

# Florida

## Department of Highway Safety and Motor Vehicles

### *Division of Motorist Services*

PROCEDURE  TL-45	SUBJECT:  REPLACEMENT VEHICLE IDENTIFICATION NUMBER (VIN) DECALS		
DESCRIPTION AND USE: THIS PROCEDURE PROVIDES <u>INFORMATION AND INSTRUCTIONS</u> TO ASSIST TAX COLLECTOR <u>EMPLOYEES, LICENSE PLATE AGENCY EMPLOYEES,</u> AND THE DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES IN PROCESSING REQUESTS TO REPLACE MANUFACTURER'S VEHICLE IDENTIFICATION NUMBER DECALS WHICH HAVE BEEN LOST, STOLEN, OR DEFACED.			
<p>I. PROVISIONS OF LAW:</p> <p>Section 319.30(4), Florida Statutes, <b><u>provides that it</u></b> is unlawful for any person to have in his <b><u>or her</u></b> possession any motor vehicle or mobile home when the manufacturer's <b><u>or state-assigned</u></b> identification number <b><u>plate</u></b> or serial <b><u>plate</u></b> has been removed therefrom. However, nothing in this subsection shall be applicable when a vehicle defined in this section as a derelict or salvage was purchased or acquired from a foreign state requiring such vehicle's identification number plate to be surrendered to such state, provided the person shall have an affidavit from the seller describing the vehicle by manufacturer's serial number and the state to which such vehicle's identification number plate was surrendered.</p> <p>Section 319.30(5)(a), <b><u>Florida Statutes, provides that it</u></b> is unlawful for any person to knowingly possess, sell, or exchange, offer to sell or exchange, <b><u>or</u></b> give away any certificate of title or manufacturer's <b><u>or state-assigned</u></b> identification number plate or serial plate of any motor vehicle, mobile home, or derelict that has been sold as salvage contrary to the provisions of this section, and it is unlawful for any person to authorize, direct, aid in, or consent to the possession, sale, or exchange or to offer to sell, exchange, or give away such certificate of title or manufacturer's or state-assigned identification number plate or serial plate.</p> <p><b><u>Section 319.30(5)(b) Florida Statutes, provides that it</u></b> is unlawful for any person to knowingly possess, sell, or exchange, offer to sell or exchange, or give away any manufacturer's or <b><u>state assigned identification number plate</u></b> or serial plate of any motor vehicle or mobile home that has been removed from the motor vehicle or mobile home for which it was manufactured, and it is unlawful for any person to authorize, direct, aid in, or consent to the possession, sale, or exchange or to offer to sell, exchange, or give away such manufacturer's <b><u>or state-assigned</u></b> identification number plate or serial plate.</p>			
<i>Revision(s) to this procedure: Updated statutes on pg. 1 adding "state assigned" ID number plate, reorganized sections II and III re-lettering and renumbering information, added "Note" to page 2 concerning electronic titles, removed 6 from page 5 and Exhibit A.</i>			
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<p>Section 319.33(7)(a), Florida Statutes, <b><u>provides that if</u></b> all identifying numbers of a motor vehicle or mobile home do not exist or have been destroyed, removed, covered, altered, or defaced, or if the real identity of the motor vehicle or mobile home cannot be determined, the motor vehicle or mobile home shall constitute contraband and shall be subject to forfeiture by a seizing law enforcement agency, pursuant to applicable provisions of ss. 932.701-932.704. Such motor vehicle shall not be operated on the streets and highways of the state unless, by written order of a court of competent jurisdictions, the department is directed to assign to the vehicle a replacement vehicle identification number which shall thereafter be used for identification purposes. If the motor vehicle is confiscated from a licensed motor vehicle dealer as defined in s. 320.27, the dealer's license shall be revoked.</p> <p>II. DOCUMENTATION REQUIRED AND SPECIAL INSTRUCTIONS:</p> <p><b><u>In order to apply for a replacement VIN decal, all</u></b> statutory requirements <b><u>of Sections</u></b> 319.30 and 319.33, F.S., <b><u>must be met.</u></b></p> <p>The <b><u>applicant is responsible for making photocopies</u></b> of all <b><u>documents</u></b> before submitting <b><u>the original documents</u></b> to the Division of Motorist Services (DMS) Compliance Examiner <b><u>in the region where the vehicle is located.</u></b></p> <p><b><u>The applicant is responsible for bringing the vehicle to the DMS office in the region where the vehicle is located so a Compliance Examiner may perform the inspection.</u></b></p> <p><b><u>For a telephone number and address of a regional office assigned to your county, visit the following link and choose the appropriate county.</u></b></p> <p><a href="http://www.flhsmv.gov/offices/">http://www.flhsmv.gov/offices/</a></p> <p><b><u>To apply for a replacement VIN decal, choose the appropriate scenario below.</u></b></p> <p><b><u>A.</u></b> When the motor vehicle <b><u>or mobile home</u></b> is titled in Florida <b><u>and ownership is not changing</u></b>, the following must be submitted to a DMS Regional office in the applicant's region:</p> <p style="padding-left: 40px;"><b><u>A copy of the front and back of the certificate of title.</u></b></p> <p><b><u>NOTE: If FRVIS shows the title as electronic, a copy of the Florida title(s) is not required.</u></b></p> <p><b><u>NOTE: A replacement VIN decal is issued at no charge.</u></b></p> <p><b><u>B.</u></b> <b><u>When the motor vehicle or mobile home is titled in Florida and</u></b> the "Transfer of Title by Seller" section on the certificate of title has been completed, submit:</p> <ol style="list-style-type: none"><li><b><u>1.</u></b> The Florida Certificate of Title completed for transfer to the applicant.</li><li><b><u>2.</u></b> Form HSMV 82040, Application for Certificate of Title with/without Registration.</li><li><b><u>3.</u></b> Florida sales tax or specify the sales tax exemption information on an accurately completed form HSMV 82040, Application for Certificate of Title with/without Registration.</li></ol>	
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<p style="text-align:center"><b>4.</b> Florida license plate number transferred to or purchased for the motor vehicle or a non-use affidavit. The mobile home decal number purchased for or an RP decal transferred to or purchased for the mobile home. A non-use affidavit is not acceptable for mobile homes.</p> <p style="text-align:center"><b>5.</b> Title fees.</p> <p><b>NOTE:</b> The <b><u>DMS Compliance Examiner will submit the</u></b> original title along with copies of the forms HSMV 82040 and 84044 to the department for imaging.</p> <p><b>NOTE:</b> The applicant will <b><u>receive</u></b> the originals <b><u>of</u></b> forms HSMV 82040 and 84044 <b><u>and</u></b> a copy of the title <b><u>to provide</u></b> to the tax collector's office.</p> <p><b>NOTE: <u>The tax collector should submit forms HSMV 82040 and 84044, a copy of the title, and</u></b> the computer-generated form HSMV 82041 to the department.</p> <p><b>C.</b> When the motor vehicle or mobile home is titled out of state, submit:</p> <ol style="list-style-type: none"><li><b>1.</b> Out-of-state Certificate of Title in the applicant's name or completed for transfer to the applicant.</li><li><b>2.</b> Form HSMV 82040, Application for Certificate of Title with/without Registration.</li><li><b>3.</b> Florida sales tax or specify the sales tax exemption information on an accurately completed form HSMV 82040, Application for Certificate of Title with/without Registration.</li><li><b>4.</b> Florida license plate number transferred to or purchased for the motor vehicle, or a non-use affidavit. The mobile home decal number purchased for or an RP decal transferred to or purchased for the mobile home. A non-use affidavit is not acceptable for mobile homes.</li><li><b>5.</b> Title fees.</li></ol> <p><b>NOTE:</b> The <b><u>DMS Compliance Examiner will submit the</u></b> original <b><u>out of state</u></b> title along with copies of the forms HSMV 82040 and 84044 to the department for imaging.</p> <p><b>NOTE:</b> The applicant will <b><u>receive</u></b> the originals <b><u>of</u></b> forms HSMV 82040 and 84044 <b><u>and</u></b> a copy of the out of state title to <b><u>provide to</u></b> the tax collector's office.</p> <p><b>NOTE: <u>The tax collector should submit forms HSMV 82040 and 84044, a copy of the out of state title, and</u></b> the computer-generated form HSMV 82041 to the department.</p> <p>III. MISCELLANEOUS INFORMATION:</p> <p><b>A.</b> If a certificate of destruction (or unrebuildable title issued prior to 10/01/00) <b><u>was</u></b> issued or <b><u>will be</u></b> issued for a vehicle missing the vehicle identification number plate, a replacement decal is NOT required.</p>	
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<p><b>B.</b> If <b>a dealership requests a replacement decal, the dealership is</b> not required to obtain title in <b>its name</b>. A copy of the front and back of the Florida <b>or out of state title</b> along with the document <b>showing</b> the reassignment to the dealer should be submitted to a DMS Compliance Examiner.</p> <p><b>C.</b> <b>For motor vehicles, the</b> replacement decal will be placed in the driver's <b>doorjamb</b> in a conspicuous, <b>visible</b> place. <b>For motorcycles, the replacement decal will be placed</b> as near as possible to the right side frame down tube. <b>For mobile homes, the</b> replacement decal <b>will</b> be placed in the main <b>doorjamb</b>, hinge side, just above the lower hinge. <b>A</b> decal must not be placed on a removable part.</p> <p><b>D.</b> <b>The applicant must schedule</b> an appointment with a DMS Compliance Examiner <b>to examine</b> the documents <b>for accuracy and to affix</b> the replacement decal.</p> <p><b>E.</b> If the applicant is a *legal resident of Florida but resides out of state for a portion of the year, or <b>if the applicant</b> is a Florida resident on active military duty out of state, the <b>applicant</b> must <b>direct and submit the request</b> to the DMS Regional office <b>that serves</b> the applicant's county of residence.</p> <p><b>The applicant must</b> submit <b>an</b> affidavit <b>on letterhead</b> from <b>the</b> out of state law enforcement officer or military law enforcement authority stating the confidential vehicle identification number and indicating that a replacement decal is needed. <b>The applicant must also submit</b> a copy of the front and back of the title or application for title.</p> <p><b>The DMS Compliance Examiner will assign and mail</b> the replacement decal to the applicant along with a certification letter. <b>Any out of state law enforcement officer or military law enforcement authority may affix the assigned</b> decal to the motor vehicle. <b>After affixing the</b> decal, <b>the out of state law enforcement or military officer/agency</b> must <b>return the</b> certification letter to the DMS Regional office verifying <b>that</b> the decal <b>was</b> affixed.</p> <p>If an application for title is being held, the application for title will be processed. If only a copy of the title is being held, the returning certification letter will be imaged.</p> <p><b>*NOTE:</b> Applicant must meet the requirement of legal resident, as defined in <b>section 320.01(35)</b>, Florida Statutes.</p>	
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