



MAMA BEAR TAG & TITLE
(954)397-6985
mamabeartag@yahoo.com

DATE _____

COVER SHEET

YEAR: _____

MAKE: _____

VIN#: _____

APPLICANT NAME: _____

Joint applicants joined by: And ____ Or ____

DEALER NAME: _____

DEALER PHONE#: _____ EMAIL: _____

TRANSACTION TYPE: PURCHASE (TEMP TAG) ____ PURCHASE (NO TEMP TAG) ____

PLATE TYPE: NEW ____ TRANSFER ____

LIENHOLDER: YES ____ NO ____

MAIL COMPLETED REGISTRATION TO: CUSTOMER ____ DEALER ____

ADDRESS: _____

MAKE CHECK PAYABLE TO MAMA BEAR TAG & TITLE

Mail Check to:

1125 SE STEWART RD
PORT ST LUCIE, FL 34952

Please include this cover page with your submitted paperwork.

If requesting an overnight delivery such as Fedex or UPS please include an overnight label.



MAMA BEAR TAG & TITLE
(954)397-6985
mamabeartag@yahoo.com

RETAIL CHECK LIST

Collect all of the documents listed below.
Appropriate forms are attached.

- ☐ Copy of Bill of Sale.
- ☐ Copy of retail contract.
- ☐ 2 original, signed Power of Attorney (POA).
- ☐ Color copy of driver license of each applicant.
- ☐ Proof of Florida insurance with the new vehicle added. In lieu of the current insurance card a Florida Insurance Affidavit can be submitted in its place guaranteeing insurance will be purchased within 30 days of purchase.
- ☐ Copy of registration. Only the owners listed on the registration can transfer the plate to the new vehicle. If not listed, new plates will be issued. Please be aware if the plate is switching plate class from lease to retail the metal impact fee will be charged automatically, \$225.
- ☐ If the vehicle is pre-owned, a used car title, an original vehicle vin inspection is required. If vehicle is out of state, vin inspections can only be performed by an officer. If vehicle is in Florida, please review the form on whom can perform the inspection.
- ☐ Original proof of Reciprocal Tax paid. This form can only be submitted if your state is reciprocal with the state of Florida. If not reciprocal, taxes are due at the time of registration.
- ☐ Mama Bear Power of Attorney. This allows Mama Bear Tag & Title to legally execute reassignments on forms, titles, and/or MSO, affidavit of corrections and odometer on behalf of your dealership.
- ☐ Original MSO or Use Car Title. Send any other supporting documents such as reassignment, affidavit, etc.
- ☐ Vehicle color: _____
- ☐ Original, signed odometer statement
- ☐ Lienholder Assignment Form

Side Note: Any applicants that are a trust or a business. They must submit a copy of their trust agreement and/or their corporation documents; this can be found in the Florida Sunbiz Business Search website.

www.flhsmv.gov/offices/

VEHICLE IDENTIFICATION NUMBER AND ODOMETER VERIFICATION

PART A - OWNER'S VEHICLE IDENTIFICATION AFFIDAVIT AND ODOMETER DECLARATION

(Completion of this part requires a physical inspection of the vehicle by the owner)

AFFIDAVIT:

DATE: _____

This is to certify that I, the undersigned, am the lawful owner of the motor vehicle described on this form and that I have, on the date entered above, made a physical inspection of the motor vehicle and have recorded the vehicle identification number and other identification information and the odometer reading and certification in the spaces provided on this form.

VEHICLE IDENTIFICATION (MOTOR NUMBER ALL MAKES THROUGH 1954 - IDENTIFICATION NUMBER 1955 AND LATER)

Vehicle Identification Number	Year	Make	Color	Body	Previous State Vehicle Titled In
-------------------------------	------	------	-------	------	----------------------------------

ODOMETER DECLARATION

WARNING: Federal and State law require that you state the mileage in connection with an application for a Certificate of Title. Failure to complete or providing a false statement may result in fines and/or imprisonment.

I/WE STATE THAT THIS ☐ 5 OR ☐ 6 DIGIT ODOMETER NOW READS ,.XX (NO TENTHS)

MILES, DATE READ _____/_____/_____ AND I/WE HEREBY CERTIFY THAT TO THE BEST OF MY KNOWLEDGE
THE ODOMETER READING:

☐ 1. reflects ACTUAL MILEAGE. ☐ 2. is IN EXCESS OF ITS MECHANICAL LIMITS. ☐ 3. is NOT THE ACTUAL MILEAGE.

UNDER PENALTY OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING DOCUMENT AND THAT THE FACTS STATED IN IT ARE TRUE.

(Owner/ Purchaser Signature)

Printed name

(Seller's Signature)

Printed name

PART B – VERIFICATION OF THE VEHICLE IDENTIFICATION NUMBER

This section requires a physical inspection under the windshield and in the door jamb to verify the vehicle identification number (VIN) for the motor vehicle described in this form. If the motor vehicle was manufactured prior to 1955, the motor number must be verified. If the verification is performed by someone other than a Notary, the VIN verification can be performed by a Florida Licensed Dealer, Law Enforcement Officer, Military Police Officer, or Florida Compliance Examiner/Inspector (Division of Motorist Services/Tax Collector employee). Complete this section on all used motor vehicles, including trailers, (with abbreviation of "TL" with a weight of 2,000 pounds or more) not currently titled in Florida.

I, the undersigned, certify that I have physically inspected the above described vehicle and find the vehicle identification number under the windshield and in the door jamb to be identical to the vehicle identification number recorded on this form.

UNDER PENALTY OF PERJURY, I DECLARE THAT I HAVE READ THE FOREGOING DOCUMENT AND THAT THE FACTS STATED IN IT ARE TRUE.

Date: _____

(Seal)

Commissioned Name of Florida Notary: _____ Notary's Signature: _____
(Print, Type or Stamp)

If other than a Notary, check the box below that applies, and sign and complete the corresponding fields. Verified by:

☐ Florida Compliance Examiner/
Inspector(DMS/TC Employee)☐ Military Police Officer/
Law Enforcement Officer☐ Florida Licensed Dealer

Signature: _____ Printed Name: _____

Florida Compliance Examiner/Inspector Name: _____ Badge or ID #: _____

Law Enforcement Agency Name: _____ LEO Badge #: _____

Florida Dealer Name: _____ Florida Dealer #: _____

◆ NOTICE: ANY ALTERATION OR ERASURE MAY VOID THIS DOCUMENT ◆

WHO IS AUTHORIZED TO COMPLETE THIS FORM?

ANY PERSON OR AUTHORIZED AGENT OF ANY PERSON REQUIRED TO MAKE APPLICATION FOR CERTIFICATE OF TITLE AND/OR REGISTRATION.

WHEN SHOULD THIS FORM BE COMPLETED?

ON ALL USED MOTOR VEHICLES, INCLUDING TRAILERS NOT CURRENTLY TITLED IN FLORIDA, WITH A NET WEIGHT OF 2,000 POUNDS OR MORE.

WHEN SHOULD THIS FORM NOT BE COMPLETED?

WHEN CERTIFICATE OF TITLE IS BEING APPLIED FOR ON ONE OF THE FOLLOWING:

1. NEW MOTOR VEHICLE, REGARDLESS OF WHETHER PURCHASED IN FLORIDA OR OUT OF-STATE
2. MOBILE HOME
3. TRAILER OR SEMITRAILER WITH A NET WEIGHT OF LESS THAN 2,000 POUNDS
4. TRAILER TYPE RECREATIONAL VEHICLE (TRAVEL TRAILERS AND CAMP TRAILERS)
5. OFF-HIGHWAY VEHICLE

Visit the following website for current mailing addresses <http://www.flhsmv.gov/offices/>

FLORIDA INSURANCE AFFIDAVIT

Under penalty of perjury, I _____ certify that I have
(Name of Insured)

Personal Injury Protection, Property Damage Liability, and, when required, Bodily Injury Liability

Insurance currently in effect with _____ under
(Name of Insurance Company)

_____ covering the following motor vehicle:
(Policy Number) Company Code Number (5 digits)

Year Make Vehicle Identification Number

This insurance company is licensed to issue insurance policies in Florida. I understand that my driver license, license plate(s) and registration(s) will be suspended effective from the registration date, if the insurer denies that this policy is in force.

Signature of Insured

WARNING: GIVING FALSE INFORMATION IN ORDER TO OBTAIN A VEHICLE REGISTRATION CERTIFICATE IS A CRIMINAL OFFENSE UNDER FLORIDA LAW. ANYONE GIVING FALSE INFORMATION ON THIS AFFIDAVIT IS SUBJECT TO PROSECUTION.



MAMA BEAR TAG & TITLE
(954)397-6985
mamabeartag@yahoo.com

LIENHOLDER ASSIGNMENT

Please check the most accurate finance type:

- ☐ Cash Deal (Deal is paid in full and there is no lienholder to be recorded)
- ☐ Outside Leasing (i.e. credit union)
- ☐ Financed
- ☐ Leased Name of Leasing Company and address _____

Lienholder Information:

Please clearly enter the lienholder information that will appear on the new title. Please note the lienholder name must match with the information completed on the back of title and/or MSO.

- ☐ None. No lienholder will be recorded on title.

Name: _____

Address: _____

FL ELT Number: _____

I acknowledge that it is the dealer's responsibility to provide accurate lienholder information such as name and address. I have verified this information prior to submitting to Mama Bear Tag & Title. The title will reflect with the box that was marked.

Print Dealer Name

Dealer Signature

Date

LIMITED POWER OF ATTORNEY

Dealership/Agency

The Limited Power of Attorney is made and effective this ____ day of _____, 20 ____.

BETWEEN

_____ located at _____
Dealership Name Dealership Address

AND

Mama Bear Tag & Title, LLC c/o Authorized Appointee, _____
on behalf of a corporation organized and existing under the laws of the State of Florida, with its
office located at 1125 SE Stewart Rd Port St Lucie, FL 34952.

The undersigned does hereby name and appoint authorized appointee at Mama Bear Tag & Title, LLC to act as our Agent. To sign reassignments on forms, titles and/or MSO/MCO, Affidavit of Correction and Odometer Statements that may be necessary to secure a motor vehicle title and registration for the following described vehicle:

Year: _____ Make: _____ Model: _____

VIN#: _____

Dealership further agrees to hold harmless the governing Department of Motor Vehicles, its officers and employees from any claim arising out of or in connection to the issuance of motor vehicle title and registration for this vehicle related to these signatures. This Limited Power of Attorney shall be in full force and effect until the vehicle is properly titled and/or registered.

The following signature is an authorized representative of _____
Dealership Name

Agent's Signature Print Name and Title

Sworn to (or affirmed) and subscribed before me the _____ day of _____ 20 ____

Notary Signature

LIMITED POWER OF ATTORNEY

Motor Vehicle

The Limited Power of Attorney is made and effective this ____ day of _____, 20 ____.

BETWEEN

_____ and _____
Applicant Name Co-Applicant Name

who resides at the following address _____

AND

Authorized Appointee on behalf of Mama Bear Tag & Title, LLC (the "Attorney-in-Fact")
a corporation organized and existing under the laws of the State of Florida, with its office located
at 1125 SE Stewart Rd Port St Lucie, FL 34952.

The undersigned does/do hereby make, constitute, and appoint the corporation c/o their
authorized appointee their true and lawful Attorney-in-Fact to represent them with respect to the
following described vehicle:

Year: _____ Make: _____ Model: _____

VIN#: _____

Attorney-in-Fact is authorized to sign and act for the Client/s to apply for an original or
replacement Certificate of Title, to register, transfer title and record a lien(s), if applicable, to
said vehicle and to perform on the Client's/s' behalf any act or thing whatsoever concerning the
described vehicle in every respect as if the Client/s could do if personally present and for no
other purposes whatsoever. The Attorney-in-Fact is further authorized to collect information
regarding titling and/or registration, such as but not limited to the original/copies of the
registration, plates, title and or receipts for the transaction, that may be covered under any
applicable state or federal privacy act/law.

This Limited Power of Attorney shall be in full force and effect until such time as the vehicle is
properly titled and/or registered and the receipts or copies of the receipts have been obtained by
Mama Bear Tag & Title, LLC.

In witness whereof, the Client/s, under penalties of perjury, declare/s that they have read and
acknowledged the foregoing (document) ___ by physical presence or ___ online presence, and that
the facts stated in it are true and correct.

This Agreement is hereby executed on the date first above written.

Applicant Signature

Co-Applicant Signature

State of: _____

County of: _____

Produced Identification ____ or Personally Known ____

Type of Identification Produced _____

Sworn to (or affirmed) and subscribed before me the _____ day of _____ 20 ____
by _____ (name of person acknowledging).

Notary Signature

Print Name of Notary

(SEAL)

Authorized Appointee on behalf of Mama Bear Tag & Title, LLC office use only

Authorized Appointee Name is _____, Title Clerk

Under penalties of perjury, I declare that I have read the foregoing (document) on this _____ day of _____, 20____ that the facts stated in it are true and correct and that I am an authorized representative of Mama Bear Tag & Tile, LLC.

This document is executed and signed by the authorized appointee _____
Signature of Appointee



MAMA BEAR TAG & TITLE
(954)397-6985
mamabeartag@yahoo.com

FLORIDA STATE FEES GUIDE

This fee chart **does not** include the Mama Bear Service Fee

Please use this chart as a reference.

Original Title & Transfer Plate: \$250
Original Title & New Plate: \$400
Used Car Title & Transfer: \$250
Used Car Title & New Plate: \$400
Lease Title & New Plate: \$250
Lease Title & Transfer Plate: \$180
Tag Agency Fee: \$15

The taxes payable to Florida	
Transaction Type Fee	
Tag Agency Fee	\$15.00
Mama Bear handling and processing Fee	\$95.00
Make check payable to Mama Bear Tag & Title for this amount	

Disclaimer:

Florida is a 6% sale tax state. County tax rate varies on the county. Please review the 2022 County Sale Tax rate file to calculate the correct tax. Please review the FL TIP file to ensure your out-of-state purchase is reciprocal to Florida. Transfers must be completed within 30 days of the date of purchase; a \$20 late fee be charged.

Weight of the vehicle, title class, and applicant's birthday (registration renewal) does affect the cost of the transfer.

Tax Information Snapshot

Snapshot of a Purchase

Tax Rate: 6% State Sales Tax Rate
1% County Tax Rate
Trade-In Credit: Yes
Additional Information: The county tax applies to the first \$5,000.00 on the sales amount of a purchased vehicle. Trade-in credit can only be granted on those vehicles that are legally owned by the applicant(s), i.e. titled in the applicant(s) name(s). Trade-in credit is not granted toward vehicles that were previously leased and turned in at the end of the lease term.

Snapshot of a Lease

Taxes Are Due: Monthly
Tax Rate: 6% State Sales Tax Rate
1% County Tax Rate
Taxable Value: (Lease term x Base Monthly Payment) + Capitalized Cost Reduction
Trade-In Credit: Yes
Additional Information: The county tax applies to the first \$5,000.00 on the taxable value of a leased vehicle. Credit for Trade-in is only allowed if previous vehicle is titled in the name of the Lessee. Credit for Rebates are not allowed. Note: Trade-in credit is not granted toward vehicles that were previously leased and turned in at the end of the lease term. Additionally, contacting the Lessor to confirm this tax rate will ensure the funding of your lease contract.

Disclaimer:

This snapshot was provided by Interstate Nationwide.