

Alternate Method to Contact an Owner of a Florida Vehicle, Boat or Mobile Home *(To Obtain a Florida Title)*

If you or the person/entity does not qualify to receive the private information of the current or legal owner, you may submit a request to the Division of Motorist Services (DMS) in Tallahassee to contact the owner of record on your behalf.

Please mail all documents as specified below via certified mail, return receipt requested to:

**Division of Motorist Services
Attn: Title and Registration Issuance
2900 Apalachee Pkwy, MS72
Tallahassee, FL 32399-0620**

The envelope must contain the following items:

1. A letter (written by you) requesting that the DMS forward the attached documents to the owner of record.
2. The properly completed Letter to Current Vehicle Owner.
3. The properly completed Request to Release Personal Information.
4. The blank Power of Attorney (form HSMV 82053).
5. The Notice/Bill of Sale with Section 1 properly completed.
6. A separate unaddressed, stamped envelope (unsealed) with your return address affixed, which the DMS will address and mail to the current owner asking them to contact you concerning your vehicle, boat or mobile home.

The DMS should forward your letter of request to the owner.

Please Note: The Manatee County Tax Collector's Office does not forward letters for title applicants.

Letter to Current Vehicle Owner

Vehicle Owner Information	
DMS completes this section.	Date: _____
	Owner's Name: _____
	Address: _____
	City, State, Zip: _____

Purchaser Information	
Purchaser completes this section.	Name(s): _____
	Phone #: _____
	Year: _____ Make: _____ Title Number: _____
	VIN/Hull#: _____

Our records indicate the vehicle, boat or mobile home shown above is currently titled in your name. Florida law requires the seller of a vehicle, boat or mobile home to deliver a certificate of title assigned to the purchaser at the time of sale.

If the vehicle, boat or mobile home referenced above was not sold to the purchaser shown above, you should complete the enclosed form HSMV 82050, Notice of Sale of a Motor Vehicle, indicating to whom the vehicle, boat or mobile home was sold and return to:

**Division of Motorist Services
Attn: Title and Registration Issuance
2900 Apalachee Pkwy, MS72
Tallahassee, FL 32399-0620**

If this vehicle, boat or mobile home was sold to the purchaser shown above, please contact him/her and make arrangements to assist him/her in obtaining a certificate of title for transfer. The purchaser will need you to mail them the properly completed form HSMV 82050 along with the current Certificate of Title, which has been signed off for transfer to the purchaser. If the title is unavailable, you must complete the enclosed Power of Attorney form (*will only be used for this transaction*) and mail it with the properly completed form HSMV 82050 and a copy of your ID to the purchaser.

If you do not provide the purchaser with the current Certificate of Title (signed off for transfer) or a Power of Attorney, the purchaser will be required to obtain a court order, which directs the DMS to transfer the title into their name.

If you have any questions or need further clarification, please contact the DMS Customer Service Center at (850) 617-2000.

Please Note: The Manatee County Tax Collector's Office does not forward letters for title applicants.

EXHIBIT B

REQUEST TO RELEASE PERSONAL INFORMATION

☐ Please release my personal information indicated on this form to the owner of record for the vehicle described below.

Year _____ Make _____ Vehicle Identification Number _____

Florida Certificate of Title Number _____

Mr/Mrs/Ms: _____
First Name Last Name

Street Address

City State Zip

I may be reached by telephone at the following numbers or email address:

Home: () _____ Office: () _____ Cell: () _____

Email Address: _____

Under penalties of perjury, I declare that I have read the foregoing document and that the facts stated in it are true.

Signature Date

By filing this form, you are requesting that your address be released. This form will ONLY be forwarded to the owner of record in order for him/her to provide you with the certificate of title for the vehicle, vessel or mobile home you purchased. Be sure to sign and date this form in the appropriate area.

Separate forms are required for each title and/or mobile home side.

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/

POWER OF ATTORNEY FOR A MOTOR VEHICLE, MOBILE HOME OR VESSEL

(Date)

I/We hereby name and appoint, _____, to be my/our
(Full Legibly Printed Name is Required)

lawful attorney-in-fact, to act for me/us, in applying for an original or duplicate certificate of title, to register, transfer title, or record a lien to the motor vehicle, mobile home or vessel described below, and to print my/our name and sign their name, in my/our behalf. My attorney-in-fact can also do all things necessary to the application or any other related instrument and to bind me/us in as sufficient a manner as I/we myself/ourselves could do, were I/we personally present and signing the same.

With full power of substitution and revocation, I/we hereby ratify and confirm whatever my/our said attorney-in-fact may lawfully do or cause to be done in the virtue hereof.

CHECK ONE:

☐ **Motor Vehicle**

☐ **Mobile Home**

☐ **Vessel**

Year	Make/Manufacturer	Body Type	Title Number
Vehicle/Vessel Identification Number			

NOTICE TO OWNER(S): COMPLETE THIS FORM IN ITS ENTIRETY PRIOR TO SIGNING.

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

(Signature of **Owner** "Grantor")

(Legibly Printed Name of **Owner** "Grantor")

(Driver License, Identification Card or FEID Number for **Owner**)

(Date of Birth for **Owner**, if applicable)

(**Owner's** Address)

(City)

(State)

(Zip)

(Signature of **Co-Owner** "Grantor," if applicable)

(Legibly Printed Name of **Co-Owner** "Grantor," if applicable)

(Driver License, Identification Card or FEID Number for **Co-Owner**)

(Date of Birth for **Co-Owner**, if applicable)

(**Co-Owner's** Address)

(City)

(State)

(Zip)

This non-secure power of attorney form may be used when an individual or entity appointed as the attorney-in-fact will be completing the odometer disclosure statement as the **buyer only** or the **seller only**. However, this form cannot be used to allow an individual or entity (such as a dealership) to sign as both buyer and seller for the purpose of disclosing the odometer reading. This may be accomplished only with the secure power of attorney (HSMV 82995) when:

- (a) the title is physically being held by the lienholder; **or**
- (b) the title is lost.

NOTE: A licensed dealer and his/her employees are considered a single entity.

A printed legible copy of a valid state-issued driver license/ID card or Passport for each owner ("grantor") listed above must be submitted with this form.

STATE OF FLORIDA
DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES
DIVISION OF MOTOR VEHICLES, Neil Kirkman Building - Tallahassee, FL 32399

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

☐ Notice of Sale (Seller **ONLY** must complete sections 1 & 3). Purchaser does not need to sign.

☐ 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		Identification Number		
I 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 .				
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 (if applicable)		Co-Seller's Printed Name (if applicable)		Date
Co-Seller's Address (if applicable)		City	State	Zip Code
Purchaser's Signature		Purchaser's Printed Name		Date
Co-Purchaser's Signature (if applicable)		Co-Purchaser's Printed name (if 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.