



Ken Burton Jr.

Innovating Better Ways to Serve

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Monday – Friday, 9:00 - 4:30
taxcollector.com

Registration Only

When a bank, financial institution, or lease company holds the out-of-state title, the State of Florida provides for an exception that allows the owner(s) to only register their vehicle without transferring their out-of-state title to Florida. This situation is referred to as "Registration Only".

Who is Eligible for this Transaction?

This procedure only applies to US State & US Territory Titles for Manatee and Sarasota County Residents. Customers with vehicles from foreign countries (other than US Territories) and residents of other counties must present their out-of-country/state proof of ownership. Therefore, the customer must contact the financial institution to release the documentation for titling in Florida.

Requirements for First Time Registration Only Transactions

In order to obtain a Florida license plate and be exempt from title requirements, you must bring:

- 1. Proof of Ownership: Current out-of-state registration for specific vehicle (original or state issued duplicate)
2. Proof of Lien/Lease: One of the following to prove the title for the specific vehicle is in the possession of the bank, financial institution or lease company (must include the specific vehicle details):
- Payment Book, Coupon or Statement
- Lienholder's Retail Contract
- A Copy of the Out-of-State Title
- Dealer Invoice with Lienholder's Name
- Lease Agreement
- Out-of-State Registration with Lien/Lease Info
- Letter on Lienholder Letterhead with Lien Info
3. Sales Tax: If you have owned the vehicle for less than 6 months, proof of sales tax paid must be submitted with your transfer paperwork. A dealer invoice or title/registration, which specifically lists sales tax paid, are the most common ways to prove this. If you are unable to provide this proof, sales tax will be collected at the rate of your home county (7% for Manatee County) on the fair market value of the vehicle (declared by you).
4. Proof of Current Florida Insurance: The card, policy, certificate, or binder must state it is a Florida Policy and be in the current owner's name, listing the specific information for the vehicle you are registering. It must also list the 5-digit Florida Insurance Company Code Number. Insurance cannot be expired, post-dated, or from any other US state or territory.
5. Identification: At least one registered owner or person appointed Power of Attorney for one registered owner must be present with their valid (unexpired) state-issued Driver License/ID Card. If using a Power of Attorney form for a registered owner, you must submit a copy of the valid (unexpired) state-issued Driver License/ID Card for the registered owner who you are representing.
6. Vehicle Identification Number Verification: The VIN must be verified on all vehicles titled out-of-state when transferred to Florida. To save time, consider printing the VIN Verification Form and have it completed before visiting an office. Any state notary or law enforcement officer may complete this form. If it's not completed in advance, our office can verify the VIN as a courtesy (you must bring the vehicle to the office) when you come in for the transfer, weather permitting.

If you paid off your loan or bought out your lease, please refer to the Out-of-State Title Transfer publication.

Estimated Fees

\$250 - \$275*

*The estimated fees for Registration Only may be reduced if you have a current or previous Florida license plate record that was registered to you and is eligible for transfer.

Appointments

Schedule an appointment and receive a free car wash coupon upon arrival to our office! Customers with appointments are given priority and are served before those that visit our office without one. Visit taxcollector.com to schedule an appointment.

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

RegistrationOnlyCIP – Last Update: 01/03/2017

First Manatee South County Tag Agency
5756 14th St. W.
Bradenton, FL 34207
Fax 941.782.6045

DeSoto
819 301 Blvd. W.
Bradenton, FL 34205
Fax 941.741.3585

Lakewood Ranch
6007 111th St. E.
Bradenton, FL 34211
Fax 941.751.8281

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

Note: The requirements listed above are the requirements of the Manatee County Tax Collector's office only. For requirements and instructions for the South County Tag Agency, contact them at 941.782.6050.