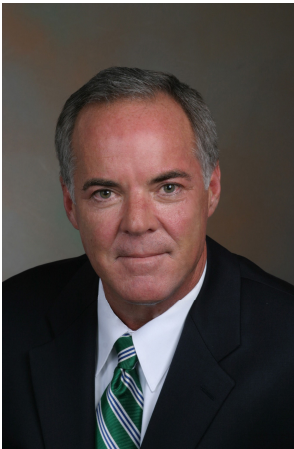


Motor Vehicle News & Views

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A Message from Doug Belden, Tax Collector



I am pleased to announce the Hillsborough County Tax Collector's office has a new addition. Mr. Jeff Cain recently joined the Tax Collector's Leadership Team as the Director of Strategic Planning & Quality Systems. He previously worked for Raymond James Financial as Vice President of Corporate Training. His purpose in our office is to expand, enhance and improve our internal and external training programs as well as to facilitate our office's pursuit of the Governor's Florida Sterling Award.

Mr. Cain has also helped us with the development of a continuous five year strategic plan to ensure we stay focused on our goal of being the best government agency in the state of Florida. We look forward to developing and implementing new and better ways to serve you.

Kindest Regards, *Doug*

We've got your help numbers

Tallahassee

DMV Help Desk

(850) 922-9000

Local Dealership Hotline

(813) 612-6719

Local DMV

(813) 740-4288

Motor Carrier Services

(813) 740-4300

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Vehicle Identification Number Corrections

By: Odette Brencons & Sheryl Every

Did you know that if the vehicle identification number (VIN) is wrong on the face of the Florida title that the only way to correct this is through the local Bureau of Field Operations? In order for the VIN to be corrected, you must go to the BFO for them to verify the VIN on the vehicle. If it is an obvious error that can be checked with the NATB book or VIN edit, then the BFO will issue a letter on letterhead indicating what the correct VIN should be and authorizing the Tax Collector's Office to make the correction.

When the VIN is incorrect on an out of state title, one of the following must be submitted:

- An original letter on letterhead from the out of state DMV indicating what the incorrect VIN is and what the correct VIN should be.
- A corrected title from the state that issued the title where the error was made.

For further explanation, please refer to TL-04 page 5 in the DMV procedures manual.

Tax Liens

by: Tempest Brown

Per Florida Statute 320.19 when a license tax is not paid on a mobile home a first lien may be placed by the Tax Collector against the vehicle to collect that tax. This lien will be considered superior or as a first lien. If the license tax remains unpaid for more than 30 days, the department may enforce the lien by issuance of a tax warrant. The sheriff or other person to whom the warrant is directed shall proceed with the warrant as prescribed by law for execution against the property.

The tax lien can only be placed against a mobile home that is required to be issued a mobile home decal and would not apply to real property or those taxed as tangible personal property.

To place the lien, the Tax Collector must have already notified the owner that the fees are due and that a lien may be placed against the mobile home if they are not paid.

News & Views seeks your email address.

We would like the email addresses of specific title clerks, managers and others that would like to receive the quarterly newsletter via email.

Please provide email addresses to newsand-views@hillstax.org.

Body Change/Alteration when MCO presented

by: Tempest Brown

If a vehicle's body has been altered or changed (prior to making application for original certificate of title) the following forms are required in addition to the form HSMV 82040 (application for original title):

- completed form HSMV 82100, Affidavit for Change/Alteration of Body, showing the type of body which was installed on the vehicle
- completed form HSMV 82105, Certified Official Weight Affidavit or a certified weight slip from any business with official scales

Dealerships Authorized to Place Registration Stops.....

by Durelle Freid

An unpaid fee (UF) (failure to pay dealer for registration) is a stop that is placed against a particular registration where the owner failed to pay the dealer for an original or transfer of registration. It will prevent any registration activity until the stop is cleared. The stop is placed by the Department of Motor Vehicles (DMV), but with proper documentation the stop may be removed by the tax collector's office.

To Place a Stop: Request must be made to the department in writing, on the dealership's letterhead and signed by an authorized agent of the dealership. Notification must include the vehicle identification number, the license plate number, the name and driver license number of the customer, the amount owed and proof that the title and registration fees were separated on or from the invoice. The dealership must maintain signed evidence that the owner or co-owner acknowledged the dealer's authority to submit the list to the department if he or she failed to pay and must note the amount for which the owner or co-owner would be responsible for the vehicle registration. The notification

must then be mailed to: Division of Motor Vehicle, Attn: Assistant Chief, Registration Program, MS# 68, Neil Kirkman Bldg., Tallahassee, FL 32399

To Remove a Stop: The request to remove the stop must be submitted to the tax collectors office in writing on the dealership's letterhead and signed by an authorized agent of the dealership. The request must include the vehicle identification number, the license plate number, the name and driver license number of the customer and the amount paid.

To Dispute a Registration Stop for Unpaid Fees: The customer may submit a completed HSMV 82078 form, Notification of Dispute of Registration Fees Paid to a Dealer for a Motor Vehicle, along with documented proof that the fees have been paid to the dealer. The completed form must be mailed to the same address listed above for placing stops. It will be reviewed by the department and if found to be in order, the stop will be removed. For further information, please refer to RS-50 pages 5 & 6 in the DHSMV procedure manual.

Redesigned Florida Certificate of Title

By: Ann Murray

With a revision date of December 2005, Florida's Certificate of Title has been redesigned. Please be aware of changes to the title paper which include the following:

The bar code has been removed from the face of the title.

The application for title has been removed from the reverse side of the title which allows more room in the dealer reassignment areas.

A notice of sale is provided on the reverse side of the lien satisfaction which is located on the upper perforated portion of the title.

Issuance of the new titles will start in January 2006. The print format on the face of the certificate of title will change after the reverse side has been implemented.

This second phase of changes will include the following:

The description boxes will be modified and moved to

the left side of the title.

The lien satisfaction will be moved beside the description boxes.

The language in the Transfer of title by Seller portion of the title will be modified to show state law requirements.

The seller information will be separated from the purchaser information.

Information tips will be added to the perforated lien satisfaction portion of the face of the title.

If you are making title application for a purchaser on one of the new titles, complete form HSMV82040. For more information concerning these upcoming changes, log on to the web address: <http://www.hsmv.state.fl.us/html/titlinf.html>.

Vehicles Affected by Katrina, Rita and Wilma

by: Rosemary Johnson



As you can imagine, there were many vehicles and vessels affected by Hurricanes Katrina, Rita and Wilma. The National Insurance Crime Bureau (NICB) has compiled a database of vehicles and vessels involved. Since the information was gathered from a number of resources, including insurance companies, salvage yards and state and local authorities, there is no guarantee of the accuracy of information nor does the database indicate the extent of the damage if any. The database is not inclusive of all vehicles affected. Anyone is allowed to check vehicle identifi-

cation numbers (VINs) and hull identification numbers (HINs) free of charge at the following link: www.nicb.org. You may go to the department's website at: www.hsmv.state.fl.us and click on "For Information on Hurricane Affected Vehicles & Vessels Click Here." It is recommended that these vehicles or vessels are thoroughly inspected by a competent mechanic prior to further use.

The Department of Highway Safety and Motor Vehicles was notified by State Farm Insurance and the Attorney General's Office that total loss claims had been paid to customers for their vehicles, but the vehicles had not been properly branded as required by law. Therefore an "EXAM" stop has been placed on the vehicle information system for these vehicles. Title applicants will be referred to the local BFO for vehicle inspection, affixing of the rebuilt decal and issuance of a corrected title at no charge showing

"Rebuilt".

The selling dealer for one of these State Farm total loss vehicles will need to contact the purchaser for a new application disclosing the rebuilt brand. The vehicle will also need to be taken to the BFO for an inspection and a rebuilt decal affixed.

Before one of these traded vehicles can be marked sold, the dealer must take the vehicle to the local BFO to have the vehicle inspected and a REBUILT decal affixed. The dealer will then need to take title in their name before offering it for sale.

All Title Corrections should be done at the BFO with the EXCEPTION of the sub-office located in Titusville, as they are unable to process titles. In this case the title correction will need to be done at the county office. There is no charge for the title correction including fast title fees, if applicable.



From the desk of Robert J. Priselac

This past year we have seen a growing trend relying more on Information Technology in every facet of customer interaction including marketing, sales, operations, support and security. At both the state and county level, departments are also looking toward IT as the solution to increase services, reduce cost and prepare for the changing industry demands.

The Electronic Filing System (EFS) was on the threshold of IT solutions for title and registration when it started in 1996. Now with new demands like laser printing of forms, national security concerns and much more, CVR continues in our commitment to "World Class Service" with the goal to exceed requirements and expectations.

When CVR conducted the first EFS transaction in partnership

with the Florida Tax Collectors, there were only a few states providing the electronic solution. Today CVR in partnership with State and Local Government is providing the electronic solution to Arkansas, California, Connecticut, Delaware, Idaho, Illinois, Maryland, Massachusetts, Michigan, Mississippi, New Jersey, North Carolina, Oregon, Pennsylvania, South Carolina, Tennessee, Texas, Virginia, West Virginia, and Wisconsin in addition to Florida. Currently in development is Minnesota and New York, and we are also in discussions with other states.

Nationwide, the EFS solution serves new and used car dealers, vessel, fleet and rental car companies, salvage and auctions, title lien and financial institutions and much more. In many cases, the application is interfaced with their Dealers Management System which makes the process one that reduces errors and increases operational efficiency, under the governance of the County Tax Collectors and/or the State Agency.

In Florida, we are processing nearly 700,000 transactions a year

and growing. In Hillsborough alone, nearly 40,000 transactions are conducted through the electronic process each year. The EFS process is currently being enhanced to meet the industry changes and add additional processes to protect the customers. For example, EFS transactions will be checking the NMVITS Data Base through DMV for branded used vehicles. This is especially important with so many damaged vehicles due to the hurricanes that hit the Nation this past year. Plus the sooner a vehicle is registered, the sooner law enforcement can identify the owner of the vehicle. With the electronic process, this can be done at point of sale. Car dealers are seeing additional cost associated with Floor planning and the sooner the lien receipt is obtained, the less cost to the dealership. EFS enables the dealer to obtain funding sooner by printing the receipt in the Title Clerks office.

On behalf of the CVR Team, we appreciate the partnership with the Tax Collectors Office and the Dealers we serve.

TORI'S TIDBITS

by: Tori Sydnor

Power of Attorney:

If a power of attorney appoints two people joined by "and" and states the appointees can act jointly and independently as attorney-in-fact, only one signature would be required. The reason—this verbiage specifically states individually and jointly, therefore, the signature requirement could be from one or both.

Law Enforcement Officers as Notaries:

Florida law provides that certain law enforcement officers or correctional officers may act as notaries in some instances. These officers are limited in what

they are authorized to do; they may only administer oaths "when engaged in the performance of official duties." For example, if engaged in conducting an investigation, the officer may take sworn statements from witnesses.

This law is applicable to the following officers: Law enforcement, correctional, correctional probation, traffic accident investigation and traffic infraction enforcement. The law does not authorize these officers to take acknowledgments, to make attested photocopies, or to solemnize marriage, nor are they permitted to notarize their own signatures.

DMV, Bureau of Field Operations (BFO)

By Gary Konopka

Compliance Officer Gordon Mann has retired after 15 years of faithful service. Compliance Officers Marguerite Jones has been reassigned to Pinellas County, Michael Cromartie and Richard Pugh are completing their training and will be assigned to areas within Hillsborough County.

All independent motor vehicle dealer licenses expire on April 30th. Although local Bureau of Field Operations normally sends out renewal reminders, the dealer is in fact responsible for renewing their license. Non-receipt of the renewal letter is not an acceptable excuse for failure to renew. The renewal form is available from any Compliance Officer or the BFO office. It is also available on the DMV Internet page www.hsmv.state.fl.us/html/forms.html. Changed this year is the requirement that renewals must be accompanied by a copy of the garage liability insurance policy or certificate of insurance.

The BFO office now has a new computer system which will issue and mail dealer licenses. All franchise dealer initial and renewal license actions have been issued in the new system. All independent dealer initial and renewal license activities will be processed in this system. New Dealer License numbers issued by the system are now

seven digits and the check digit is being replaced by a PIN number. If a dealer needs to have their PIN number changed, they can write a letter of request on dealership letterhead to the Dealer License Section at the BFO office. This is done at no charge. The letter must be signed by a dealership principle. The dealership principle is either the owner, a partner, an officer of the corporation or a director. If a dealer misplaces or cannot recall their PIN number, they can write a letter to the BFO office and request it. Again the letter must be on dealership letterhead and it must be signed by a dealership principle.

All independent motor vehicle dealers are now required to complete eight hours of continuing education through the licensed Dealer Training Schools every two years commencing with 2006. The approved schools are:

Florida Independent Automobile Dealers Association
www.fiada.com/education.aspx (888) 587-0004

Advanced Dealer Training Institute www.mvdti.com/mvframe.html (561) 791-9511

Florida Auto Dealer School
www.floridaautodealerschool.com/ (727) 538-5047

Golf Cart Conversions

By Tori Sydnor

If you find the rules for golf cart conversion confusing, the following questions and answers were made to order for you.

Question: When a golf cart is converted to a low-speed vehicle, what documentation must be submitted to the local BFO to obtain approval for the change?

Answer: Proof of ownership (MCO or Bill of Sale), a Statement of Builder form, the original bills of sale for all parts used to convert the golf cart and an application for title. If the customer has complied with providing the correct documents to a compliance examiner and it passes inspection, the compliance examiner will assign a FLA identification number to the vehicle.

Question: Must the retailer have a dealer's license to sell converted golf carts (low speed vehicles)?

Answer: Yes, if the golf cart was sold as a converted low speed vehicle. However, if sold as a regular golf cart and then converted after the sale, a license would not be required.

Questions: What body type should be selected if the low speed vehicle is a six passenger?

Answer: Currently (due to programming), the only choices are 2P or 4P; select 4P until programming is complete.

Question: What body type must be selected for a low speed vehicle?

Answer: Either 2P or 4P must be selected.

Question: What is the top speed at which low speed vehicles are allowed to travel? **Answer:** 25 MPH





The Tampa Bay Lightning hockey license plate was enacted in June, 1995. To date over ten thousand license plates have been issued.

Of the \$25.00 specialty fees 55% is distributed to the Professional Sports Development Trust Fund and 45% is distributed to the Florida Sports Foundation.

Each year this specialty license

plate program generates over \$250,000 for local youth charities and supports major and regional sports events throughout Florida. The Florida Sports Foundation is charged with the promotion and development of professional, amateur, recreational sports and physical fitness opportunities that produce a thriving Florida sports industry and environment. Each of

Florida's nine professional sports teams encourages you to purchase the specialty sports license plate of your choice. For more info contact 850-488-8347 or www.flasports.com



Have You Satisfied Your Continuing Education Requirements???

By: S. Allen Monello, D.P.A. FIADA Director of Education and Dealer Services

Before you know it, the renewal deadline for Independent dealers will have passed. If you became a dealer before May 1 of 2004, you must complete eight hours of continuing education requirements before you may renew your license this year. When you submit your renewal application to the DMV, it must include a certificate from a DMV-licensed school, proving you completed an approved continuing education course.

The Florida Independent Automobile Dealers Association (FIADA) provides Independent dealers with three choices to satisfy continuing education requirements. First, you may take a classroom course entitled "Dealer Operations" at several locations throughout the state. Second, you may attend a Title and Registration seminar offered in various locations throughout the state. Or third, you may satisfy the continuing education requirements by taking the Dealer Operations course online. To find a convenient location near you or to learn more about the online course, please log on to www.fiada.com or call the FIADA at 1-888-587-0004.

The FIADA has received many high evaluations from dealers who have attended these programs. Many favorable comments were received from both the Dealer Operations and Title and Registration courses. The online program also has had a great response – as of this writing, 329 dealers have enrolled, and the dealer satisfaction level is high.

Some dealers were reluctant at first to participate in the online program because they weren't sure how difficult it would be. To their surprise, they found the website easy to navigate and extremely convenient. Although there were a couple of bugs that needed to be worked out, the program was streamlined and is very user friendly.

Taking continuing education online is not for everybody; some dealers still prefer the live interaction with an instructor and other dealers. However, if you want to avoid taking time away from your business, or you want to be able to take this course in the evenings, on weekends, or whenever it is best for you, then online is the way to go. Remember, you do not have to stay online for the entire eight hours; you may download each module, read it at your convenience, then go back online and answer some questions. You may take up to 90 days to complete the course (assuming you begin 90 days before you must renew your license).

Whatever course you plan to attend, please do so as soon as possible. DMV cannot guarantee that your license will be renewed by May 1 if you do not get your application submitted on time. Call the FIADA at 1-888-587-0004 or log on to www.fiada.com and enroll in a class today. May 1 is just around the corner.