

COMPLETING YOUR TITLE FOR TRANSFER



The image shows a sample Florida Certificate of Title form. Numbered callouts point to the following fields:

- 1: Registered Owner
- 2: Date of Issue
- 3: Lien Release
- 4: Signature of seller(s)
- 5: Printed name of seller(s)
- 6: Signature of purchaser(s)
- 7: Printed name of purchaser(s)
- 8: Lien Release
- 9: Additional Owners
- 10: Additional Lien
- 11: Date of Sale
- 12: Odometer Box
- 12a: Date of Sale

Note - If the title is currently being held electronically the seller is not required to produce a paper title. Buyer and seller can come in to any tax collector's office together, with valid photo ID, and complete a transfer of ownership. If the buyer and seller are not able to be at the office at the same time the seller must request a paper title be printed and complete the steps outlined in this document.

COMPLETED BY THE SELLER(S):

1. Print name of purchaser(s)
2. Address of purchaser(s)
3. Selling price (If a gift, enter the word "gift" or if it is a trade enter the word "trade.")
4. Enter the date the sale took place
5. Current odometer reading (Must be entered at the time of sale if vehicle is less than 10 years old or if over 10 years old and buyer wishes to have the mileage recorded.)
6. Enter the date the odometer was read (Must be entered at the time of sale if vehicle is less than 10 years old or if 10 years or older and buyer wishes to have the mileage recorded.)
7. ODOMETER BOX MUST BE CHECKED Check only one (Actual, In Excess, or Not Actual). If a "box" is not checked, the title transfer will not be processed and additional paperwork will be required.
8. Signature of seller(s) If owners names are connected by "and" all owners must sign.
9. Printed name of seller(s) If owners names are connected by "and" all owners must print their name.

COMPLETED BY THE PURCHASER(S):

10. Signature of purchaser(s) If your name is going on the title, you must sign.
11. Printed name of purchaser(s) Required for all buyers.

LIENHOLDER(S):

12. If there is a lienholder listed on the paper title, they will need to sign the lien release listed on the title (12a) or provide an original lien satisfaction. If the title is being transferred without the lien being released, we will need a signed statement from the lienholder on their letterhead as to why (Example: transfer of equity, name change, etc.).

Larry D. Hart
LEE COUNTY
Tax Collector

SOLD YOUR VEHICLE? PROTECT YOURSELF!

This information is provided to assist you in completing your title at the time you sell your motor vehicle, vehicle trailer, mobile home, or vessel.

A notification of sale must be made to the local tax collector office within 30 days. This does not apply to vehicles traded in to a licensed motor vehicle dealer.

Visit our official website at
www.leetc.com

OFFICE HOURS AND LOCATIONS

Monday - Friday 8:30 a.m. to 5:00 p.m.
Except holiday closings

Bonita Springs.....25987 S Tamiami Trl
Cape Coral.....1039 SE 9th Ave
Fort Myers.....2480 Thompson St
Lehigh Acres.....3114 Lee Blvd
North Fort Myers.....15201 N Cleveland Ave
South Fort Myers.....15680 Pine Ridge Rd

LIMITED SERVICE LOCATION

Monday - Friday 8:30 a.m. to 5:30 p.m.
Except holiday closings

Colonial Service Center2516 Colonial Blvd

Mailing Address: PO Box 1590
Fort Myers, FL 33902-1590

STATE OF FLORIDA
DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES - DIVISION OF MOTORIST SERVICES

SUBMIT THIS FORM TO YOUR LOCAL TAX COLLECTOR OFFICE

www.flhsmv.gov/offices/

**Notice of Sale and/or Bill of Sale for a Motor Vehicle,
Mobile Home, Off-Highway Vehicle or Vessel**

☐ Notice of Sale (Seller must complete sections 1 & 3). The purchaser's signature in section 3 is optional.

☐ Bill of Sale (Seller and purchaser must complete sections 1, 2 (when applicable) & 3).

1. Motor Vehicle, Mobile Home, Off- Highway or Vessel Description				
Year	Make/Manufacturer	Body Type	Model	Color
Certificate of Title Number		Vehicle/Vessel Identification Number		
I/we do hereby sell or have sold and delivered the above described motor vehicle, mobile home, off-highway vehicle or vessel to:				
Print Name(s) of Purchaser(s)				
Address		City	State	Zip Code
Date of Sale		Selling price \$		
2. Odometer Disclosure Statement (Required For a Motor Vehicle)				
Federal and State law requires that you state the mileage in connection with the transfer of ownership. Failure to complete or providing a false statement may result in fines and/or imprisonment.				
WE STATE THAT THIS MOTOR VEHICLE'S <input type="checkbox"/> 5 DIGIT OR <input type="checkbox"/> 6 DIGIT ODOMETER NOW READS <input type="text"/> <input type="text"/> <input type="text"/> , <input type="text"/> <input type="text"/> <input type="text"/> .xx				
(NO TENTHS) MILES, DATE READ ____/____/____, AND WE HEREBY CERTIFY THAT TO THE BEST OF OUR KNOWLEDGE THE ODOMETER READING:				
<input type="checkbox"/> 1. REFLECTS THE ACTUAL MILEAGE. <input type="checkbox"/> 2. IS IN EXCESS OF ITS MECHANICAL LIMITS. <input type="checkbox"/> 3. IS NOT THE ACTUAL MILEAGE.				
Affidavit (When applicable):				
3. Certification				
UNDER PENALTIES OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING DOCUMENT AND THAT THE FACTS STATED IN IT ARE TRUE.				
Seller's Signature		Seller's Printed Name		Date
Seller's Address		City	State	Zip Code
Co-Seller's Signature (when applicable)		Co-Seller's Printed Name (when applicable)		Date
Co-Seller's Address (when applicable)		City	State	Zip Code
Purchaser's Signature		Purchaser's Printed Name		Date
Co-Purchaser's Signature (when applicable)		Co-Purchaser's Printed name (when applicable)		Date

* OWNERSHIP STATUS FOR THE ABOVE DESCRIBED MOTOR VEHICLE, MOBILE HOME, OFF-HIGHWAY VEHICLE OR VESSEL WILL NOT CHANGE UNTIL THE PURCHASER APPLIES FOR AND IS ISSUED A CERTIFICATE OF TITLE.

Check your local phone book government pages or visit the following website for current mailing addresses: <http://www.flhsmv.gov/offices/>

HSMV 82050 (Rev. 06/11) S

For Driver Privacy Protection Act, visit
www.flhsmv.gov/ddl/dppainfo.html

PROTECT YOURSELF!

When you sell a vehicle, vehicle trailer, mobile home, or vessel, there is no guarantee that the person you sold it to will have the title transferred to their name. There is a possibility that the buyer may be using the vehicle you sold them while it is still in your name.

To protect yourself, you may file the attached HSMV form 82050, Notice of Sale. By filing this form we are able to mark the title record as SOLD. This may help prevent legal and civil liability issues for you, the seller.

In addition to filing this form, we suggest you keep a record of the following:

- An original bill of sale (must be notarized or contain the perjury clause)
- A copy of the title completed for transfer
- Documentation showing that you have traded your vehicle to a dealership
- Any other documentation that you may have from the sale

The ownership status will not change until the buyer applies for title in his/her name, however, the seller's license plate, vessel registration, or mobile home decal number that is associated with the title record will be removed.

In addition, if a vehicle is being sold and the valid registration is not being transferred to a replacement vehicle, the license plate must be surrendered to a tax collector's office prior to cancelling insurance. Failure to do so could result in the suspension of your driver license and the inability to renew registrations associated with your record.

REASONS YOUR TITLE TRANSFER AND/OR REGISTRATION COULD BE DECLINED:

- Odometer disclosure discrepancy, alteration or omission
- All applicants not present with proper identification
- Original Title or Manufacturer's Certificate of Origin not available
- No proof of current Florida insurance
- Missing/Altered information on the title