



# MIKE FASANO

TAX COLLECTOR/PASCO COUNTY/FLORIDA  
POST OFFICE BOX 276/DADE CITY, FLORIDA 33526-0276

## Keep This Form For Instructions

Name: \_\_\_\_\_

Phone Number: \_\_\_\_\_ Email Address: \_\_\_\_\_

To apply for a Florida title and registration, the following is required:

1. **APPLICATION FOR CERTIFICATE OF TITLE - HSMV 82040.** The form may be completed in our office if all applicants are present.
  - A. Complete sections 1 through 8. Section 12 must be signed by all applicants.
  - B. **If an out-of-state title, section 8 MUST be completed by law enforcement or Florida Notary. No erasures or alterations will be accepted. If vehicle is brought to our office, we can do verification (weather permitting).**
  - C. For leased vehicles, Power of Attorney (HSMV 82053) signed by leasing company and copy of lease agreement required.
2. **VALID PROOF OF IDENTIFICATION** - Submit a copy of ONE of the following:  
Individuals: Copy of current Florida or out of state driver license or identification card.  
Businesses: Copy of document from Sunbiz ([www.sunbiz.org](http://www.sunbiz.org)) showing proof that the officer/agent is authorized to sign for the business.
3. **OWNERSHIP** – Original title document required.  
Out of State Title. **If title is held by lienholder, mail a completed “Lienholder Request Form” to finance company requesting they mail the title to our office. Once we receive your title, we will contact you to process your application.**
4. **BILL OF SALE** – Required if vehicle has been titled in owner’s name for less than 6 months.
5. **TRANSFER OF CURRENT REGISTRATION** - If you are transferring a current Florida license plate that is registered to at least one of the applicants of this vehicle, a copy of the current registration is required.
6. **PROOF OF FLORIDA INSURANCE COVERAGE** – Submit a copy of the insurance card/policy which reflects Florida coverage amounts and five digit code.
7. **FEES:**
  - **Annual registration fee** based on vehicle weight and first registered owners date of birth. Fees can vary from \$55 to \$80 for private vehicles. Trucks, lease vehicles and others, contact our office for assistance.
  - **Initial Registration Fee:** \$225.00 charged for vehicles, trucks under 5,000 and motorhomes. May be exempt if transferring current Florida license plate.
  - **Title Fee:** \$87.75 (Out of state title) and \$2.00 lien fee (if applicable)
  - **Sales Tax:** If vehicle has been owned less than six months, sales tax may be due.

**Once our office receives your title, we will contact you. Your application must be processed within 30 days or we will be required to return the title back to your lienholder.**

For additional information regarding requirements for titles in names other than individual(s), or if you have any questions, please contact our call center at 727-847-8032, 813-235-6076 or 352-521-4338.