

# Florida

## Department of Highway Safety and Motor Vehicles

### *Division of Motorist Services*

PROCEDURE  VSRS-12	SUBJECT:  "REGISTRATION ONLY" REGISTRATION		
DESCRIPTION AND USE:  THIS PROCEDURE PROVIDES INFORMATION AND INSTRUCTIONS FOR ISSUANCE OF "REGISTRATION ONLY" REGISTRATIONS WHEN THE DIVISION OF MOTORIST SERVICES IS UNABLE TO PROCESS THE APPLICATION FOR CERTIFICATE OF TITLE.			
<p>I. PROVISION OF LAW:</p> <p>Section 328.68, Florida Statutes, allows the issuance of a "registration only" registration for an applicant where the title is being held by an out-of-state lienholder and the out-of-state lienholder will not release the title to Florida so that the out-of-state lien can be recorded on the Florida title.</p> <p>II. PROOF OF ELIGIBILITY:</p> <p>When the title is being held by an out-of-state lienholder, <b><u>verify</u></b> the following:</p> <p style="padding-left: 40px;">The following must be submitted for verification from an out-of-state lienholder:</p> <p style="padding-left: 40px;"><b><u>1.</u></b> A letter on letterhead stationery from the lienholder, which indicates there is an outstanding lien on the described vessel. The year, make and hull identification number (HIN) of the vessel must also be included in the letter. A fax copy <b><u>of the letter</u></b> is acceptable.</p> <p><b>NOTE:</b> The letter does not have to state that the lienholder will not surrender the title. Since they continue to hold the title, this is implied.</p> <p style="padding-left: 40px;"><b><u>2.</u></b> A copy of the out-of-state title which shows the out-of-state lien information.</p> <p><b>NOTE:</b> If the <b><u>out-of-state</u></b> title has not been issued, a copy of the title receipt (the out-of-state equivalent to the HSMV 82041) is acceptable.</p> <p><b>NOTE:</b> <b><u>The tax collector's office may generate a correspondence letter to the lienholder, for the customer, requesting the out of state title, by using the "Correspondence Reason Code (T0S08)."</u></b></p>			
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<p><b>III. PROOF OF SALES TAX:</b></p> <p>If the vessel was purchased within the six months preceding the application, Florida sales tax may be due. If the applicant can provide proof that the out-of-state sales tax was paid and is equal to or greater than Florida sales tax, no additional tax is due. If the applicant provides proof that less than six percent out-of-state sales tax was paid, the difference, between the out-of-state sales tax paid and the Florida sales tax, is due and must be collected and remitted. If sales tax is paid directly to the Florida Department of Revenue, <b><u>a receipt must be shown as proof it has been paid.</u></b></p> <p><b>IV. REGISTRATION RENEWAL NOTICES:</b></p> <p>Registration renewal notices are a courtesy and are not required by state or federal law. Some county tax collectors provide a renewal notice that reminds the customer to renew his or her registration each year. The following information concerns the issuance of a registration renewal notice for registration only transactions.</p> <p><b><u>When an</u></b> out-of-state lienholder <b><u>is holding the title</u></b>, a registration renewal notice will be printed.</p>	
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