Have you purchased a Vehicle, Boat or Mobile Home in Florida?
Below are the required items to transfer ownership of a Florida Title.

**Note:** *Titles must be transferred within 30 days of the purchase date in order to avoid a late penalty!*

- **The Original Florida Title:** Both the buyer and seller must properly complete the “Transfer of Title by Seller” section on the title. It must include printed names and signatures of ALL buyer(s) and seller(s), odometer reading and date read, selling price and date of sale. (Both sellers are required to sign if names are joined by AND)

  **NOTE:** Cross-outs, white-out, alterations, or erasures may void the title and may require you to submit a Notarized or Perjury Clause Bill of Sale signed by the seller. This form can be obtained by accessing [https://www.flhsmv.gov/dmv/forms/BTR/82050.pdf](https://www.flhsmv.gov/dmv/forms/BTR/82050.pdf) or by visiting one of our offices (See next page for examples of Florida Titles).

- **Identification:** All new owners or purchasers* must be present with one of the following valid (unexpired) documents: (1) State-issued Driver License/ID Card (includes US Territories), (2) Passport from any country, or (3) Canadian Driver License/ID Card. If a new owner/purchaser cannot be present, consider using a Power Of Attorney, which can be obtained from our website or our office. You will be required to submit a copy of the absent individual’s identification along with the completed Power of Attorney form.

  "Businesses are required to submit documentation showing they are a valid business; typically, this can be done most easily with a printout from SunBiz ([http://ccfcorp.dos.state.fl.us/search.html](http://ccfcorp.dos.state.fl.us/search.html)). If the individual acting on behalf of the business is not listed as an officer, director, or registered agent on Sunbiz, they must also submit, on letterhead, a letter that authorizes them to act on behalf of the business."  

- **Proof of Current Florida Insurance***: The card, policy, certificate or binder (expires within 60 days) must state the insurance is a Florida Policy and be in the new owner’s name, listing the specific information for the vehicle you are titling and contain the Florida Insurance company code. Insurance cannot be expired or post-dated.

  *The Department of Highway Safety and Motor Vehicles does not require insurance for the following:
  - Boats
  - Off-Highway Vehicles
  - Trailers
  - Mobile Homes
  - Motorcycles

**Sales Tax:** You will be required to pay 6% state sales tax, if applicable. Plus, a discretionary sales tax rate based on the county in which you reside (*Charlotte County is 1% on the first $5000.00*).

- **Estimated Fees:**
  - Title transfer + new plate (1-12 month registration)……………………………..$380-$410
  - Title transfer + Transfer Current plate……………………………………………..$90-$120

  **Note:** Estimate does not include sales tax.
ODOMETER CERTIFICATION—Federal and state law require that you state the mileage in connection with the transfer of ownership. Failure to record or providing a false statement may result in fines and/or imprisonment.

This title is warranted to be true from any source except as noted on the face of this certificate and the motor vehicle or vessel described hereby transferred to:

Print purchaser(s) name(s)  Print street address

MILEAGE

Odometer Date

Do not mark boxes if mileage is actual

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

Signature of Purchaser
Signature of Co-Purchaser
Signature of Seller
Signature of Co-Seller

STATE OF FLORIDA

TRANSFER OF TITLE BY SELLER (This section must be completed at the time of sale.)

Federal and/or state law require that the seller state the mileage, purchaser’s name, selling price and date sold in connection with the transfer of ownership.

Failure to complete or providing a false statement may result in fines and/or imprisonment.

This title is warranted to be true from any source except as noted on the face of this certificate and the motor vehicle or vessel described hereby transferred to:

Print purchaser(s) name(s)  Print street address

Odometer Date

Seller Must Enter Date Sold  Purchase Date

MILEAGE

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

Signature of Seller
Signature of Co-Seller

STATE OF FLORIDA