



## Dealer Training is Online!

Marcia McCraney

Our first Dealer Forms Seminar in 2010 brought the unveiling of our new electronic curriculum. This began as an effort to reduce printed materials that quickly become outdated. We also discovered through classroom surveys that this new style of curriculum would be widely accepted by licensed dealers.

All of the Dealer Forms Seminars will use [www.taxcollect.com](http://www.taxcollect.com) to access the training materials and you can access it from your home PC, too. Once there, click on [Licensed Dealers](#) and then [Licensed Dealer Training](#). Electronic training does reduce class sizes since each student needs PC access but it gives those attending hands-on experience.

Our first Dealer Forms Seminar, held in January, was a huge success! Dealer comments reflected that they found the hands on experience beneficial and will use the training materials as a reference in the future. 📄

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*Committed to citizen-centered government*

## DMV Updates

Laurel Whitney

TL-07, the procedure for alternate proof of ownership and for securing a court order awarding ownership, was recently revised as follows:

*Note: a copy of a "Satisfaction of Mortgage", recorded on official records at the county clerk's office, may be accepted in lieu of a completed form HSMV 82260, Lien Satisfaction, as a satisfaction of lien for the mobile home, providing the document ties the mobile home to the land. An example would be a complete description (year, serial number, etc.) of the mobile home being shown on the "Satisfaction of Mortgage," or the mobile home deemed as real property, with an address matching the address on the satisfaction of mortgage.*

The procedure also includes an exhibit of a sample Satisfaction of Mortgage.

DMV also issued Technical Advisory T10-01 on February 19, 2010, regarding use of form HSMV 82994, Motor Vehicle Title Reassignment Supplement. The Department has seen more incidents of dealers jumping off the title incorrectly and using form HSMV 82994 to reassign conforming Florida titles.

Please remember that dealer reassignments for non-exempt vehicles must be made on the reverse side of the title until all the available spaces have been used. Once they have been used, then the dealer may then use form HSMV 82994 to reassign a title.

Section 319.23(7)(d), Florida Statutes, provides that if a dealer jumps off the title before all spaces are filled and uses form HSMV 82994, then that dealer must take title in its name. 📄

# DMV Dealer Update

Gary W. Konopka, Region VI Administrator

All of us here at Region VI hope you had a Happy Holiday season and we wish you the best for 2010.

A very recent legal opinion has been issued by DHSMV concerning the sale of certain types of RVs. Until recently, independent and franchise dealers have been allowed to sell private motor coaches, motor homes, or van conversions using their existing dealer license without having to obtain a Recreational Vehicle dealer license. That changed on February 17, 2010. Effective immediately, motor vehicle dealers may sell motor homes, private motor coaches, van conversions, travel trailers, camping trailers, truck campers, and fifth-wheel trailers **only if** they are acquired as trade-ins. If a franchise or an independent motor vehicle dealer wants to buy and sell RVs not taken in trade, the dealer will have to obtain the appropriate category of Recreational Vehicle dealer license.

Florida Statute 320.0609(2) (c) was recently changed and what follows was effective on October 1, 2009: "If a retail sale by a licensed independent motor vehicle dealer results in the transfer of a registration license

**If a franchise or an independent motor vehicle dealer wants to buy and sell RVs not taken in trade, the dealer will have to obtain the appropriate category of Recreational Vehicle dealer license.**

plate, a temporary tag shall be issued and displayed during the time that the application for transfer of such registration license plate is being processed unless the department's records reflect that the transfer has occurred. However, this paragraph shall not apply to independent motor vehicle dealers that are owned by principals that also hold a franchise motor vehicle dealer license in this state."

I would like to remind all of our licensed dealers that the only location a dealer can conduct sales related activities is at their licensed location unless the dealer has obtained a Temporary Supplemental Application and Permit For An Off-Premise Sale issued by us. Each such violation subjects the dealer to a \$,1000 fine.

All independent, auction, salvage, and wholesale motor

vehicle dealer licenses expire on April 30, 2009. Although DMV HQs normally sends out renewal reminders, the dealer is in fact responsible for renewing his/her license. Non-receipt of the DMV HQs renewal letter is not an acceptable excuse for failure to renew. The renewal form is available from any Compliance Officer or the Region HQs. It is also available at <http://www.hsmv.state.fl.us/html/forms.html>. The form number is HSMV 86720. Per F.S. 320.27(4)(a), the renewal form, and required supporting documents, are to be submitted to the DMV Region HQs no later than April 1<sup>st</sup>. We started processing the renewals on February 15, 2010 so please submit your renewal as soon as you can. The renewal **MUST** be submitted to our Regional Office in Tampa. To renew, you must provide us with:

License renewal application form (HSMV 86720), with \$75 renewal fee for the primary location and \$50 for each supplemental location. If the completed application, all required documents, and fee are not

received for the primary location by April 30th, a \$100 delinquent fee is required for a total renewal fee of \$175. Checks must be made payable to DHSMV.

An original surety bond, original irrevocable letter of credit, or original continuation certificate of the existing bond in the amount of \$25,000 and it must cover the licensing period (May 1, 2010

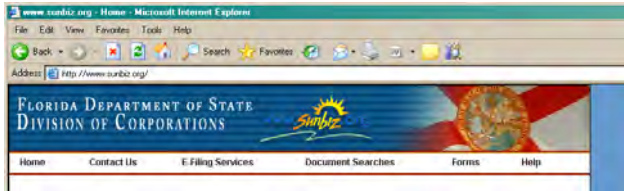
through April 30, 2011). The Dealership's Principal must sign the surety bond or Irrevocable Letter of Credit.

Proof of Garage Liability insurance policy **or** a general liability policy coupled with a business automobile policy. Either policy must include at a minimum, \$25,000 combined single limit liability coverage including bodily injury and property damage protection and \$10,000 personal injury. A Certificate of Liability Insurance or equivalent certificate which depicts the required coverage is the **only** proof of insurance we are allowed to accept. Do NOT send the policy itself or declaration pages as we CANNOT accept them. The Certificate of Liability Insurance must be signed by the

*Continued on page 3*

garage liability insurance agent and it must depict the Department of Highway Safety and Motor Vehicles as the Certificate Holder.

If the business entity, such as a Corporation, is registered with the Division of Corporations, proof that the registration is currently active must be provided. The same applies if a fictitious name (DBA) is in use. Proof can be accessed online at [www.sunbiz.org](http://www.sunbiz.org).



Independent dealers must also furnish proof (certificate of completion) that a dealer principal or a full-time employee who holds a responsible management level position has attended either the initial dealer training seminar since May 1, 2008 or has completed a Continuing Education Course within two years of their last Continuing Education Course. Information on DMV Licensed Dealer Training Schools can be found at: <http://www.flhsmv.gov/DMV/FORMS/BFO/86056.PDF#PAGE=13>.

A dealership officer or owner MUST sign the renewal application in the designated area on the bottom of the front page of the renewal form. 🚗

## Credit Card Vendor Update

Steve Colburn

The Pinellas County Tax Collector has contracted with Grant Street Group to enable our customers to use American Express™, Discover™ and MasterCard™ credit cards to pay for in-office motor vehicle and mobile home transactions. If you wish to use Grant Street Group services, please let the technician know.

Starting February 15, our credit card vendor, Grant Street Group, will no longer accept Visa™ cards for in-office motor vehicle and mobile home transactions.

If you choose to use a credit card, the vendor will add an additional 2.95% fee to your transaction.

**Please note that the Pinellas County Tax Collector does not charge a fee and does not make any money from the fees charged by the vendor.** 🚗



## Attention Mobile Home Dealers

Form UDS500, the mobile home “attachments” form, is no longer needed on title transfers. This form was forwarded to the Property Appraiser’s Office but is no longer maintained by them, as Amendment 1 virtually eliminated tangible tax assessments on mobile home attachments. 🚗

## Use of Power of Attorney Forms

Benjamin Hagenlocher

Our North County office in Clearwater has had a number of dealers, both Independent and Franchise, which have been bringing in title work where a motor vehicle auction has been appointed power of attorney for the seller and buyer on vehicles that require an odometer disclosure. As per the DMV Procedure Manual’s TL-02.II.C., Power of Attorney, an auction/dealer cannot sign for both the seller and buyer. Florida law considers motor vehicle auctions to be licensed motor vehicle dealers and per TL-09, Odometer Disclosure and Declaration Requirements, they may not sign as attorney-in-fact using a non-secure power of attorney if an odometer disclosure is required. However, a dealer can appoint an auction to sign for them as seller only.

We have also noticed a number of titles coming through with auction employees signing as seller with no power of attorney form attached. This is not acceptable, as per TL-09, Exhibit B. The Q&A’s in Exhibit E also help explain under which circumstances powers of attorney should be used. Please remember that third parties signing for purchasers should not be a dealer/auction employee.

The North County office has been returning work to the dealers when this has occurred so that the seller may sign the title or to submit a separate odometer disclosure. Unfortunately, this has caused at least one dealer to try to get the affected work processed at another office. We ask that you carefully review your title work before submitting it for processing and appreciate your cooperation. 🚗

# Motorcycle Specialty Plates

Michelle Peach

For customers who wish to purchase the Motorcycle Specialty plate, dealers will need to enter this plate request on the Application for Title (Form 82040). Place the 3-digit motorcycle plate code of MYR in section 2 of Form 82040 (see example below). The 3-digit plate code is followed by the word "NEW," that designates it is a new issuance of the plate, after which is the year of expiration your customer has paid for on the annual registration of the plate. The annual use fee for this plate is \$22.00, which is in addition to regular registration and plate fees, and includes any local county branch or service fees. 🚗

## Motorcycle - Specialty



2		MOTOR VEHICLE, MOBILE HOME OR VESSEL DESCRIPTION					
Vehicle/Vessel Identification Number		Make/Manufacturer	Year	Body	Color	Florida Title Number	
Previous State of Issue	License Plate or Vessel Registration Number	Weight	Length Ft. In.	BHP/CC	GVW/LOC	VAN USE, IF APPLICABLE <input type="checkbox"/> PASSENGER <input type="checkbox"/> OTHER	
	MYR - NEW 2010						

## Gather Go Get!

Get ready for new Florida drivers license and ID requirements

Florida is leading the nation in an effort to provide residents with an even more secure identification document. As of January 1, 2010, Floridians renewing or obtaining a new driver license/identification card will be required to show proof of 1) identification, 2) Social Security number and 3) two items of residential address.

While some may have no problem putting their fingers on these documents, it might be difficult for others. To assist Floridians with these changes, the Florida Department of Highway Safety and Motor Vehicles has launched a statewide campaign to encourage residents to gather your documents, go to a driver license office and get your new card.

For information on the full list of documents needed prior to a visit, go to [GatherGoGet.com](http://GatherGoGet.com). Here you will be able to:

- determine when you will need to visit a driver license office
- Create a personalized checklist detailing documents you will need to bring.

- obtain contact information for where to get the required documentation
- browse a list of driver license offices in your local area

When visiting a driver license office, learn what to bring and save a second trip with [GatherGoGet.com](http://GatherGoGet.com). 🚗

## Upcoming Calendar of Events

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|----------|------------------------------------|
| April 20 | Motor Vehicle Dealer Forms Seminar |
| April 21 | Vessel Dealer Forms Seminar        |
| April 22 | Mobile Home Dealer Forms Seminar   |
| May 31   | Closed for Memorial Day            |