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Acronyms, Terms, and Definitions

FRVIS – Florida Real-Time Vehicle Information System (Tag & Titles)

FDLIS – Florida Driver License Information System (Driver License)

DHSMV, HSMV, or DMV – Dept. of Highway Safety and Motor Vehicles (Tag & Titles)

DMS – Department of Motorist Services

DDL – Division of Driver License

DHSMV (DMV) Procedure Manuals:

TL = Titles

RS = Registrations

VSTL = Vessel Titles

VSRS = Vessel Registrations

TA = Technical Advisory

UDS – Unified Document System (Tax Collector In-house Forms): For Tag & Title, Driver's License

POA- Power of Attorney

ELT- Electronic Lien Title

VIN- Vehicle Identification Number

MSO/MCO- Manufacturer's Statement of Origin or Manufacturer's Certificate of Origin. This is initial ownership documentation on a new motor vehicle.

GVW/LOC- Gross Vehicle Weight/Mobile Home Location Code.

RP- Real Property

TRANSFEROR- Seller

TRANSFeree- Buyer

ALTERATION- A strike over, erasure, ink over, white out or any other method of change to an odometer disclosure statement or odometer declaration.

OMISSION- Any part of a required statement that has been left out.

Commonly Used Forms

HSMV 82040: APPLICATION FOR CERTIFICATE OF TITLE WITH/WITHOUT REGISTRATION.

HSMV 82041: APPLICATION (RECEIPT generated by Tax Collector) FOR VEHICLE/VESSEL CERTIFICATE OF TITLE AND/OR REGISTRATION.

HSMV 82050: NOTICE OF SALE OF MOTOR VEHICLE, MOBILE HOME OR VESSEL.

HSMV 82101: APPLICATION FOR DUPLICATE OR LOST IN TRANSIT MOTOR VEHICLE, MOBILE HOME OR VESSEL TITLE CERTIFICATE.

HSMV 82139: APPLICATION FOR NOTICE OF LIEN / ASSIGNMENT OF LIEN OR NOTICE TO FIRST LIENHOLDER OF SUBSEQUENT LIEN.

HSMV 82260: LIEN SATISFACTION.

HSMV 82994: MOTOR VEHICLE DEALER TITLE REASSIGNMENT SUPPLEMENT (Not Available On-Line).

HSMV 82995: MOTOR VEHICLE *SECURE* POWER OF ATTORNEY/ODOMETER DISCLOSURE (Not Available On-Line).

HSMV 83146: APPLICATION FOR REPLACEMENT LICENSE PLATE, VALIDATION DECAL OR PARKING PERMIT.

Tax Collector Forms

UDS308: GENERAL / ALL PURPOSE AFFIDAVIT

UDS310: DROP BOX LABELS

Mobile Home Procedures

One of the best ways to ensure accurate work is to familiarize you with the DMV Procedure Manual. This is the resource we use to answer questions and verify information. When you become familiar with the manual, you will save time and improve the quality of your work. The manual is located under dealer resources on the Pinellas County Tax Collector website.

Here are some of the most common Procedures used for Motor Vehicle Transactions:

Title and Lien Procedures:

TL-01- This procedure contains information pertaining to identification and signature requirements, including out of state titles and their signature requirements.

TL-02- This procedure covers Power of Attorney information.

TL-05- This procedure deals with duplicate title applications.

TL-08- Everything you ever wanted to know about sales and use tax pertaining to motor vehicles can be found in this section.

TL-10- This covers ***original*** title transactions. This includes MCO/MSO's and any out of state title that is becoming a Florida title ***for the first time***.

TL-11- This covers transfer title transactions. These would be Florida title transfers. It's ***already*** a Florida title and is being transferred to another individual and is ***remaining*** a Florida title.

TL-13- This procedure deals with titling requirements for recreational vehicles, mobile homes and office trailers.

TL-16- This covers titling information on the Landlord-Tenant Act.

TL-23- This procedure deals with repossessions of mobile homes for non-fulfillment of contractual obligations.

TL-33- This procedure has to do with lien satisfactions and alternate methods of removing liens.

TL-39- This procedure covers title applications for retiring a mobile home.

Registration Procedures:

RS-10- This procedure covers information regarding mobile home registrations.