

Motor Vehicle Procedure Manual

Vessel and Title

Application for Certificate of Title for Federally Donated State Surplus Vessel

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Legal Authority

[Chapter 328, Florida Statutes](#), provides for the issuance of certificates of title on previously titled vessels in Florida or in a foreign state. Vessels owned by the federal government that have been donated to the state of Florida, and sold as surplus property by the state, are to be titled to the purchaser under the provisions of that chapter.

Description and Use

This procedure provides information and instructions to assist tax collector's, license plate agents and the Florida Department of Highway Safety and Motor Vehicles (FLHSMV) in establishing requirements to properly issue a certificate of title for federally donated state surplus vessels.

Documentation Required and Special Instructions

- A. The following documentation must be submitted to a Tax Collector's office to apply for a Florida Certificate of Title:
1. Standard Form 97, US Government Certificate of Release (US Government Bill of Sale), which contains a description of the vessel including the make, year, and vessel hull identification number (HIN) which we be written into the vehicle identification number (VIN) on the US Government Certificate of Release. The Standard Form 97 serves as the federal government's only proof of ownership and a bill of sale from the Bureau of Federal Property Assistance, Department of Management Services, to the city, county, state agency or individual that purchased the vessel. Or,
 2. "Certificate to Obtain Title to a Vehicle," form LLO 1/97, which contains a description of the vessel including the year, make and vessel hull identification number, transferred to the city, county, state agency or individual that purchased the vessel.
 3. [Application for Certificate of Title of Vessel Title - HSMV 82040 VS](#), accurately completed by the purchaser(s).
 4. Florida sales tax or specify the sales tax information on an accurately completed form [Application for Certificate of Title of Vessel Title - HSMV 82040 VS](#).

5. The Florida registration number transferred to, or issued for, the vessel or a non-use affidavit.
6. Title fees.

Miscellaneous Information

1. When an application for a Certificate of Title is received and Standard Form 97, US Government Certificate of Release of a Motor Vehicle (US Government Bill of Sale) is used as proof of ownership, the Division of Motorist Services database should be checked by the vessel hull identification number (HIN) for a Florida record.

If there is a Florida record, the Certificate of Title number found on the database must be used on the current application. If there is no record on the database, the Certificate of Title number assigned by the motor vehicle issuance system at the Tax Collector's office must be used.

2. Standard Form 97 is considered the equivalent of a certificate of title or Manufacturer's Certificate of Origin (MCO). If a dealer purchases a vessel at a U.S. Government sale, and is issued a Standard Form 97, the dealer does not have to take title to the vessel. A Standard Form 97 can be reassigned from dealer to dealer until it is purchased by an individual using form [Application for Motor Vehicle Dealer Title Reassignment Supplement – HSMV 82994](#) until it is purchased by an individual.
3. A "Certificate to Obtain Title to a Vehicle," form LLO 1/97, was created by the Bureau of Federal Property Assistance, Florida Department of Management Services. This form was developed because Standard Form 97 is very difficult to obtain from some federal agencies. This caused our customers great difficulty when trying to obtain title to US Government vessel. When the "Certificate to Obtain Title to a Vehicle" is submitted, Standard Form 97 and the Bill of Sale from the Bureau of Federal Property Assistance is not required.
4. A documentation check list is attached to this procedure as [Exhibit A](#).

5. A sample Standard Form 97 is attached to this procedure as [Exhibit B](#).
 - The Certificate to Obtain Title to a Vehicle is emailed to the customers “donees”, no hard copies are mailed.
6. A bill of sale (affidavit), from the Bureau of Federal Property Assistance is attached to this procedure as [Exhibit C](#).
7. A sample form LLO 1/97, "Certificate to Obtain Title to a Vehicle," is attached as [Exhibit D](#).

List of Exhibits

1. Federally Donated State Surplus Vessel Check List
2. Sample - The United States Government Certificate to Obtain Title to a Vehicle
3. Affidavit Transfer of Vessel
4. Sample - The Florida Bureau of Federal Property Assistance Certificate to Obtain Title to a Vehicle

Revision (s) to Procedure

10/25- Biennial Review Conducted.

Federally Donated State Surplus Vessel Check List

Forms

_____ [Application for Certificate of Title of Vessel Title - HSMV 82040 VS.](#)

_____ Standard Form 97, US Government Certificate of Release of a Vessel (US Government Bill of Sale).

_____ Bill of sale from the Florida Department of Management Services, Bureau of Federal Property Assistance, to purchaser.

or,

_____ Certificate to Obtain Title to a Vehicle, form LLO 1/97.

_____ Florida sales tax or specify sales tax information on form [Application for Certificate of Title of Vessel Title - HSMV 82040 VS.](#)

_____ Florida registration number, or a non-use affidavit.

_____ Title fees.

EXHIBIT B

The United States Government

Certificate to Obtain Title to a Vehicle

(Must Be Machine Prepared. See Instructions on reverse.) ☐ Duplicate If Checked

The undersigned Department or Agency of the United States Government certifies that the vehicle described herein, the property of the United States Government, has been transferred this 2nd day of August 19 99, to the Transferee designated herein; and that this is the first transfer of such vehicle in ordinary trade and commerce subsequent to acquisition thereof by the United States Government.

Vehicle Identification No. XXXXXXXXXXXX		Certificate No. [REDACTED]	
Year 1988	Make of Vehicle CHEVROLET	Series or Model SLT PLUS	Body Style PICKUP TRUCK
Fuel GAS	No. of Cylinders 02	Weight (Lbs.) [REDACTED]	Gross Weight [REDACTED]
Transferor [REDACTED]		Purchase Price \$ 6,500	
Department of Highway Safety 2900 Apalachee Parkway Tallahassee, FL 32399-0500			

Odometer Disclosure Statement

Federal Law (and State law, if applicable) requires that you state the mileage upon transfer of ownership; failure to complete or providing a false statement may result in fines and/or imprisonment.

6SA, F555, (426PG) _____ state that

the odometer now reads _____ miles and to the best of my knowledge that it reflects the actual mileage of the vehicle described above, unless one of the following statements is checked.

☐ (1) I hereby certify that to the best of my knowledge the odometer reading reflects the amount of mileage in excess of its mechanical limits.

☒ (2) I hereby certify that the odometer reading is not the actual mileage:

WARNING-ODOMETER DISCREPANCY.

Transferor Signature [REDACTED]	Transferee Signature [REDACTED]	Date [REDACTED]
Transferor Title [REDACTED]	Transferee Title [REDACTED]	Date [REDACTED]

A714437

ANY ALTERATION OR ERASURE
VOIDS THIS CERTIFICATE

(Model) (year) (VIN)
 (Transferor) (date) (signature) (date)
 (Transferee) (date) (signature) (date)

**Affidavit
Transfer of Vessel**

Personally appeared before me and known personally to me, Sybil M. Dempsey, Department of Management Services, Bureau of Federal Property Assistance, Route 4, Box 1515, Starke, Florida, who being duly sworn, deposes and says that on the _____ day of _____, 2025, the following vessel was donated:

Make: _____

Hull Identification (Serial) Number (HIN): _____

Y.O.M.: _____ to _____.

Further states that there are no liens or encumbrances on the said vessel except as listed: N/A.

The Standard Form 97 received from: _____

_____ certified that this is the first transfer of such vessel in ordinary trade and commerce after acquisition thereof by the United States Government.

Authorized Representative for the Bureau of Federal Property Assistance

Personally known to me and sworn to and subscribed before me
at Starke, Florida, County of Bradford
this _____ day of _____ 20____.

(Notary Public)

Commission Expires: _____

	Department of Management Services, Bureau of Federal Property Assistance THE FLORIDA BUREAU OF FEDERAL PROPERTY ASSISTANCE CERTIFICATE TO OBTAIN TITLE TO A VEHICLE			
	State Serial # _____		Certificate # _____	
	The undersigned agency certifies that the motor vehicle described herein the property of the United States Government, has been transferred this _____ day of _____, 19____ to the transferee designated herein; and that this is the first transfer of such vehicle in ordinary trade and commerce subsequent to acquisition thereof by the United States Government. This certificate and bill of sale are to be presented to the Florida Department of Highway Safety and Motor Vehicles for registration and/or license.			
Make of Vehicle	Year	Model	Serial (VIN)	
Type of Vehicle			Body Style	
No. of Doors	Fuel	Weight	G.V.W.P.	Purchase Price

Odometer Disclosure Statement

Federal/State law requires you state the mileage upon transfer of ownership. Failure to complete this statement or providing a false statement may result in fines and/or imprisonment.

The Florida Bureau of Federal Property Assistance, acting as the Florida State Agency for Federal Surplus Property, states that the odometer now reads _____ (no tenths) miles and, to the best of its knowledge, reflects the actual mileage of the vehicle described above, unless one of the following statements is checked.

_____ (1) I hereby certify that to the best of my knowledge the odometer reading reflects the amount of mileage in excess of its mechanical limits.

_____ (2) I hereby certify that the odometer reading is NOT the actual mileage: WARNING - ODOMETER DISCREPANCY

★★★ Transferor - Seller; Transferee - Buyer ★★★

Transferor - Print Name Florida Bureau of Federal Property Assistance			
Mailing Address 810-A Lake Bradford Rd.	City Tallahassee	State Florida	Zip 32304
Signature of Official		Date of Statement	
Typed Name of Signer		Title	

Transferee's (Owner's) Signature			
Transferee's Name - Correct Print			
Street Address	City	State	Zip

ANY ALTERATION OR ERASURE VOIDS THIS CERTIFICATE

LLO 1/87