

How to fill out a Florida title

Certificate of Title · 11 of 12 boxes are the seller's · rules as of 2026-08-23

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</forms/florida/certificate-of-title/>

This sheet is not the title. It is the checklist to keep beside one. Two blanks turn a signed title into an open title, and Florida will not process one: the buyer's name and the selling price. TL-11 asks for the block to be completed in full, with printed name and signature for each seller and each buyer. It also says not to reject an application where the printed name is typed or stamped rather than handwritten - but to reject it where the printed name is blank.

Who has to sign

Every owner, where the names are joined by “and”	All of them sign, or one of them holds a power of attorney for the others.
Either owner, where the names are joined by “or”	One signature is a proper endorsement. Section 319.22(2)(a)1.a. calls it joint tenancy and gives each co-owner the absolute right to dispose of the vehicle.
The buyer	Signs and prints their name in the same block, acknowledging the mileage you disclosed. That acknowledgment is theirs to give, not yours to write in.
A notary	Nobody. TL-11: notarisation is not required in the Transfer of Title by Seller section on the Florida title even if there is a place for notarisation.
An attorney-in-fact	Can sign for you on HSMV 82053, and can complete the odometer disclosure as buyer or as seller - but never as both.
A surviving spouse	Uses HSMV 82152 to take a deceased co-owner's name off, and Florida charges no title fee for it.

Every box, in the order you meet it

#	WHO	BOX	WHAT GOES IN IT
1	YOU	First, find out whether you have a title at all	Check whether the department holds your title electronically. If it does, there is no paper certificate and nothing on this page gets signed - the transfer happens on HSMV 82994 at the counter. Watch out: This is the step that decides the shape of the whole sale. An electronic title means the buyer has to come with you, in person, with photo identification. Finding that out on the day of the sale rather than a week before is how private sales fall apart.
2	YOU	The buyer's printed name	The full legal name of the person buying the car, legible, inside the Transfer of Title by Seller block. Watch out: Leave it blank and you have created an open title. TL-11 defines one as a certificate submitted for transfer without the purchaser's name being legibly shown anywhere in this section, and the clerk circles the gap and stamps the title so every future agency knows.
3	YOU	The buyer's address	Where the buyer lives, copied off the identification you have just been shown rather than off the message they sent you. Watch out: Check it against their licence while they are standing there. FLHSMV tells buyers to verify the seller's identification against the name on the title, and the check runs just as well in the other direction.
4	YOU	The selling price	The actual figure. Section 319.22(4) says no title shall be accepted for transfer unless the sales price is entered in the appropriately labelled place by the seller. Watch out: Do not write over it if the number changes. An altered purchase price forces the buyer to produce an original or certified bill of sale signed by both of you, with the buyer's name, the price and a full description of the vehicle on it.
5	YOU	The date of sale	The day possession changes hands. Both thirty-day clocks start here. Watch out: Yours is the notice of sale. Theirs is the title application, and the penalty for missing it lands on them - a \$20 fee under section 319.23(6)(a), charged in addition to everything else.
6	YOU	The odometer reading, in whole miles	Current mileage with no tenths, the date you read it, and one of three boxes: reflects actual mileage, in excess of its mechanical limits, or not the actual mileage. Watch out: In excess of mechanical limits is for a five-digit odometer that has rolled past 99,999. It is not a way of saying the number looks high, and ticking the wrong one of the three is a federal odometer statement made falsely.
7	YOU	Whether the car is exempt from that reading	A 2010-or-older car is exempt after ten years; a 2011-or-newer car after twenty. Exempt means the mileage line may be left blank. Watch out: It does not mean the block may be left blank. The department's procedure is explicit that the seller must always sign and print their name here, along with the selling price and the printed name of the purchaser, whether an odometer reading is shown or not.
8	YOU	Your signature and your printed name	Both, for every owner the certificate names. The printed name may be typed or stamped; it may not be missing. Watch out: No notary. TL-11 says notarisation is not required in this section even if there is a place for it printed on your certificate, and a notary block on an older title is not an instruction.

#	WHO	BOX	WHAT GOES IN IT
9	BUYER	The buyer's signature and printed name	The buyer signs the same block to acknowledge the mileage you disclosed. Watch out: Section 319.225(5) forbids the same person signing as transferor and transferee in one transaction. If the buyer cannot be there, that is what the power of attorney is for - and it can cover one side of the disclosure, never both.
10	YOU	Turn it over and look for the Notice of Sale section	Florida prints a Notice of Sale of Motor Vehicle, Mobile Home, or Vessel section on the reverse of the certificate. Completing it is one of the two accepted ways of giving the department your thirty-day notice. Watch out: The other is HSMV 82050 at a motor vehicle service center. Whichever route you take, do it - this is the step that ends your civil liability for what the buyer does with the car.
11	YOU	Take the plate off before the car goes	The registration plate is issued to you, not to the vehicle, and section 320.0609(2)(a) says the owner shall remove it and either return it or transfer it to a replacement vehicle. Watch out: If you are moving out of Florida, or cancelling the insurance tied to that plate, FLHSMV says the tag must be surrendered to a motor vehicle service center rather than kept in a drawer.
12	YOU	Hand over what the buyer needs, and keep a copy	The completed certificate, and a bill of sale if there was any correction to the price or the name. Watch out: HSMV 82050 doubles as the bill of sale when the seller and the purchaser both complete it, which is why it is worth filling in fully rather than only the seller's half.

Before you pick up the pen

- **No notary** — The most persistent piece of wrong advice in Florida. The department says it twice in one procedure - once about the title and once about a manufacturer's statement of origin - and both times it adds that a printed space for it changes nothing.
- **Nothing crossed out** — The reassignment forms say any alteration or erasure voids the assignment. A correction on a certificate costs an affidavit at best and a duplicate title at worst.
- **Print as well as sign** — Every signature line in this set has a printed-name line beside it. A blank printed name is a rejection; a typed or stamped one is not.
- **Whole miles, no tenths** — Every Florida odometer block says it in the label. The .xx is printed on the form for a reason.
- **The price goes on the title, not just in the bank transfer** — It is a statutory condition of the transfer being accepted, and it is the seller's job rather than the buyer's.
- **Read the line above your signature** — Under penalties of perjury, I declare that I have read the foregoing document and that the facts stated in it are true. It is on all thirteen forms here.

Every rule here is transcribed from FLHSMV Motor Vehicle Procedure Manual TL-11, Transfer of Florida Certificate of Title and the Florida Department of Highway Safety and Motor Vehicles's own pages. Plain-language help with a form, not legal advice — where our wording and the agency's differ, theirs governs.