



**Carole Jean Jordan, C.F.C.**

*Tax Collector*

“How may we help you?”

To request your Florida Title printed from electronic status, please sign below.

- Owner Printed Name \_\_\_\_\_
- Owner Signature \_\_\_\_\_

Mail this signed form to our office address listed below with the following items:

- Vehicle information or copy of registration
- Proof of Identity (State issued Driver License, Identification Card, etc.)
- Fees - Check or Money Order payable to **Carole Jean Jordan Tax Collector**
  1. \$2.50 – The title will be mailed from Tallahassee in approximately 7-10 business days from the date of processing.
  2. \$10.00 - The title will be processed, printed and mailed from our office within 24 hours of processing.
- Customer daytime telephone number \_\_\_\_\_
- Customer email address \_\_\_\_\_

**Address Change Instructions** - If the address differs from the address on the department’s record, one of the following must be submitted:

- Driver License reflecting correct address
- Paid receipt for utility or telephone service
- Paid contract or turn-on order for utility service
- Rental or lease agreement
- Current year motor vehicle certificate of registration
- Copy of insurance policy

Visit us on [irctax.com](http://irctax.com) if you have any questions or need additional assistance.

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1800 27<sup>th</sup> Street, Bldg. B, Vero Beach, FL 32960-0310

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**AUTHORIZATION/RELEASE AFFIDAVIT**

Owner Information:

Vehicle Description

\_\_\_\_\_  
Name of Registered Owner(s)

\_\_\_\_\_  
Title Number

\_\_\_\_\_  
Address

\_\_\_\_\_  
Year

\_\_\_\_\_  
Make

\_\_\_\_\_  
City State Zip

\_\_\_\_\_  
Vehicle Identification Number

\_\_\_\_\_  
Phone Number-Including area code

I \_\_\_\_\_ authorize \_\_\_\_\_  
(Owner's Name) (Person Appointed)

to receive my title certificate or registration for the above described vehicle.

**Under Penalties of perjury I declare that I have read the foregoing document and certify that the statement is true. I understand that a person who knowingly makes a false declaration is guilty of the crime of perjury by false declaration , a felony of the third degree, punishable as provided in FS 775.082, 755.083, and 775.084.**

\_\_\_\_\_  
Signature of Owner

\_\_\_\_\_  
(Date)

\_\_\_\_\_  
Signature of Co-Owner