

DOMICILE GUIDE – FLORIDA

Interested in establishing your domicile in Florida? Take a look at the steps below to understand what tasks and forms should be completed.

The information contained on these pages is not to be considered legal advice. You should always check with your attorney to confirm specific state laws and how they might apply to your personal situation.

Steps to Becoming a Florida Resident (See following pages for details)

Step 1: Secure a Mailing Address with Escapes Mail Service.

Step 2: Establish professional and social connections within the county of domicile.

Step 3: Prepare the driver's license application, the vehicle registration, and voter registration forms.

Step 4: Create an official record of intent to domicile.

Step 5: Appear in the state.

Documents to Bring With You

- Vehicle Insurance for Your Florida Address**
- Current Valid Driver's License**
- Valid passport or US Birth Certificate issued by the authorized government jurisdiction. (Hospital birth certificates are unacceptable.) If using a birth certificate and you've legally changed your name, proof of name change is required. Marriage certificate must be original State issued or a certified copy**
- Social security card, W-2, or pay stub showing individual's name and social security number**
- Two forms of proof of residential address: It is our understanding that Sumter County is accepting a copy of your Florida Information email and Tax Collector letter. Voter's Registration card, Florida vehicle registration or title, or mail from a financial institution (not more than two months old) is also acceptable.**
- Obtain title, or if it is still held by a lienholder, have the title sent to the Florida Tax Collector's Office (The Florida Tax Collector's office can assist)**
- A previously out-of-state registered vehicle must have the VIN verified by physically driving to the Tax Collector's office or a COMPLETED Form HSMV 82042 or a completed Application for Certificate of Title With/Without Registration form**
- Produce a bill of sale if the vehicle was purchased within the last six (6) months**
- Proof of Insurance Affidavit: <https://www.flhsmv.gov/pdf/forms/83330.pdf>**
- Complete a Declaration of Domicile form <https://www.sumterclerk.com/index.cfm/records-forms>**
- Complete Certification of Address form https://www.pbctax.gov/wp-content/uploads/2020/06/Cert-Address-Form_updated.pdf**

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Becoming a Resident - Details

Step 1: Secure a Mailing Address with Escapes Mail Service

- Contact Escapes Mail Service at 936-327-8873.
- As an Escapes Mail Service member, you may elect to use “Escapes: Home” as an additional mail service benefit. This service is specifically geared for full-time RVers who have sold their brick and mortar homes. Escapes: Home allows you to use Sumter Oaks RV Park as your physical address for state-specific documents (such as driver license, voter registration, and vehicle registrations.)

Step 2: Establish professional and social connections within the county of domicile

- If using Sumter Oaks RV Park, your county would be Sumter County.
- Contact professionals, e.g. lawyers, doctors, dentists, accountants, financial planners, and insurance agents, and social and/or religious organizations to begin your relationship with them.
- Make appointments well in advance of your arrival as sometimes these professionals book up quickly.
- Contact an attorney to update estate planning documents in accordance with the laws of Florida, or create estate planning documents. The attorney may begin preparing those documents in advance of your arrival.
- Obtain quotes for vehicle and health insurance plans. Please note that quotes from insurance agents typically expire within a few weeks of receiving them, so time this according to your arrival date.

Step 3: Prepare the driver’s license application, the vehicle registration, and voter registration forms

Driver’s License Requirements

- Appear in-person for a photo at a Driver License/Motor Vehicle Service Center
- Surrender previous driver’s license
- Valid passport or US Birth Certificate issued by the authorized government jurisdiction. (Hospital birth certificates are unacceptable.) If using a birth certificate and you’ve legally changed your name, proof of name change is required. Marriage certificate must be original State issued or a certified copy.
- Social security card , W-2, or pay stub showing individual’s name and social security number.
- Two forms of proof of residential address: It is our understanding that Sumter County is accepting a copy of your Florida Information email and Tax Collector letter. Voter’s Registration card, Florida vehicle registration or title, or mail from a financial institution (not more than two months old) is also acceptable
- Complete details for Sumter County Driver License Requirements available at: <https://www.sumtertaxcollector.com/driv.html>

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Voter Registration Requirements

- Obtained along with the acquisition of a driver's license.

Vehicle Registration Requirements

- Registered owners must be present with their State-issued driver license or ID card.
- Obtain title, or if it is still held by a lienholder, have the title sent to the Florida Tax Collector's Office. (The Florida Tax Collector's office can assist.)
- A previously out-of-state registered vehicle must have the VIN verified by physically driving to the Tax Collector's office or a COMPLETED Form HSMV 82042 or a completed Application for Certificate of Title With/Without Registration form.
- Produce a bill of sale if the vehicle was purchased within the last six (6) months.
- Proof of Insurance Affidavit: <https://www.flhsmv.gov/pdf/forms/83330.pdf>
- Additional Forms available at: <https://www.flhsmv.gov/resources/forms>

Step 4: Create an official record of intent to domicile

- Complete a Declaration of Domicile form.
<https://www.sumterclerk.com/index.cfm/records-forms>
- Complete Certification of address form.
https://www.pbctax.gov/wp-content/uploads/2020/06/Cert-Address-Form_updated.pdf

Step 5: Appearance in the state

- File forms with various state agencies.
- Pay applicable taxes.
- Meet with aforementioned professionals.
- To the extent that is practical, bring your personal possessions, which are not housed in your RV, to your new county of domicile and store them there.

Congratulations - You are now domiciled in Florida.

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Voting Information

Have the following information available

- Your Florida driver's license number or Florida ID Card. If you do not have either of those, you must provide the last 4 digits of your SSN.
- Provide your legal address.
- Provide your mailing address if different than your legal address.
- List the address of the location you last registered to vote.

Applying for a ballot by mail

- Once you have registered to vote, you may apply for a ballot or request an absentee ballot if you're traveling. You may apply for an absentee ballot request online.
<https://elections.sumtercountyfl.gov/188/Ways-to-Vote>
- You may also download a PDF version of the absentee ballot request and mail it to the Supervisor of Elections at: 900 N. Main St., Bushnell, FL, 33513.
- Ballots are mailed out 28-35 days prior to an election.
- It is very important that you fill out your application for ballot carefully and completely. Remember, your signature is critical as absentees and petitions are verified by the voter's signature in their database.

Returning the absentee ballot

- The voter must personally vote and sign the return envelope.
- Absentee ballots must be returned by mail or hand-delivered so that they reach the Bushnell elections office by 7:00 PM on the day of the election.

