

# Tax Collector News

M A N A T E E C O U N T Y T A X C O L L E C T O R ' S O F F I C E

[WWW.TAXCOLLECTOR.COM](http://WWW.TAXCOLLECTOR.COM)*Issued by: Debra Scott, Quality Assurance Supervisor*

## Important DMV and Driver License Address Program Change

As of July 2008 Tallahassee's motor vehicle and driver license systems have been programmed to now communicate with each other. When we process your title and registration work we will now be required to verify and synchronize your customer's address. We will have the option to select the motor vehicle address, driver license address, or enter a different address. When selecting either the motor vehicle or driver license address the motor vehicle system will automatically update the customer's address in both systems. If the address entered on your paperwork is not the address shown on the customer's driver license, it may cause the customer problems with law enforcement.

**Please verify each customer's address to make sure that the address being submitted on the paperwork is correct.**

There are certain issues that will prevent us from changing the customer's address in the motor vehicle system. If your customer falls into one of these categories, we will place a temporary "mail to address" on the customer's paperwork in order to process their transaction.

To comply with Florida law, the State of Florida must be notified within 10 days of an address change. Failure to do so may result in a ticket from law enforcement.

We will attach a flyer explaining the temporary address and what the customer will be required to do to correct their driver license address, so **please pass this flyer on to your customer.**



## \*\*\*Important Changes as of October 20, 2008\*\*\*

### Verification of Person Signing on Behalf of a Business

DMV Procedure **TL-01 Signature Requirement and Identity Affidavits**, has been updated to require that when titling a vehicle to a "Business" you must verify that the customer signing the documents is authorized to sign on behalf of the business. Any officer/agent of a corporation/company signing required documentation for the business should specify their "official title" on the paperwork. Proof that the officer/agent is authorized to sign for the business can be verified by one of the ways listed below.

- ◆ Verify that the person signing the documents is listed as an officer on Sun Biz at [www.sunbiz.org/search.html](http://www.sunbiz.org/search.html)
- ◆ A letter on original business letterhead stating that the person signing the application is authorized to do so. The letter must be signed by a representative of the business who is someone other than the person signing the application.
- ◆ Provide an affidavit signed by the company representative stating that they are an authorized representative for the company and have authorization to sign on behalf of the business. You may use our [Miscellaneous Affidavit](#) on our website.

The business name on the application should be shown exactly as it appears on the proof of business documentation along with the FEID number. Proof of identity must be requested from the customer at the time of application for title.

If you have any questions on this change please feel free to contact our Customer Contact Center for further clarification at (941) 741-4800.

**Note: This does not apply to personnel signing on behalf of motor vehicle, mobile home or vessel dealers.**

For further information on TL 01 visit the state website at:

<http://casey.hsmv.state.fl.us/Intranet/dmv/Manuals/DMVProcedures/BTR/tl/TL-01.pdf>

### Power of Attorney

Procedure changes and reminders on Powers of Attorney:

- ◆ You must present the **original** or **certified** copy of a Power of Attorney with your application for title; however, our office will no longer keep it. We will make a copy and provide the original back to you.
- ◆ The person appointed as Power of Attorney is required to provide their **full name** on the Power of Attorney form. And, if a "Business" is appointed Power of Attorney, the individual signing for the business must comply with the new requirements above.
- ◆ When signing as Power of Attorney, you must print the owner's name and then sign your full name.  
**For example:**

Owner's Signature: Mary Smith by John Doe POA

Owner's Printed Name: Mary Smith by John Doe POA

For additional information on Power of Attorney's please visit the state's website at:

<http://casey.hsmv.state.fl.us/Intranet/dmv/Manuals/DMVProcedures/BTR/tl/TL-02.pdf>

## Biennial Registration

On January 1, 2008, the option for a biennial registration became available on qualifying vehicles.

A biennial registration is valid for a period of 24 months where the annual registration is valid for a period of 12 months. Just like 15 month registrations are allowed for annual registrations, 27 month registrations will be allowed for biennial registrations.

This option is available to your customers who are getting a new plate, renewing an expired plate, or are in their renewal period.

If your customer would like the biennial registration, please note this on your paperwork . To calculate the fees for the biennial registration ,you would double the registration fees for the 24 –27 months. Below is a chart for your convenience.

WEIGHT		ORIGINAL PLATE ISSUANCES						RENEWAL	
AU/CAR	AU/PK	1 - 12 months	13 months	14-15 months	24 months	25 months	26 - 27 months	1 Year	2 Year
0-2499	0-1999	39.60	54.10	59.70	67.70	82.20	87.80	25.60	55.70
2500-3499	2000-3000	47.60	70.10	75.70	83.70	106.20	111.80	35.60	71.70
3500 + Up	3001-5000	57.60	90.10	95.70	103.70	136.20	141.80	45.60	91.70

### Internet Services Available Online

[www.taxcollector.com](http://www.taxcollector.com)

- Access and pay current year property taxes and print duplicate tax receipts for tax years 1994-current year.
- Renew vehicles, boats, mobile homes, driver licenses, ID cards, change your address and obtain duplicates **in one easy step!**
- Renew parking permits.
- Check personalized plate availability.
- Check the status of your driver license.
- Purchase hunting/fishing licenses, permits and apply for quota and special opportunity hunts.