

APPLICATION FOR CERTIFICATE OF TITLE WITH/WITHOUT REGISTRATION

APPLICATION TYPE: ORIGINAL TRANSFER **VEHICLE TYPE:** OFF-HIGHWAY VEHICLE MOTOR VEHICLE MOBILE HOME VESSEL

1	OWNER / APPLICANT INFORMATION														
Customer Number			Owner Are you a Florida resident? <input type="checkbox"/> yes <input type="checkbox"/> no Are you an alien? <input type="checkbox"/> yes <input type="checkbox"/> no				Co-Owner Are you a Florida resident? <input type="checkbox"/> yes <input type="checkbox"/> no Are you an alien? <input type="checkbox"/> yes <input type="checkbox"/> no		Unit Number		Fleet Number				
<input type="checkbox"/> OR <input type="checkbox"/> AND NOTE: When joint ownership, please indicate if "or" or "and" is to be shown on title when issued. If neither box is checked, the title will be issued with "and." If applicable: <input type="checkbox"/> Life Estate/Remainder Person <input type="checkbox"/> Tenancy By the Entirety <input type="checkbox"/> With Rights of Survivorship Owner's County of Residence: _____															
Owner's Name As It Appears on Driver License (First Name, Full Middle/Maiden Name, Last Name)					Date of Birth		Sex		FL Driver License or FEID/Suffix Number						
Co-Owner's Name As It Appears on Driver License (First Name, Full Middle/Maiden Name, Last Name)					Date of Birth		Sex		FL Driver License or FEID/Suffix Number						
Lessee's First Name, Full Middle/Maiden Name, Last Name					Date of Birth		Sex		FL Driver License or FEID/Suffix Number						
Owner's Mailing Address(Mandatory)					City			State		Zip					
Co-Owner's or Lessee's Mailing Address (Mandatory)					City			State		Zip					
Owner's or Lessee's Physical Street Address in Florida (Mandatory)					City			State		Zip					
Physical Address of Mobile Home (if applicable) Check if in a mobile home rental park with 10 or more lots. <input type="checkbox"/>					City			State		Zip					
Mail To Customer Name (If different From Above Owner)					Date of Birth		Sex		FL Driver License or FEID/Suffix Number						
Mail To Customer Address (If different From Above Mailing Address)					City			State		Zip					
2	MOTOR VEHICLE, MOBILE HOME OR VESSEL DESCRIPTION														
Vehicle/Vessel Identification Number				Make/Manufacturer		Year	Body	Color		Florida Title Number					
Previous State of Issue	License Plate or Vessel Registration Number			Weight	Length Ft. In.	BHP/CC	GVW/LOC		VAN USE, IF APPLICABLE <input type="checkbox"/> PASSENGER <input type="checkbox"/> OTHER						
TYPE <input type="checkbox"/> Open Motorboat <input type="checkbox"/> Houseboat <input type="checkbox"/> Personal Watercraft <input type="checkbox"/> Cabin Motorboat <input type="checkbox"/> Pontoon <input type="checkbox"/> Canoe <input type="checkbox"/> Auxiliary Sailboat <input type="checkbox"/> Airboat <input type="checkbox"/> Other _____ <input type="checkbox"/> Inflatable <input type="checkbox"/> Sailboat <i>Specify</i>			HULL MATERIAL <input type="checkbox"/> Wood <input type="checkbox"/> Aluminum <input type="checkbox"/> Fiberglass <input type="checkbox"/> Steel <input type="checkbox"/> Wood/Fiberglass <input type="checkbox"/> Other _____ <i>Specify</i>			PROPULSION <input type="checkbox"/> Outboard <input type="checkbox"/> Sail <input type="checkbox"/> Inboard <input type="checkbox"/> Air Propelled <input type="checkbox"/> Inboard/Outboard <input type="checkbox"/> Other _____ <i>Specify</i>			FUEL <input type="checkbox"/> Gas <input type="checkbox"/> Diesel <input type="checkbox"/> Electric <input type="checkbox"/> Other _____ <i>Specify</i>		*DRAFT OF VESSEL (The depth of water a vessel draws) FT. _____ IN. _____ *For all vessels 26' or more in length and all sailboats				
<input type="checkbox"/> Recreational (Pleasure) <input type="checkbox"/> Commercial Blue Crab <input type="checkbox"/> Dealer/Manuf. <input type="checkbox"/> Commercial Fish <input type="checkbox"/> Commercial Live Bait <input type="checkbox"/> Exempt <input type="checkbox"/> Hire (Livery) <input type="checkbox"/> Commercial Mackerel			USE OF VESSEL <input type="checkbox"/> Commercial Stone Crab <input type="checkbox"/> Government <input type="checkbox"/> Commercial Shrimp Recip. <input type="checkbox"/> Commercial Charter <input type="checkbox"/> Commercial Shrimp Non-Recip. <input type="checkbox"/> Commercial Oyster <input type="checkbox"/> Commercial Spiney Lobster			PREVIOUS OUT-OF-STATE REGISTRATION NUMBER: _____									
Previously Federally Documented Vessel, Attach Copy of: <input type="checkbox"/> U.S. Coast Guard Release From Documentation Form; or <input type="checkbox"/> Copy of Canceled Documentation Papers							State of Principal Use								
3	BRANDS, USAGE AND TYPE (Check Applicable Boxes)														
<input type="checkbox"/> SHORT TERM LEASE		<input type="checkbox"/> LONG TERM LEASE		<input type="checkbox"/> REBUILT		<input type="checkbox"/> POLICE VEHICLE		<input type="checkbox"/> PRIVATE USE		<input type="checkbox"/> TAXI CAB		<input type="checkbox"/> FLOOD VEHICLE		<input type="checkbox"/> ILEV VEHICLE	
<input type="checkbox"/> ASSEMBLED FROM PARTS		<input type="checkbox"/> REPLICA		<input type="checkbox"/> KIT CAR		<input type="checkbox"/> GLIDER KIT		<input type="checkbox"/> MANUFACTURER'S BUY BACK						<input type="checkbox"/> ELECTRIC VEHICLE	
4	LIENHOLDER INFORMATION														
CHECK IF ELT CUSTOMER <input type="checkbox"/>	<input type="checkbox"/> FEID #	<input type="checkbox"/> DL # and Sex and Date of Birth			<input type="checkbox"/> DMV Account #		Date of Lien		Lienholder's Name						
Lienholder's Address					City			State		Zip					
<input type="checkbox"/>	If Lienholder authorizes the Department to send the motor vehicle or mobile home title to the owner, check box and countersign: _____ (Does not apply to vessels). If box is not checked, title will be mailed to the first lienholder. (Signature of Lienholder's Representative)														
5	TRANSFER TYPE														
IF OWNERSHIP HAS TRANSFERRED, HOW AND WHEN WAS THE VEHICLE, MOBILE HOME, OR VESSEL ACQUIRED?															
<input type="checkbox"/> SALE	<input type="checkbox"/> GIFT	<input type="checkbox"/> REPOSSESSION	<input type="checkbox"/> COURT ORDER	<input type="checkbox"/> OTHER (SPECIFY) _____	DATE ACQUIRED ____/____/____										
6	ODOMETER DECLARATION														
WARNING: Federal and State law requires that you state the mileage in connection with an application for a Certificate of Title. Failure to complete or providing a false statement may result in fines or imprisonment.															
I STATE THAT THIS MOTOR VEHICLE'S <input type="checkbox"/> 5 DIGIT OR <input type="checkbox"/> 6 DIGIT ODOMETER NOW READS _____, _____, .XX (NO TENTHS) MILES, DATE READ ____/____/____, AND TO THE BEST OF MY KNOWLEDGE THAT IT REFLECTS THE <u>ACTUAL MILEAGE</u> OF THE VEHICLE DESCRIBED IN THIS DOCUMENT, <u>UNLESS ONE OF THE FOLLOWING IS CHECKED:</u>															
CAUTION: DO NOT CHECK <input type="checkbox"/> 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.															
IF ACTUAL MILEAGE <input type="checkbox"/> 2. I HEREBY CERTIFY THAT THE ODOMETER READING IS NOT THE ACTUAL MILEAGE. WARNING -- ODOMETER DISCREPANCY															
7	DEALER SALES TAX REPORT AND VEHICLE TRADE IN INFORMATION (IF APPLICABLE)														
FLORIDA SALES TAX REGISTRATION NUMBER			DATE OF SALE		DEALER LICENSE NUMBER			AMOUNT OF TAX		DEALER / AGENT SIGNATURE					
YEAR OF TRADE IN		MAKE OF TRADE IN			TITLE NUMBER OF TRADE IN (IF KNOWN)			VEHICLE IDENTIFICATION NUMBER OF TRADE IN							

8 MOTOR VEHICLE IDENTIFICATION NUMBER VERIFICATION

THIS SECTION REQUIRES A PHYSICAL INSPECTION AND A VERIFICATION OF THE VEHICLE IDENTIFICATION NUMBER (VIN) (OR THE MOTOR NUMBER FOR MOTOR VEHICLES MANUFACTURED PRIOR TO 1955) OF THE MOTOR VEHICLE DESCRIBED ON THIS FORM BY A LICENSED DEALER, FLORIDA NOTARY PUBLIC, POLICE OFFICER, OR FLORIDA DIVISION OF MOTOR VEHICLES EMPLOYEE OR TAX COLLECTOR EMPLOYEE. IF THE VIN IS VERIFIED BY AN OUT OF STATE MOTOR VEHICLE DEALER, THE VERIFICATION MUST BE SUBMITTED ON THEIR LETTERHEAD STATIONERY. COMPLETE THIS SECTION ON ALL USED MOTOR VEHICLES, INCLUDING TRAILERS, (WITH ABBREVIATION OF "TL" WITH A WEIGHT OF 2,000 POUNDS OR MORE) NOT CURRENTLY TITLED IN FLORIDA.

I, the undersigned, certify that I have physically inspected the above described vehicle and find the vehicle identification number to be: _____ (Vehicle Identification Number)

DATE SIGNATURE PRINTED NAME

Law Enforcement Officer or Florida Dealer's Name Badge # or Florida Dealer # Notary Stamp or Seal

FL DMV/Tax Collector Employee Florida Compliance Examiner/Inspector Badge or ID Number

COMMISSIONED NAME OF FLORIDA NOTARY: NOTARY'S SIGNATURE (Print, Type or Stamp)

9 SALES TAX EXEMPTION CERTIFICATION

THE PURCHASE OF A RECREATIONAL VEHICLE TO BE OFFERED FOR RENT AS LIVING ACCOMMODATIONS DOES NOT QUALIFY FOR EXEMPTION. I CERTIFY THE RECREATIONAL VEHICLE, MOBILE HOME OR VESSEL DESCRIBED HAS BEEN PURCHASED AND IS EXEMPT FROM THE SALES TAX IMPOSED BY CHAPTER 212, FLORIDA STATUTES, BY:

PURCHASER (STATE AGENCIES, COUNTIES, ETC.) HOLDS VALID EXEMPTION CERTIFICATE CONSUMER'S CERTIFICATE OF EXEMPTION NUMBER

MOTOR VEHICLE MOBILE HOME VESSEL WILL BE USED EXCLUSIVELY FOR RENTAL SALES TAX REGISTRATION NUMBER

I hereby certify that ownership of the motor vehicle, mobile home or vessel described on this application, is not subject to Florida Sales and Use Tax for the following reason: INHERITANCE GIFT

DIVORCE DECREE TRANSFER BETWEEN HUSBAND AND WIFE EVEN TRADE OR TRADE DOWN (State the facts of the even trade or trade down and the transferor information, including the transferor's name and address, below under "Other: Explain.")

OTHER: (EXPLAIN)

10 REPOSSESSION DECLARATION

IF CHECKED, THE FOLLOWING CERTIFICATIONS ARE MADE BY THE APPLICANT:

- I CERTIFY THAT THIS MOTOR VEHICLE, MOBILE HOME OR VESSEL WAS REPOSSESSED UPON DEFAULT IN THE TERMS OF THE LIEN INSTRUMENT AND IS NOW IN MY POSSESSION. (VESSEL) A PHOTOCOPY OF THE LIEN INSTRUMENT FOR THE VESSEL IS REQUIRED AND ATTACHED. I AM REQUESTING THAT AN ORIGINAL CERTIFICATE OF REPOSSESSION BE ISSUED FOR THE MOTOR VEHICLE OR MOBILE HOME IN LIEU OF A TITLE (REPOSSESSION). I AM REQUESTING THAT A DUPLICATE CERTIFICATE OF REPOSSESSION BE ISSUED FOR THE MOTOR VEHICLE OR MOBILE HOME, AS THE ORIGINAL HAS BEEN LOST OR DESTROYED.

11 NON-USE AND OTHER CERTIFICATIONS

IF CHECKED, THE FOLLOWING CERTIFICATIONS ARE MADE BY THE APPLICANT:

- I CERTIFY THAT THE CERTIFICATE OF TITLE IS LOST OR DESTROYED. THE VEHICLE IDENTIFIED WILL NOT BE OPERATED ON THE STREETS AND HIGHWAYS OF THIS STATE UNTIL PROPERLY REGISTERED. THE VESSEL IDENTIFIED WILL NOT BE OPERATED ON THE WATERS OF THIS STATE UNTIL PROPERLY REGISTERED. OTHER: (EXPLAIN)

12 APPLICATION ATTESTMENT AND SIGNATURES

I/WI PHYSICALLY INSPECTED THE ODOMETER/VIN AND FURTHER AGREE TO DEFEND THE TITLE AGAINST ALL CLAIMS. (More than one form HSMV 82040 may be used for additional signatures.)

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING DOCUMENT AND THAT THE FACTS STATED IN IT ARE TRUE.

SIGNATURE OF APPLICANT (OWNER) Date SIGNATURE OF APPLICANT (CO-OWNER) Date

13 RELEASE OF SPOUSE OR HEIRS INTEREST

The undersigned person(s) state(s) as follows: That _____ (Name of Deceased) died on _____ (Date)

- testate (with a will) intestate (without a will) and left the surviving beneficiaries named below. When applicable, the heirs (named below) certify that the certificate of title is lost or destroyed.

Signature(s) of surviving spouse, co-owner and/or heirs. (More than one form HSMV 82040 may be used for additional signatures.)

UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING DOCUMENT AND THAT THE FACTS STATED IN IT ARE TRUE.

Print or Type Name of Spouse, Co-owner or Heir(s) Signature of Spouse, Co-Owner or Heir(s)

That at the time of death the decedent was owner of the motor vehicle, mobile home or vessel described in section 2 of this form. That the estate is not indebted and the assets of the estate, excluding this motor vehicle, mobile home or vessel are sufficient to pay all just claims and that no probate proceedings have been instituted upon the estate. That the person(s) signing above hereby releases all their right, title, interest and claim as heirs at law, legatees, devisee, or otherwise to the aforesaid motor vehicle, mobile home or vessel to:

Name of Applicant(s) (Print or Type)

RESIDENTS OF FLORIDA AND ALL VESSEL OWNERS, RESIDING IN FLORIDA OR OUT OF STATE, SHOULD SUBMIT THIS FORM AND ALL REQUIRED DOCUMENTATION TO A LOCAL FLORIDA TAX COLLECTOR'S OFFICE OR THE FLORIDA TAX COLLECTOR'S OFFICE LOCATED IN THE APPLICANT'S COUNTY OF RESIDENCE FOR PROCESSING.

Title and Registration Instructions

If your vehicle/boat is currently titled and registered in another state and you wish to title and register your vehicle/boat in the State of Florida you will need to submit the following to the Clay County Tag Agency. (Boats that are in Florida waters for 90 consecutive days or more than 183 days in a one year period, must register)

- ❑ Complete form HSMV 82040 front and back. This is your application for title and registration (license plates). Must include Florida street mailing address. You may apply in person at 477 Houston Street, Green Cove Springs or you may submit via the mail. Send to: Clay County Tag Agency, P.O. Box 218, Green Cove Springs, FL, 32043. Phone # 904-284-6320. All applicable fees should be included. The check should be made payable to: Clay County Tax Collector.
 - In Section 1 of Florida Vehicle Registration form HSMV 82040 it asks for you to provide a Florida Drivers License Number. If you do not have a Florida Drivers License then leave that field blank and submit a photocopy of your current State Drivers License.
- ❑ The original title. If held by a lienholder the title must be obtained from them. This can be done by providing the Tax Collector's office with the **Lienholder's Name, Address, Phone #, Fax #, Your Account # with the Lienholder and the year/make/VIN # of the vehicle.**

If this is a newly purchased vehicle or boat you will need to present along with your title paperwork a dealers invoice and manufacturers statement of origin. If this is private sale you will need a notarized bill of sale.

- ❑ Proof of required insurance coverage written or countersigned by a State of Florida agent. (Check with you Insurance Company) (Vehicles Only)
- ❑ Verification of the vehicle VIN number must be entered on the HSMV 82040 form in Section 8. This can be accomplished by any law enforcement Officer (does not have to be an Officer from the State of Florida) (Vehicles Only)
- ❑ If your vehicle or boat was purchased less than six months from the date of application you must submit proof of what sales/use tax was paid. If you paid less than the Florida sales/use tax rate then you will be required to pay the difference. In Clay County the tax rate is 7% for vehicles or boats less than \$5,000 and 6% + \$50 for a vehicle or boat over \$5,000.

If your vehicle/vessel was purchased beyond six months from the date of application there is no sales/use tax obligation.

If you have any questions you can contact the Clay County Tag Agency at 904-284-6320 or the Department of Highway Safety & Motor Vehicles at 850-922-9000.

Rules for Federally Documented Vessels

- Provide a copy of your Coast Guard Documentation Certificate
- Complete HSMV form 87244
- Provide verification that vessel was purchased 6 months prior to date of registration or if purchased vessel within 6 months of registration proof of sales/use tax paid must be provided. See rules above to determine if sales/use tax is due.