

### **Transfer of Tax Certificates (not County-held):**

1. Endorsement Form completed by current certificate holder (notarization required).
2. If transferring several certificates, a listing attached to the Endorsement form is acceptable (notarized also).  
The attached listing should include the certificate number, certificate year, and account number (a/k/a parcel number).
3. Nassau County Bidder Number (required).  
To obtain a bidder number, register on <https://nassau.lienexpress.net> and submit an electronic Form W-9.  
If no computer access, a form W-9 may be submitted to our office with the Endorsement Form. A bidder number will be issued manually.
4. \$2.25 fee per certificate transfer.
5. Tax certificate transfer requests may be submitted by mail or in person at:  
Nassau County Tax Collector  
Delinquent Tax Department  
86130 License Road, Suite 4  
Fernandina Beach, FL 32034

#### **References:**

- **Florida Statute 197.462 Transfer of tax certificates held by individuals**
- **Rule 12D-13.054 Transfer of Tax Certificates Sold to Purchaser Other than County.**