



Florida Private Car Sale Checklist

Use this checklist to prepare for a private vehicle sale in Florida. Requirements can vary by vehicle type, lien status, and situation, so always confirm with the Florida Department of Highway Safety and Motor Vehicles (FLHSMV) before completing the transaction.

QUICK ANSWER

Florida sellers sign the back of the title (including odometer disclosure for vehicles under 10 years old) and hand it to the buyer. The buyer is responsible for completing Form HSMV 82040 and transferring the title at a Florida tax collector's office within 30 days. Florida does not generally require notarization for private vehicle sales.

KEY FACTS

State	Florida
Agency	Florida Department of Highway Safety and Motor Vehicles (FLHSMV)
Process	See official source
Notary required	No
Bill of sale	Conditional
Odometer disclosure	Yes
Filing deadline	30 days
Last reviewed	May 10, 2026

QUICK REFERENCE

NOTARY No	BILL OF SALE Conditional	ODOMETER Yes	INSPECTION Not specified
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IMPORTANT DEADLINES

Within 30 days

Title must be transferred within 30 days of purchase

PRINTABLE CHECKLIST

Seller checklist

- ☐ **Signed vehicle title** **REQUIRED**
The seller must sign the title over to the buyer. Sign exactly as your name appears on the title.
- ☐ **Odometer disclosure statement** **REQUIRED**
Required by federal law for vehicles less than 10 years old under 16,000 lbs. Usually completed on the title itself.
- ☐ **Bill of sale** **RECOMMENDED**
A written record of the sale including VIN, price, date, buyer and seller information. Requirements vary by state.
- ☐ **Vehicle history report (recommended)** **RECOMMENDED**
Not required but strongly recommended. Helps buyer verify ownership and history.
- ☐ **Release of liability / notice of sale filed with state** **CONDITIONAL**
Protects the seller from liability after the vehicle is sold. Requirements and process vary by state.
- ☐ **Lien release (if vehicle had a loan)** **CONDITIONAL**
If there is an outstanding loan on the vehicle, the lienholder must release the lien before or at the time of sale.

Required forms

- ☐ **Signed vehicle title** **REQUIRED**
The certificate of title signed over to the buyer.
- ☐ **Odometer Disclosure Statement** **CONDITIONAL**
May be on the title itself or a separate form for older titles.



FEES

Title fee (Check the FLHSMV fee schedule for current title and registration fees.)

SPECIAL REQUIREMENTS

Notary: No — Notarization is generally not required for standard private vehicle sales in Florida.

Bill of sale: Conditional — Not required by law but recommended. Florida's motor vehicle bill of sale (HSMV 82050) can be used.

Odometer disclosure: Yes — Required for vehicles under 10 years old. Completed on the title certificate.

STEP-BY-STEP PROCESS

- 1 Verify the title is clear of liens before selling.
- 2 Sign the title over to the buyer in the designated section.
- 3 Complete the odometer disclosure on the title.
- 4 Provide the buyer with the signed title and any other required documents.
- 5 Notify the state motor vehicle agency of the sale if required.
- 6 Remove your license plates if required by your state.
- 7 Cancel your insurance or transfer it to your new vehicle.

COMMON MISTAKES

- Not retaining a copy of the signed title — keep a photocopy for your records before handing the title to the buyer.
- Making any correction on the title using whiteout or correction fluid — any alteration may cause the title to be rejected by FLHSMV.

OFFICIAL SOURCES

FLHSMV — Motor Vehicle Titles

<https://www.flhsmv.gov/motor-vehicles-tags-titles/titles/>

FLHSMV — Fee Schedule

<https://www.flhsmv.gov/motor-vehicles-tags-titles/fees/>

FLHSMV

<https://www.flhsmv.gov>

FLHSMV Forms

<https://www.flhsmv.gov/dmv/forms.html>