



INFORMATION NOTICE

DIVISION OF MOTORIST SERVICES

Dave Kerner, Executive Director

DATE: 02/20/25	Information Notice (INFO) INFO 25-003
SUBJECT: Authorization to Issue a Florida Certificate of Title for a Mobile Home	

Overview:

The Florida Department of Highway Safety and Motor Vehicles (FLHSMV) is updating the process for obtaining a Certificate of Title for untitled mobile homes. Currently, Florida residents who purchase a mobile home can encounter scenarios where the mobile home was never titled, or the mobile home was sold one or more times without the proper transfer of title and the customer must seek a court order to establish lawful ownership and obtain the title. This process offers an alternative to requiring judicial intervention for title issuance as allowed by section 319.28(2)(c), Florida Statutes, that provides the FLHSMV authority to issue a title if “sufficient” evidence is presented to establish ownership.

Details:

Customers requesting a title for a mobile home who cannot present the documentation required for standard proof of ownership or a Florida court order directing the issuance of the title can be referred to FLHSMV for review and determination of lawful ownership. This documentation can be presented at a Regional Office or submitted by email to MHDocumentReview@flhsmv.gov.

Florida residents who present documentation which clearly establishes lawful ownership of the mobile home will be issued a stamped letter by the department, titled “Authorization to Issue a Florida Certificate of Title for a Mobile Home”.

If you are presented with the authorization letter, have the customer complete an [Application for Certificate of Mobile Home Title – HSMV 82040 MH](#), prior to issuance. Please include the

letter and all associated documentation with the title issuance when submitting to the High-Speed Scanning Unit.

A sample "Authorization to Issue a Florida Certificate of Title for Mobile Home" letter is attached.

If there are any questions concerning the letter's authenticity, please suspend the transaction and contact the FLHSMV representative indicated on the letter.

Conclusion:

If you need additional information, please contact your next level of management or the Field Support Center.

Sample Authorization to Issue a Florida Certificate of Title for a Mobile Home Letter



Dave Kerner
Executive Director

2900 Apalachee Parkway
Tallahassee, Florida 32399-0500
www.flhsmv.gov

Authorization to Issue a Florida Certificate of Title for a Mobile Home
[Date]

This letter will serve as confirmation of a recent discussion between you and representatives of the Florida Department of Highway Safety and Motor Vehicles (FLHSMV) regarding a [Description of Mobile Home]

Section 319.28(2)(c), Florida Statutes, authorizes the FLHSMV to issue a Certificate of Title if “sufficient” evidence of ownership is presented establishing ownership of the vehicle or mobile home in question.

After reviewing the documents submitted by you/your firm on behalf of [Applicant] the department hereby authorizes the issuance of a certificate of title for the above-described mobile home provided all necessary taxes and fees are paid at the time of application.

Please present this letter and a completed application for Certificate of Title to any Florida Tax Collector for processing.

Sincerely,

Brett D. Saunders, Chief
Bureau of Dealer Services
Florida Department of Highway Safety and Motor Vehicles
2900 Apalachee Parkway
Tallahassee, FL. 32399
BrettSaunders@flhsmv.gov
850-617-2879