

Motor Vehicle Procedure Manual

Title and Lien

Application for a Certificate of Title Involving a Change of Motor-on-Motor Vehicles
Manufactured Prior to 1955

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Legal Authority

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

GENERAL INFORMATION:

If an out of-state-title is submitted showing the vehicle identification number (VIN) instead of the motor number, the vehicle will be titled displaying the VIN number. Refer to DMS Procedure TL-10 for titling information.

If an out-of-state title is submitted showing a motor number and the motor is being replaced, see III, C of this procedure for further instructions.

Description And Use

This procedure is provided to assist tax collector employees, license plate agency employees, and Florida Highway Safety and Motor Vehicles (FLHSMV) in processing applications for certificates of title involving a change of motor on vehicles manufactured prior to 1955.

Documentation Required and Special Instructions:

Vehicles manufactured prior to 1955 are titled by the motor number.

The following documentation must be submitted to the tax collector's office:

- A. If the motor vehicle is titled in Florida and the owner on the face of the title has replaced the motor:
 - 1. The Florida Certificate of Title in the owner's name.
 - 2. Form [HSMV 82103, Affidavit for Change of Motor](#), accurately completed by the owner.
 - 3. A bill of sale or receipt for the replacement motor showing the year, make and motor number. The bill of sale or receipt must have the name, address, and signature of the seller and does not require notarization.
 - 4. Lien satisfaction(s), if applicable.
 - 5. Title fees.

NOTE: If the replacement motor was manufactured prior to 1955, the certificate of title must show the replacement motor number. If the replacement motor was manufactured 1955 or after, an "FLA" vehicle identification number decal will be assigned and attached to the motor vehicle. The certificate of title will be issued showing the assigned FLA number as the vehicle identification number, however, the year and make on the certificate of title will not change.

- B. If the motor vehicle is titled in Florida and the title is being transferred to a new purchaser who has replaced the motor, prior to processing their paperwork:
 - 1. The Florida Certificate of Title, accurately completed for transfer to the new purchaser.

2. A form [HSMV 82040 MV, Application for Certificate of Title with/without Vehicle Registration](#), accurately completed by the purchaser.
3. Form [HSMV 82103, Affidavit for Change of Motor](#), accurately completed by the purchaser.
4. A bill of sale or receipt for the replacement motor showing the year, make and motor number. The bill of sale or receipt must have the name, address, and signature of the seller and does not require notarization.
5. Lien satisfaction(s), for any lien(s), as shown on the motor vehicle records of this or any other state, if applicable.
6. Florida sales tax or specify sales tax exemption information on form [HSMV 82040 MV, Application for Certificate of Title with/without Registration](#).
7. The Florida license plate number transferred to or purchased for the vehicle or a non-use affidavit.
8. Title fees.

NOTE: If the replacement motor was manufactured prior to 1955, the certificate of title must show the replacement motor number. If the replacement motor was manufactured 1955 or after, an "FLA" vehicle identification number decal will be assigned and attached to the motor vehicle. The certificate of title will be issued showing the assigned FLA number as the vehicle identification number, however, the year and make on the certificate of title will not change.

- C. If the motor vehicle is titled out-of-state, the title shows the motor number instead of the vehicle identification number and the motor is being replaced:

1. The out-of-state proof of ownership.
- or,

Verification of title and lien status issued by the Division of Motorist Services (DMS) in the state where the motor vehicle was last registered. The verification must contain a description of the motor vehicle including year, make and vehicle identification number. Verification may be ONE of the following:

- a. A computer-generated printout from the out-of-state motor vehicle division.
 - b. A letter on letterhead stationery from the out-of-state motor vehicle division.
 - c. A photocopy of the current out-of-state certificate of title.
 - d. A copy of the teletype printout or a statement which shows the ownership, lien status and the name of the law enforcement agency who provided the verification information.
2. A form [HSMV 82040 MV, Application for Certificate of Title with/without Vehicle Registration](#), accurately completed by the applicant.
 3. Form [HSMV 82042, Vehicle Identification Number and Odometer Verification Affidavit](#), accurately completed by the applicant(s) with the vehicle identification number and motor number verified by one of the four officials shown on the lower portion of the form.

Form [HSMV 82040 MV, Application for Certificate of Title with/without Registration](#), may be used in lieu of the above listed form.

or

An affidavit from the seller(s) and the purchaser(s) verifying that the vehicle identification number and motor number shown on the affidavit is identical to the vehicle identification number and motor number shown on the motor vehicle.

4. Form [HSMV 82103, Affidavit for Change of Motor](#), accurately completed by the applicant.

NOTE: If the out-of-state title was issued using the motor number (instead of the vehicle identification number) and that motor is being replaced, you must be able to determine that the vehicle the motor is being removed from is the same vehicle as shown on the title.

5. A bill of sale or receipt for the replacement motor showing the year, make and motor number. The bill of sale or receipt must have the name, address and signature of the seller and does not require notarization.
6. Lien satisfaction(s), for any liens, as shown on the motor vehicle records of this or any other state, if applicable.
7. Florida sales tax or specify sales tax exemption information on form [HSMV 82040 MV, Application for Certificate of Title with/without Registration](#).
8. The Florida license plate number transferred to or purchased for the vehicle, or a non-use affidavit.
9. Title fees.

NOTE: If the replacement motor was manufactured prior to 1955, the certificate of title must show the replacement motor number. If the replacement motor was manufactured 1955 or after, an "FLA" vehicle identification number decal will be assigned and attached to the motor vehicle. The certificate of title will be issued showing the assigned FLA number as the vehicle identification number, however, the year and make on the certificate of title will not change.

Miscellaneous Information

- A. If an out-of-state title is submitted showing the vehicle identification number (VIN) instead of the motor number, the vehicle will be titled showing the VIN number. Refer to DMS Procedure TL-10 for titling information.
- B. A documentation check list is attached to this procedure as Exhibit A.
- C. See Forms Appendix for a sample of the [HSMV form 82103, Affidavit for Change of Motor](#), referred to in this procedure.

Revision(s)

09/18/23 Biannual Review

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Effective Date: Immediately

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Change of Motor on Vehicles Manufactured Prior to 1955

FORMS

Florida Record

_____ Florida Certificate
of Title

_____ [HSMV 82040 MV](#)

_____ [HSMV 82103](#)

Out-Of-State Record (Changing Motor)

_____ Out-of-State proof of ownership

or,

_____ Verification of Title/Lien status

_____ [HSMV 82040 MV](#)

_____ [HSMV 82042](#), or the VIN
verification section (for the
VIN and motor) on form [HSMV
82040 MV](#)

_____ [HSMV 82103](#)

_____ Bill of sale or receipt for the replacement motor, showing the year, make and
motor number.

_____ Lien satisfaction(s), if applicable.

_____ Florida Sales Tax or specify sales tax exemption information on the form [HSMV 82040 MV](#)

_____ License plate number or non-use affidavit, if applicable.

_____ Title fees.