



BREVARD COUNTY

Office of the Tax Collector

400 South Street, 6th Floor

Post Office Box 2500, Titusville, FL 32781-2500

Telephone (321) 264-6969 or (321) 633-2199 ext. 46969

Fax (321) 264-5149 TDD# (321) 690-6888

CERTIFIED FLORIDA COLLECTOR

ENDORSEMENT FORM

I, _____, the Transferor/Owner of the Certificate(s) listed below, hereby transfer all my rights, title, and interest in and to the following tax certificate(s):

Certificate Number	Tax Account Number	Parcel I.D. Number
_____	_____	_____
_____	_____	_____
_____	_____	_____

To: _____

Dated this _____ day of _____, _____.

Signature of Transferor

Title

Endorsement must be acknowledged before the Tax Collector or a notary public.

ACKNOWLEDGEMENT

STATE OF _____

COUNTY OF _____

I HEREBY CERTIFY that on this day before me personally appeared _____ to me known to be the person described in the foregoing tax certificate(s), which person acknowledged before me that he executed the foregoing endorsement. WITNESS my hand and official seal this _____ day of _____, _____.

Tax Collector (Seal)

OR

Notary Public Signature
My Commissioner Expires: _____

NOTE: The Tax Collector's Office must be notified of the change of ownership and the applicable fees paid.

**HOW TO COMPLETE THE ENDORSEMENT FORM TO TRANSFER A TAX CERTIFICATE
(revised 09/11)**

1. **Instructions if mailing the endorsement form:** The form must be notarized. A fee of \$2.25 will be charged for each certificate being transferred. Guaranteed funds (i.e., money order, cashier's check, certified check) must accompany the form. Mail to Brevard County Tax Collector, Attn: Delinquent Tax Department, P.O. Box 2500, Titusville, FL 32781.
2. **Instructions if hand delivering the endorsement form:** If the form is not notarized, the transferor in front of a Tax Collector employee, must sign the endorsement form. A fee of \$2.25 per each certificate being transferred will be charged. Guaranteed funds (i.e., money order, cashier's check, certified check) must accompany the form. Notarized endorsement forms and transfer fees can also be hand delivered to the Tax Collector's Office.
3. You can combine tax certificates from the same year on one form. For example, you can have 2008 certificates on one form and the 2009 certificates on another form. The fee remains per certificate, not per form.
4. The new certificate holder must be registered with our vendor, Realauction, in order for the transfer to be completed.
5. The required form(s) and funds must be dated in the same month and both received in the same envelope.

SAMPLE COMPLETED ENDORSEMENT FORM

I, (Enter Certificate Holder Name as Registered with this Office, the Transferor/Owner of the Certificate(s) listed below, hereby transfer all my rights, title, and interest in and to the following tax certificate(s):

Certificate Number <u>2008-00111)</u>	Tax Account Number <u>2222222</u>	Parcel I.D. Number <u>23-22-45-1234-22</u>
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To: (Enter the new certificate holder's name as registered with Realauction)

Dated this _____ day of _____ (Enter the date of transfer), _____.

(Certificate Holder must sign)
Signature of Transferor

(If Applicable)
Title

Endorsement must be acknowledged before the Tax Collector or a notary public.

(This section must be completed by Notary or signed by Tax Collector employee)

ACKNOWLEDGEMENT

STATE OF _____

COUNTY OF _____

I HEREBY CERTIFY that on this day before me personally appeared _____
to me known to be the person described in the foregoing tax certificate(s), which person acknowledged before me that he executed the foregoing endorsement.
WITNESS my hand and official seal this _____ day of _____.

(Seal)
Tax Collector

OR

Notary Public Signature
My Commissioner Expires:

NOTE: The Tax Collector's Office must be notified of the change of ownership and the applicable fees paid.