TA” and enter the wording “Glider Kit” in the comments field.

2. The Manufacturer's Certificate of Origin (MCO) for the glider kit accurately assigned from the manufacturer to the applicant.
3. A form [HSMV 82040](#), Application for Certificate of Title with/without Registration, or HSMV 82041, Application for Vehicle/Vessel Certificate of Title and/or Registration, accurately completed by the applicant.
4. A notarized/perjury clause affidavit stating the motor vehicle is road operable and listing all the repairs made to the motor vehicle.
5. The bills of sale or receipts with name, address, and signature of seller for all major component parts used that were not covered by the certificate of title or Manufacturer's Certificate of Origin for the glider kit. For motor vehicles manufactured prior to 1955, the bill of sale on the engine must state the engine number and the year of the engine. Major component parts are defined as:
 - a. The front end assembly (fender, hood, grill and bumper) or any single part of the front end assembly.

- b. The rear body section (both quarter panels, deck lid, bumper and floor pan) or any single part of the rear body section.
 - c. The door assemblies (a door panel with window and handles).
 - d. The engine (a machine that converts energy into mechanical motion; the source of power).
 - e. The transmission (an automotive assembly of gears and associated parts by which power is transmitted from the engine to a driving axle; a system of gears).
 - f. The frame (an open structure or rim encasing, holding or bordering).
 - g. The cowl assembly (fire wall) (the top portion of the front part of an automobile body, supporting the windshield and dashboard).
 - h. Airbag.
6. Florida sales tax or specify the sales tax information on an accurately completed form [HSMV 82040](#), Application for Certificate of Title with/without Registration, or form HSMV 82041, Application for Vehicle/Vessel Certificate of Title and/or Registration.
 7. The Florida license plate number transferred to or purchased for the motor vehicle or a non-use affidavit.
 8. Title fees.

B. When the glider kit is placed on a motor vehicle that is not titled in Florida:

1. The out-of-state proof of ownership (for the motor vehicle that the glider kit was placed on) in the name of the applicant or completed for transfer to the applicant.

NOTE: Verification of the VIN is not required for the motor vehicle that the glider kit was placed on as the motor vehicle is titled by the VIN number assigned by the manufacturer of the glider kit.

2. All documentation listed in section III, A, 2-8 of this procedure.

NOTE: If the out-of-state proof of ownership cannot be obtained, comply with instructions in DMS Procedure TL-07, II, A, 2, a-g. Once the Florida Certificate of Title has been issued for the motor vehicle that the glider kit was placed on, comply with section III, A, 1-8 of this procedure.

- C. When the glider kit is placed on a motor vehicle that was assembled using parts from several different trucks and there is no certificate of title:
1. All documentation listed in section III, A, 2-8 of this procedure.
 2. A notarized/perjury clause affidavit stating the motor vehicle, on which the glider kit was placed, was assembled from parts in stock and there is no certificate of title. This information may be included in the affidavit of repairs (see III, A, 4).

Miscellaneous Information

- A. A Florida Certificate of Title cannot be issued when a Salvage Unrebuildable Certificate of Title/Certificate of Destruction is submitted as proof of ownership. Motor vehicles with Salvage Unrebuildable Certificates of Title/Certificates of Destruction can only be used for parts or scrap.
- B. A "Glider Kit Check List" is attached to this procedure as Exhibit A.
- C. A graphic of a truck tractor glider kit is attached to this procedure as Exhibit B.
- D. Pictures of major component parts are attached to DMS Procedure [TL-37](#) as Exhibit C.
- E. See Forms Appendix for a sample of the [HSMV forms](#) referred to in this procedure.

Revision

Added the cancellation reason on page 2 for vehicle the glider kit was placed on. Added wording that shifted pages.

EXHIBIT A

GLIDER KIT CHECK LIST

FORMS

FLORIDA RECORD

OUT-OF-STATE RECORD/NO RECORD

_____ [HSMV 82040](#) or 82041

_____ [HSMV 82040](#) or 82041

_____ Florida Certificate of Title
for the motor vehicle (truck tractor)

_____ Out-of-state proof of ownership
for the motor vehicle (truck tractor)

or,

_____ If the motor vehicle (on which the
glider kit was placed) was
assembled from parts in stock and
there is no title:
An affidavit stating that fact.

_____ Manufacturer's Certificate of Origin for the glider kit.

_____ An affidavit stating the vehicle is road operable and listing all repairs made to the
vehicle.

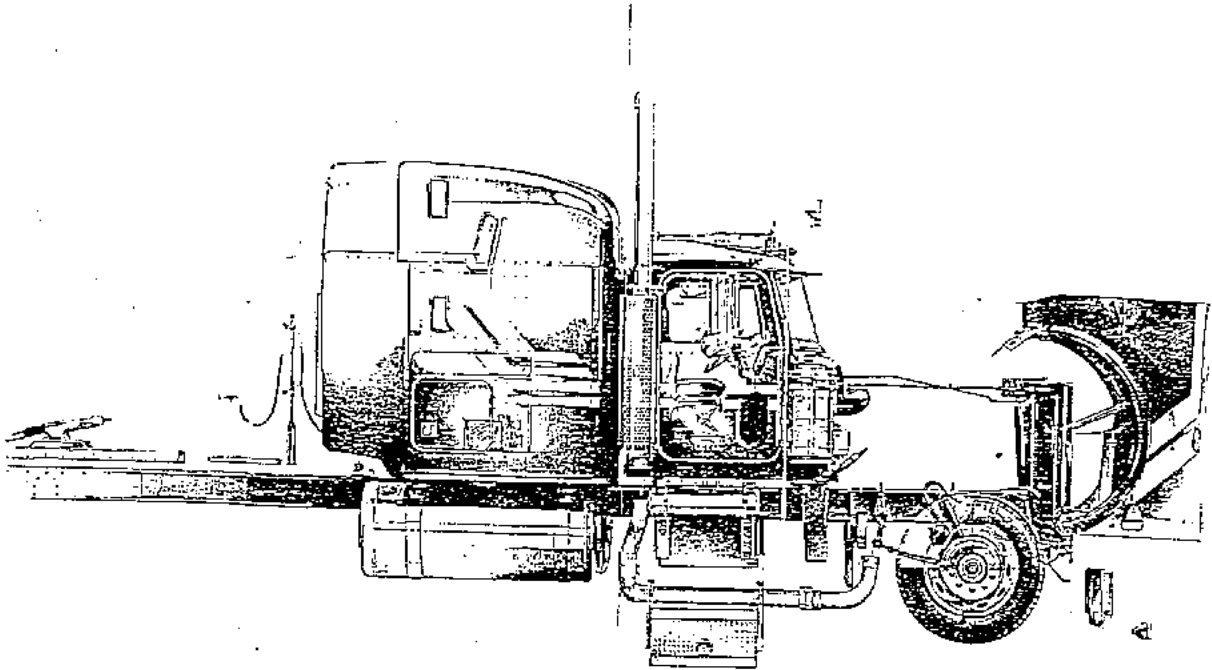
_____ Bill(s) of sale or receipt(s) for all major component parts.

_____ Florida sales tax or specify sales tax information on form [HSMV 82040](#) or 82041.

_____ Florida license plate number or non-use affidavit.

_____ Title fees.

EXHIBIT B



TL-42