



Ken Burton Jr.

Innovating Better Ways to Serve

Post Office Box 25300
Bradenton, Florida 34206-5300
Phone: 941.741.4800
Monday – Friday, 9:00 - 4:30
taxcollector.com

Selling Your Vehicle, Boat or Mobile Home?

Florida Statute 319.22(2) (b) requires the owner/co-owner to complete a Notice of Sale and submit it to the State Division of Motor Vehicles within 30 days of selling a vehicle, boat or mobile home.

If you are unable to come into the office with the purchaser to transfer ownership of the title, completing the Notice of Sale may prevent legal issues if the title record is marked sold in the Division of Motor Vehicles database.

The Notice of Sale (original) may be mailed to the Division of Motor Vehicles at the following address:

Department of Highway and Safety and Motor Vehicles
Neil Kirkman Building
Tallahassee, FL 32399-0500

Please Note: Submitting the Notice of Sale by mail to the State Division of Motor Vehicles will only mark the title record as "sold" within the Division of Motor Vehicles database.

Surrender the Florida License Plate

If you have sold your motor vehicle, cancelled the Florida insurance and/or are not immediately transferring the Florida license plate to a different vehicle, it is recommended that you surrender the license plate by mail or in person to a local tax collector's office.

License plate(s) surrendered by mail must include a note indicating that you wish to cancel the Florida plate. If you no longer have the license plate, you need to complete an affidavit, located on our website taxcollector.com, and mail it to our office.

Instructions for completing the affidavit:

- Complete the vehicle information at the top of the form.
Mark the box that states "I would like to surrender/cancel plate # _____" (Fill in the license plate information).
Also mark the box that states "Check here if the plate is lost, destroyed or stolen. If found, the license plate will not be affixed to any motor vehicle".
Sign, print and date the affidavit.
Mail the affidavit to the location listed below.

Manatee County Tax Collector's Office
P.O. Box 25300
Bradenton, FL 34206-5300

Note: There is no fee to surrender a Florida license plate or mark your title sold. A receipt will not be mailed for a license plate surrendered by mail. You must visit an office to obtain a receipt for surrendering a license plate.

Not a Manatee County resident? Out-of-County residents can only be served at First Manatee South County Tag Agency, located at 5756 14th St W, Bradenton. You can contact that office at 941.782.6050 or visit autotagagency.net for more information.

The information in this document is believed to be correct and is subject to change and is not warranted.
SoldVehicle – Last Update: 02/18/2021

First Manatee
South County Tag Agency
5756 14th St. W.
Bradenton, FL 34207
Fax 941.213.4419

DeSoto
819 301 Blvd. W.
Bradenton, FL 34205
Fax 941.741.3585

Lakewood Ranch
6007 111th St. E.
Bradenton, FL 34211
Fax 941.751.8280

North River
4333 US 301 N.
Ellenton, FL 34222
Fax 941.721.2004

Note: The requirements listed above are the requirements of the Manatee County Tax Collector's office only. For requirements and instructions for the First Manatee South County Tag Agency, contact that agency at 941.782.6050.



Manatee County

Tax Collector

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COMPLETED FLORIDA TITLES

Below are two examples of accurately completed Florida titles (different versions).
(Alternative text for title image)

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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 5 DIGIT OR 6 DIGIT ODOMETER NOW READS , .xx
(NO TENTHS) MILES, DATE READ _____/_____/_____, AND WE HEREBY CERTIFY THAT TO THE BEST OF OUR KNOWLEDGE THE ODOMETER READING:

1. REFLECTS THE ACTUAL MILEAGE. 2. IS IN EXCESS OF ITS MECHANICAL LIMITS. 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/>