



ANNE M. GANNON
CONSTITUTIONAL TAX COLLECTOR
Serving Palm Beach County

Governmental Center • 301 N. Olive Avenue, 3rd Floor • West Palm Beach, FL 33401
Mailing Address • Post Office Box 3715 • West Palm Beach, FL 33402-3715
www.pbctax.com • Tel (561) 355-2264 • Email-NC@pbctax.com

Serving you.

Belle Glade

Service Center

2976 State Road 15
Belle Glade
33430

Central Palm Beach

Service Center

4215 South Military Trail
Lake Worth
33463

Delray Beach/South County

Service Center

501 South Congress Avenue
Delray Beach
33445

Palm Beach Gardens

Driver License Office

3185 PGA Boulevard
Palm Beach Gardens
33410

Palm Beach Gardens/NE County

Service Center

3188 PGA Boulevard
Palm Beach Gardens
33410

Royal Palm Beach

Service Center

200 Civic Center Way
Royal Palm Beach
33411

West Palm Beach/Downtown

Service Center

301 North Olive Avenue
West Palm Beach
33401

SUBJECT: REGISTRATION OF VEHICLE WITH OUT-OF-STATE LIEN

Our office is assisting the person(s) whose name and address appear in Section 1 of this form in registering a vehicle in the state of Florida. The applicant has indicated that you are the lienholder on the described vehicle. For the vehicle to be registered in Florida, we require the individual to apply for a Florida title at the same time or to produce proof that the title is being held by an out-of-state lienholder. **We request that you comply with one of the two options provided below.**

- 1) Mail the title to the address in Section 2 of this form. The vehicle will be registered and titled in Florida showing your institution as lienholder. The title will be held electronically. We prefer that you follow this method.

NOTE: If you will release the title, in accordance with Florida statutes, the Department of Highway Safety and Motor Vehicles requires all titles with liens will be held electronically in the state of Florida. This means Florida's Electronic Lien and Title (ELT) program requires mandatory participation from lenders

- 2) If you will not release the title, you must send our office a copy of the title with a letter on your letterhead indicating there is an outstanding lien on the described vehicle. The year, make and vehicle identification number (VIN) of the vehicle must also be included in the letter. An email copy is acceptable. No documentation is required for registrations.

If the vehicle is leased, please submit your Florida Sales Tax Exemption Number and an original Power of Attorney allowing the lessee to sign the required documentation

Your cooperation in this matter is appreciated.

SECTION 1:

Name and address of applicant (s)

Vehicle Description:

Account #

Vehicle ID

Year

Make

E-mail address

Best contact number

SECTION 2:

Send all information to the following address:

Tax Collector, Palm Beach County
3188 PGA Boulevard
Palm Beach Gardens, FL 33410
Attn: North County Branch
Email-NC@pbctax.com