



Manatee County

Tax Collector

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?

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.

Florida Statute 319.22(2) (b) now 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. If you have the older revised Florida title that does not contain the Notice of Sale, see page # 2 of this publication for a separate [Notice of Sale Form](#). We suggest that you keep a **copy** of the Notice of Sale Form for your records.

The Notice of Sale Form (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 Form by mail to the State Division of Motor Vehicles will only mark the title record as "sold" within the Division of Motor Vehicles database. The ownership status **will not** change in the Division of Motor Vehicles database until the purchaser applies for and is issued a Florida Certificate of Title in their name.

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. Failure to do so may result in the suspension of your Florida Driver License per Florida Statutes 627.733, 627.734, and 627.736(9)(a).

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.

The information in this document is believed to be correct and is subject to change and is not warranted.

SoldVehicle – Last Update: 07/24/2017

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 Hwy 301 N.
Ellenton, FL 34222
Fax 941.721.2004

Palma Sola
7411 Manatee Ave. W. #200
Bradenton, FL 34209
Fax 941.798.2964

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.