**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).

1. 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.

1. $2.25 fee per certificate transfer.
2. 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.**

NCTC Rev. 09/2015