



Randy Mask Sumter County Tax Collector

www.sumtertaxcollector.com

THE FOLLOWING IS REQUIRED TO OBTAIN FLORIDA TITLE AND REGISTRATION:

- **All registered owners** must be present with their State-issued driver license or identification card.
- **The original out-of-state title.** If there is a lien on the title, we require a completed Form HSMV 83060, *with your lienholder's fax number*, which we will fax to the lienholder requesting the title be released to our office. *Once we receive the original title from the lienholder*, we will contact you to come in and process the transaction. You will receive the plate at that time. Additional paperwork needed for the following vehicles:
 - **Lease vehicle:** Copy of lease agreement and the *fax number* for the lienholder or leasing company. Your leasing company will also need to send us a power of attorney
 - **Vehicle titled in name of Trust:** We require original title, Trust Agreement or Certificate of Trust, and Trustees present to sign Title Application.
- **Proof of FLORIDA insurance** issued by a Florida agent. This may be a card, policy or binder.
- **The vehicle must be present for VIN verification purposes, or a COMPLETED Form HSMV 82042** verified and signed by a Florida notary public, licensed dealer, police officer, Florida Division of Motorist Services employee, or Tax Collector employee.
- **Bill of sale if** the vehicle has been purchased within the last 6 months and a receipt showing sales tax paid.

The approximate fee is \$400.00 depending on the primary owner's birthdate and the weight of vehicle.

2.5% fee added to all credit card payments (\$2.50 minimum)

\$2.50 flat fee on all debit card payments

Bushnell Office

220 E. McCollum Ave.
Bushnell, FL 33513
Office: (352) 569-6740
Fax: (352) 569-6741

The Villages Office

8033 E. C-466, Suite B
The Villages, FL 32162
Office: (352) 689-4645
Fax: (352) 689-4646

The Villages Sumter Service Center

Wildwood Office
7375 Powell Rd., Suite 135
Wildwood, FL 34785
Office: (352) 689-4540
Fax: (352) 689-4541



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THE FOLLOWING IS REQUIRED TO OBTAIN OR UPDATE FLORIDA DRIVER LICENSE OR ID CARD:

Effective January 1, 2010, Florida requires the following **original documents** be presented to obtain a Florida driver license or identification card. The out of state driver license or ID card will no longer be valid once a Florida driver license or ID card is issued. *(You will **not** be required to present these documents for subsequent renewals unless your information [last name, address, etc] changes)*

PRIMARY IDENTIFICATION - ONE OF THE FOLLOWING:

- US Birth Certificate issued by the authorized government jurisdiction. **We are unable to accept hospital birth certificates.**
- Valid US Passport book or card (in current name)
- Certificate of Naturalization
- Certificate of Citizenship

NAME CHANGE DOCUMENT - If you are using your birth certificate and you have legally changed your name, we require proof of name change with the following documents:

- Original State issued or certified copies of **all marriage certificates** or court orders that show name change(s) to birth name. **We are unable to accept church marriage licenses.**

PROOF OF SOCIAL SECURITY NUMBER - ONE OF THE FOLLOWING:

- Social security card
- W-2 form (**Must include complete social security number; photo copies are not acceptable**)
- 1099 form (**Must include complete social security number; photo copies are not acceptable**)
- Pay stub showing full name and complete social security number
- Print out from local Social Security Office showing full name and complete social security number

PROOF OF RESIDENTIAL ADDRESS - TWO OF THE FOLLOWING CONTAINING YOUR NAME AND RESIDENTIAL ADDRESS:

- Mortgage statement, closing documents or rental agreement
- Florida voter registration card
- Florida vehicle registration or title
- W-2 or 1099 Form
- Utility bill, work order or service hookup
- Insurance policy
- Medical card
- Letter from shelter or halfway house
- Mail from financial institutions
- Statement from parent, guardian or person living at the address certifying that you live with them along with two proofs of their address

VETERAN DESIGNATION - Veterans who live in Florida are eligible for a discount of \$6.25 of their license and can add a Veteran designation to their Florida driver license or identification card. The word "Veteran" is placed on the bottom right corner of the card and can be used to show proof of status for discounts at participating merchants. **DD-214 REQUIRED and must state "Honorable Discharge"**

2.5% fee added to all credit card payments (\$2.50 minimum)

\$2.50 flat fee on all debit card payments



USE QR CODE FOR DRIVER HANDBOOKS