APPLICATION FOR CERTIFICATE OF TITLE & REGISTRATION OF A VEHICLE

North Dakota Department of Transportation, Motor Vehicle Division
SFN 2872 (03-2016)

MOTOR VEHICLE DIVISION
ND DEPT OF TRANSPORTATION
608 E BOULEVARD AVE
BISMARCK ND 58505-0780
Phone (701) 328-2725
Web site: www.dot.nd.gov

I. This Application is for:

(Check only one) SEE INSTRUCTIONS ON REVERSE SIDE.

- ☐ Title Process
- ☐ Vehicle Registration
- ☐ Registration Change
- ☐ Utility Trailer License $5

- ☐ Duplicate plates, tabs & registration card $5.00
- ☐ Duplicate tabs & registration card $3.00
- ☐ Duplicate registration card only $2.00
- ☐ Duplicate title $5.00

REQUIRED: Reason for Duplicate (Circle: lost, stolen, mutilated)

II. Applicant Information

Applicant's Legal Name ☐ Individual (first, middle, last) ☐ Business ☐ Lessor ☐ Trust ☐ Govt		☐ DL ☐ FEIN (Check One)		Telephone Number
Mailing Address	City	State	Zip	County
Co-Applicant's Legal Name ☐ Individual (first, middle, last) ☐ Business ☐ Lessee ☐ Trust ☐ Govt		☐ DL ☐ FEIN (Check One)		Telephone Number
Mailing Address	City	State	Zip	County
Check one: ☐ Or ☐ And ☐ And/Joint Tenants with Right of Survivorship			☐ Vehicle is Leased	

North Dakota Title Number

III. Vehicle Information

Year	Make	Model	Body Style
Vehicle Identification Number		Color	
Weight	Previous Weight	Length (Travel Trailer/Mobile Home/Motor Home)	ND License Plate Number / Credit Plate Number
Date 1st used on ND Highways	Odometer Reading	Odometer Indicator (check one) ☐ Actual Mileage ☐ Exceeds Mechanical Limits ☐ Not Actual	

IV. Motor Vehicle Purchaser's Certificate

Full Purchase Price (less Rebate)		$
Less Trade-In Allowance		$
Less Total Loss Allowance		$
Difference / Subtotal		$
Tax (5% of Difference / Subtotal)		$ 0.00
Abandoned Vehicle Disposal Fee	($1.50)	$
Title Fee	($5.00)	$
Vehicle License Fee		$
SRP _____	($25.00)	$
License Plate Credit Amount		$-
Plate or Credit Transfer Fee	($5.00)	$
Branch Fee		$
Duplicate Plate Fee	($5.00)	$
TOTAL FEES DUE:		$ 0.00

Year and Make of Trade-In _____

VIN of Trade-In _____

☐

Tax Exempt (see instructions on reverse)

VI. NDCC Chapters 39-04 and 39-05. Applicant certifies this vehicle will be insured as required by law. The applicant, under penalties of law and as rightful owner of the vehicle described on this application declares that the information set forth is correct.

If vehicle is company owned, company name and title of authorized agent signing the application must be noted.

NDCC Chapter 57-40.3-08. Submitting this application presumes this vehicle is being driven on North Dakota streets and highways.

V. Dealer and Lienholder Information

Date Acquired (Check One) ☐ New Vehicle ☐ Used Vehicle

Acquired From: North Dakota Dealer Number (if applicable)

First Lienholder (title will be mailed to first lienholder)

Mailing Address

City State Zip

Second Lienholder

Mailing Address

City State Zip

ATTENTION TRUCK OWNERS HAULING HAZARDOUS MATERIALS:
I declare, with my signature on my registration application that I am knowledgeable of the Federal or State Motor Carrier and Hazardous Materials Safety Regulations.

X _____ _____
Signature - this is my legal signature *Date*

X _____ _____
Signature - this is my legal signature *Date*

PENALTY: Any person making any false statement on this application for license or title for which another penalty is not specifically provided is guilty of a class B misdemeanor.

VII. TAX EXEMPTION

(CONTINUATION OF MOTOR VEHICLE PURCHASER'S CERTIFICATE)

If vehicle is exempt from tax, enter number corresponding to exemption in Section IV. (front of this form)

1. Gift from: ☐ Spouse ☐ Parent(s) ☐ Child ☐ Sibling(s) ☐ Grandparent(s) ☐ Grandchild
   Gift to (Specify relationship between All New owners): _____
2. Joint Tenants with Right of Survivorship and now vehicle is being put in one name only
3. Inheritance
4. Change of name by ☐ marriage ☐ adoption ☐ court order
5. Vehicle acquired through a lease purchase agreement (Check one)
   ☐ A. If tax was paid on the total lease consideration, tax is due on the lease buyout amount.
   ☐ B. If tax was paid on the full purchase price and you have been in possession of the vehicle over one year, no tax is due.
   ☐ C. If tax was paid on the full purchase price and you have been in possession of the vehicle for less than one year, tax is due on the lease buyout amount.
6. State Fleet
7. Lien change --- CURRENT ODOMETER READING _____
8. Interstate carriers --- Account Number _____
9. Tax paid to state that grants reciprocity to North Dakota (Proof Required)
11. Dealer resale - USED vehicle
12. Dealer resale - NEW vehicle
13. Tribal (form SFN 18085 required)
14. Disabled American Veteran or former Prisoner of War - Letter of Eligibillity from VA
15. Nonprofit senior citizens' or mobility impaired person's corporation owned buses
16. Mobility impaired persons purchasing specially equipped vehicles
17. Homemade vehicles
18. Newly formed ☐ partnership ☐ corporation
    Date formed: _____
19. Dissolved ☐ partnership ☐ corporation
    Date dissolved: _____
20. Parochial or private non-profit school buses
21. Assembled vehicles by motor vehicle dealer (form SFN 22056 required)
22. Transfer into family trust
23. Military home of record: ☐ entry ☐ discharge (SFN17147 required)
24. Mobile Home (form SFN 3004 required)
25. North Dakota political subdivisions
26. Repossession (form SFN 2880 required)
27. Non-resident military lease
28. Total loss settlement or Salvaged
29. Other - Specify _____

VIII. DAMAGE DISCLOSURE NDCC 39-05-17.2

The damage disclosure law includes passenger cars, trucks, pickup trucks, motorcycles, and motor homes that are less than nine years old. It EXCLUDES all trailers, off-highway vehicles, and snowmobiles. A Damage/Salvage Disclosure Statement **(SFN 18609)** must be completed. Motor vehicle body damage disclosure requirements apply only to the transfer of certificate of title on vehicles of a model year released in the current calendar year and those vehicles of a model year manufactured in the seven years before the current calendar year.

If applicable, please submit SFN 18609 Damage Disclosure Statement with this application.

Any person who makes a false statement on this form is guilty of a Class A Misdemeanor.

INSTRUCTIONS:

SECTION NO.

I. Check the type of application you are submitting (check only one).

II. Complete applicant information in **FULL** for each owner.

III. Complete **ALL** applicable vehicle information. Odometer reading required on all vehicles 10 years old and newer.

IV. Complete **ALL** applicable purchaser's certificate information.

- Abandoned vehicle disposal fee of $1.50 is due on all new and out-of-state passengers, trucks, buses, and motorhomes when first titled in North Dakota.
- Title fee is $5.00
- Enter license fee and pay applicable plate credit using the appropriate fee schedule.
- If applying plate credit, enter $5.00 plate transfer fee.
- If a trade allowance, year, make, and VIN are required.
- Enter the appropriate tax exemption number if an exemption for tax is claimed (see tax exemptions Section VII).

NOTE: A guide published by the automobile industry will be used to check values.

V. Complete **ALL** applicable dealer and lienholder information.

VI. Application must be signed with applicant's legal signature and dated.

VII. Applicable tax exemptions.

VIII. Damage Disclosure statement SFN 18609 must be completed for all vehicles less than 9 model years old.