



## *Out-of-State Titling is our Specialty*

In today's vast growing automotive market, it is important to meet the needs of each client in a timely, professional and cost efficient manner. Jupiter Tag and Title Service offers a variety of services to assist each dealer in attaining this goal.

More dealers are recognizing the needs of their dual resident clients. These clients may purchase a vehicle while in one state, but want it registered in another. Jupiter Tag and Title Service can assist you with this time consuming task. Whether it's transferring a plate, purchasing a new plate(s), or obtaining a duplicate title, we're here to help.

The fees for this service are:

*Retail/Lease Deal	\$140.00
*Retail/Lease Deal (AK, HI or NY)	\$165.00
*Duplicate Title	\$110.00
Florida:	
Retail/Lease Deal	\$85.00
Duplicate Title	\$62.00
Quote Only	\$25.00

\*These fees are for our service and air bill charges (to and from the respective state and back to the dealer). They do not include DMV charges. DMV charges will be discussed with you before processing. Some states may require an expeditious fee of \$10 to \$50.

If you decide to use our service, a start up package will be provided for you. Please phone our title specialist for more information. We look forward to hearing from you!

*658 W Indiantown Rd., Suite 201 \* Jupiter, FL 33458 \* Phone 561-746-5245 \* Fax 561-745-1811*



**This following form is designed to provide information for the vehicle you wish to have registered. In order to provide you with accurate and expeditious service, please complete all sections of the vehicle information sheet.**

**After you've completed the form, fax it to us at (561) 745-1811 or send it via email to [quotes@jupitertag.com](mailto:quotes@jupitertag.com). We will review it and fax or email back a quote sheet indicating the taxes due, required fees and any additional documents or inspection information necessary to complete your request.**

**Thank you for your patronage!**

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FAX to 561-745-1811

E-Mail to [quotes@jupitertag.com](mailto:quotes@jupitertag.com)

**Vehicle Information Sheet**

Date: \_\_\_\_\_ Phone #: \_\_\_\_\_ Contact Person: \_\_\_\_\_

Return FAX#: \_\_\_\_\_ Return E-Mail Address: \_\_\_\_\_

Dealer Name: \_\_\_\_\_

Address: \_\_\_\_\_

NEW VEHICLE MSO/CO – YES / NO Duplicate Title Application [ ] State: \_\_\_\_\_

Date Vehicle Purchased: \_\_\_\_\_ State for Registration: \_\_\_\_\_ County: \_\_\_\_\_

Owner(s) or Lessee's / Name & Registration Address: Date of Birth \_\_\_\_\_ (FL, MI, & NH)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

LIEN / ENCUMBRANCE – YES / NO

Lien Holder Name & Address: ELT #

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

LEASED VEHICLE – YES / NO

Lease Co. Name & Address:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Social Security #: \_\_\_\_\_ FEID/SALES TAX EXEMPT #: \_\_\_\_\_

Year: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_ Color: \_\_\_\_\_

Body Type: \_\_\_\_\_ VIN: \_\_\_\_\_

Curb/Tare Wt: \_\_\_\_\_ GVWR: \_\_\_\_\_ # Cylinders: \_\_\_\_\_ **FUEL TYPE? : GAS / DIESEL / ELEC**

Purchase Price: \_\_\_\_\_ Trade value, if any: \_\_\_\_\_ Rebate? \_\_\_\_\_ (some states allow)

New Plate(s)? YES / NO **\*\* Transfer Plate? YES / NO** Plate# : \_\_\_\_\_

Personalized/Special Plate(s)? \_\_\_\_\_ **\*\*MUST HAVE COPY OF CURRENT REG TO QUOTE \*\***

**SUBMITTING FOR PROCESSING: A convenient checklist has been provided below. To enable faster processing, please make sure ALL items are included in your package prior to mailing.**

- \_\_\_ TITLE – PROPERLY REASSIGNED AND NOTARIZED, IF REQUIRED
- \_\_\_ MSO – PROPERLY REASSIGNED AND ODOMETER SECTION COMPLETED. PLEASE NOTARIZE BOTH SECTIONS.
- \_\_\_ COPY OF DRIVER'S LICENSE
- \_\_\_ ORIGINAL ODOMETER STATEMENT WITH HAND PRINTED SELLER/BUYER NAMES
- \_\_\_ BUYERS ORDER OR PURCHASE ORDER – CERTIFIED TRUE COPY OF ORIGINAL
- \_\_\_ COPY OF INSURANCE CARD SHOWING NEWLY PURCHASED VEHICLE
- \_\_\_ COPY OF LEASE AGREEMENT – CERTIFIED TRUE COPY OF ORIGINAL
- \_\_\_ 2 POWERS-OF-ATTORNEY – SIGNED AND NOTARIZED – LEAVE APPOINTEE BLANK
- \_\_\_ SALES TAX CHECK OR AFFIDAVIT OF EXEMPTION FLORIDA DEALERS – DRI23 – SIGNED AND NOTARIZED

**SUBMITTING FOR QUOTE: Please complete ALL relevant information on this sheet. Requests for quote MUST be signed by submitter. Quotes will incur a \$25.00 charge if deal not submitted.**

SIGNATURE: _____	DATE: _____
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**Out –Of -State**  
**Required Document List**

Thank you for choosing Jupiter Tag & Title Service for your out-of-state vehicle registration needs. Below is a list of the basic documents required for most states. If any additional information or documents are needed, you will be promptly notified.

- **MSO/Title-** properly reassigned, odometer statement, seller's signature, notarize all applicable spaces. POA appointee will complete purchaser's section- please leave blank
- **Power of Attorney-** Please notarize and leave appointee space blank. If a lease transaction, please provide the POA for the lessor. If one is not available, please notify me.
- **Copy of Driver's License-** Most states require that the client have a driver's license for their state, unless client is in the military. Some states are now requiring copies of both front and back.
- **Original Copy of Odometer Statement.**
- **Buyer's Order, Purchase Order, or Bill of Sale.**
- **MSRP or Window Sticker / New vehicles only**
- **Copy of Current Insurance Card** (showing newly purchased vehicle)
- **Copy of Lease Agreement** (when applicable)
- **Copy of Current Registration for Transfer** (when applicable)
- **Personalized Plate Application** (when applicable)
- **When applying for a duplicate title, you will need a signed duplicate application for the desired state, or an original Power of Attorney. You may also need a copy of their registration, odometer statement, and/or driver's license.**
- **Affidavit for Partial Exemption of Sales Tax form (APE form!) and /or Check for Sales Tax. (This form is for Florida dealers only; required when reciprocal with desired state. If you are unfamiliar with this form, one can be faxed to you.) Please verify sales tax rate.**

**\*\*Fees and turn-around times differ for each state. Estimated times and fees given upon request.\*\***

Questions? Please feel free to phone us at the number listed below.

*658 W Indiantown Rd., Suite 201 \* Jupiter, FL 33458 \* Phone 561-746-5245 \* Fax 561-745-1811*

**LIMITED POWER OF ATTORNEY**

KNOW ALL MEN, BY THESE PRESENT THAT,

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(HEREIN CALLED THE "BUYER(S)",  
HEREBY MAKES, CONSTITUTES AND APPOINTS;

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THE BUYERS TRUE AND LAWFUL-IN-FACT FOR THE SOLE AND LIMITED PURPOSE OF EXECUTING, PROCESSING, AND RECEIVING FOR AND ON THE BUYERS BEHALF, APPLICATIONS FOR ORIGINAL, DUPLICATE OR RENEWAL CERTIFICATE OF TITLE, REGISTRATION, LICENSE AND/OR TRANSFER OF LICENSE PLATE(S) FOR THE VEHICLE LISTED BELOW.....BY SIGNING BELOW, BUYER HEREBY EXPRESSLY ACKNOWLEDGES AND AGREES THAT NO CONTRACTUAL AND/OR OTHER RELATIONSHIP EXIST BETWEEN THE PARTIES HERETO, EXCEPT FOR THE LIMITED PURPOSE CONTAINED HEREIN. BUYER EXPRESSLY ACKNOWLEDGES AND AGREES THAT TO THE EXTENT THE INSTRUMENTS REFERENCED HEREIN CONTAIN AN OMISSION OR ERROR, BUYER'S SOLE REMEDY SHALL BE TO CORRECT SUCH INSTRUMENT AND SAID ATTORNEY-IN-FACT SHALL HAVE NO LIABILITY WITH RESPECT TO SUCH OMISSION ON ERROR. BUYER EXPRESSLY ACKNOWLEDGES AND AGREES TO COOPERATE WITH ATTORNEY-IN-FACT AND TO OTHERWISE PROVIDE ANY NECESSARY INFORMATION AND/OR DOCUMENTATIONS REQUESTED BY ATTORNEY-IN-FACT OR AS OTHERWISE REQUIRED TO FACILITATE ATTORNEY-IN-FACT'S DUTIES AS EXPRESSLY DESCRIBED HEREIN.

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ALL SUCH APPLICATIONS SHALL BE IN THE NAME AND ON BEHALF OF THE BUYER AND MUST INDICATE TITLE TO THE SUBJECT MOTOR VEHICLE AND OWNERSHIP, THEREOF, IS IN NAME OF THE BUYER.

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YEAR	MAKE	MODEL	ID#
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BUYER'S SIGNATURE \_\_\_\_\_

CO-BUYER'S SIGNATURE \_\_\_\_\_

NOTARY PUBLIC: THEN PERSONALLY APPEARED BEFORE ME, AN OFFICER DULY AUTHORIZED TO ADMINISTER OATHS AND ACCEPT ACKNOWLEDGMENTS WITHIN THE STATE OF \_\_\_\_\_, WHO, HAVING PRODUCED A DRIVERS LICENSE AS ADEQUATE PHOTOGRAPHIC IDENTIFICATION, DID EXECUTE THE FORGOING POWER OF ATTORNEY BEFORE ME AND DID ACKNOWLEDGE SUCH EXECUTION AS HIS FREE ACT AND DEED BEFORE ME.

WITNESS MY HAND AND OFFICIAL SEAL THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 20\_\_\_\_\_  
NOTARY PUBLIC: STATE OF \_\_\_\_\_, COUNTY OF \_\_\_\_\_ AT LARGE  
MY COMMISSION EXPIRES: \_\_\_\_\_

NOTARY SIGNATURE: \_\_\_\_\_

SEAL



## **LETTER OF AUTHORIZATION**

*This is a ONE-TIME form, held on file at Jupiter Tag and Title Service, Inc.*

KNOW ALL MEN BY THESE PRESENTS, That

\_\_\_\_\_  
(Dealership Name)

Does hereby make, constitute and appoint:

**JUPITER TAG & TITLE SERVICE, INC.**

to act as our agent in any way necessary pertaining to title work, license plates and/or registrations processed for our company.

IN WITNESS WHEREOF, this instrument is executed by:

\_\_\_\_\_  
(Dealership Agent Signature / Title)

Subscribed and sworn before me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_\_

\_\_\_\_\_  
(Notary Public)

\_\_\_\_\_  
(Commission Expires)