

# Florida

## Department of Highway Safety and Motor Vehicles

### *Division of Motorist Services*

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| PROCEDURE<br><br>RS-56  | SUBJECT:<br><br>MOTOR VEHICLE REGISTRATION FOR BUSES |
| <b>DESCRIPTION AND USE:</b><br>THIS PROCEDURE PROVIDES <b><u>INFORMATION AND INSTRUCTIONS</u></b> TO ASSIST TAX COLLECTOR EMPLOYEES, LICENSE PLATE AGENTS, AND THE DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES WITH THE REGISTRATION  |  |
| <p>I. PROVISIONS OF LAW:</p> <p style="padding-left: 40px;">Section 320.0655     <b><u>Permanent License Plates for Governmental Entities.</u></b></p> <p style="padding-left: 40px;">Section 320.08(2)(d) <b><u>Automobiles or Tri-Vehicles for private use with net weight of 3,500 lbs or more. Class code 01</u></b></p> <p><b>EXAMPLE:</b></p> <ol style="list-style-type: none"> <li>1. When a large family uses the bus as a station wagon.</li> <li>2. When a bus transports migrant workers from one location to another.</li> <li>3. When a company transports employees from a parking facility to the factory or other place of employment.</li> </ol> <p><b>NOTE:</b> The Initial Registration fee is required when registered with class code <b>01</b>.</p> <p style="padding-left: 40px;">Section 320.08(5)(c) School bus used exclusively to transport students to and from school or school or church activities or functions within their own county and service fee is included in the tuition. Class Code 92 (Restricted).</p> <p style="padding-left: 40px;">Section 320.08(6)(a) For-Hire vehicles with 8 passengers or less, including lease to private schools or day care centers. Class Code 09.</p> <p><b>NOTE:</b> When a bus is used to transport passengers from state to state, picking up and putting out passengers along the way, an IRP license plate is required.</p> <p style="padding-left: 40px;">Section 320.08(6)(b) For-Hire vehicles with 9 passengers or more</p> <p style="padding-left: 40px;"><b><u>Section 320.10(c) A not-for-profit organization named in this paragraph, and its local affiliate organizations, is eligible for the exemption if it maintains current articles of incorporation with the Department of State.</u></b></p> |  |
| <i>Revision(s) to this procedure: Revised statute references.</i>   |  |
| EFFECTIVE DATE<br><br>Immediately   | REVISION DATE<br><br>12/11/17                        |
| PAGE #<br><br>RS-56-01  |  |

**STATE OF FLORIDA**  
***Division of Motorist Services***

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| RS-56  | MOTOR VEHICLE REGISTRATION FOR BUSES |
| <p>II. REGISTRATION REQUIREMENTS:</p> <p>Refer to the appropriate DMS Procedure for each type of license plate, which includes the class code.</p> <p>A. WEIGHT:</p> <p>Net weight is used to determine the registration fee. The gross vehicle weight must be entered to determine if the State Transportation fee is due. GVW is calculated by multiplying the number of passengers by 150 and adding it to the net weight. Additional information on bus classifications can be viewed at the following link:</p> <p><a href="http://www3.flhsmv.gov/DMV/FSHDnews/1st02-03/Wheels%20On%20The%20Bus%20Go%20Round%20And%20Round.htm">http://www3.flhsmv.gov/DMV/FSHDnews/1st02-03/Wheels%20On%20The%20Bus%20Go%20Round%20And%20Round.htm</a></p> <p>B. FEES:</p> <p>Refer to the Motor Vehicle/Mobile Home Class Code Fee Chart at the following link:</p> <p><a href="http://www3.flhsmv.gov/DMV/Proc/Fees/Fees-03.PDF">http://www3.flhsmv.gov/DMV/Proc/Fees/Fees-03.PDF</a></p> <p>C. PROOF OF INSURANCE:</p> <p>Proof of Florida insurance is required. Refer to DMS Procedures <u>RS-33</u> and RS-36 for additional insurance requirements.</p> <p>III. ISSUANCE OF LICENSE PLATES:</p> <p>License plates for all buses may be issued by the county tax collector's office except those registered under the International Registration Plan.</p> <p>IV. REPLACEMENT LICENSE PLATES:</p> <p>A. Form HSMV 83146, Application for Replacement License Plate, Validation Decal or Parking Permit, accurately completed.</p> <p>B. A copy of the vehicle registration certificate.</p> <p><b>NOTE:</b> Refer to DMS Procedure RS-06 for additional information and fees.</p> |                                      |
| PAGE #   | REVISION DATE                        |
| RS-56-02   | 12/11/17                             |