

SAMPLE

KEY BUYER/SELLER INFORMATION

- BUYER ENTERS THE INFORMATION
- SELLER ENTERS THE INFORMATION
- CO APPLICANT/BUYER
- LIENHOLDER


PART 1. ASSIGNMENT AND WARRANTY OF TITLE (DELIVER TITLE TO BUYER WITHIN 15 DAYS FROM DATE OF SALE)

Applicant's/Buyer's Legal Name (first, middle, last) or Firm Name (Lessor, Trust): SELLER COMPLETES BUYER INFORMATION		<input type="checkbox"/> Driver's License <input type="checkbox"/> FEIN	Telephone Number
Mailing Address	City	State	ZIP Code
Co-Applicant's/Buyer's Legal Name (first, middle, last) or Firm Name (Lessee, Trust): COMPLETE THIS SECTION IF THERE IS A SECONDARY OWNER		<input type="checkbox"/> Driver's License <input type="checkbox"/> FEIN	Telephone Number
Mailing Address	City	State	ZIP Code
Check One: <input type="checkbox"/> Or <input type="checkbox"/> And <input type="checkbox"/> And/Joint Tenants with Right of Survivorship		Purchase Date (Mo., Day, Year)	Purchase Price

Odometer Disclosure: Federal and State laws require that you state the mileage in connection with the transfer of ownership. Failure to complete or providing a false statement may result in fines and/or imprisonment. I certify to the best of my knowledge the odometer reading is the actual mileage of the vehicle unless one of the following statements is checked: Mileage stated is in excess of its mechanical limits. Odometer reading is not the actual mileage (**warning** *odometer discrepancy)

Signature of Seller/Transferor	Date (Mo., Day, Year)	Signature of Applicant/Buyer/Transferee COMPLETE IF MODEL YEAR IS 2011 OR NEWER	Date (Mo., Day, Year)
Signature of Seller/Transferor	Date (Mo., Day, Year)	Signature of Applicant/Buyer/Transferee	Date (Mo., Day, Year)
Hand-Printed Name(s) of Seller(s)/Transferor(s)	Daytime Telephone No.	Hand-Printed Name(s) of Applicant(s)/Buyer(s)/Transferee(s)	

LEGAL TITLE OWNER (LIENHOLDER)
Any lien recorded in the office of the Department of Transportation is shown below. The lien holder named is and shall remain legal owner of the vehicle until the encumbrance is released or satisfied.



I certify that the applicant has complied with the requirements of Title 39 of the North Dakota Century Code relative to the issuance of a certificate of title for a vehicle.

Deputy Director for Driver Safety

LIEN RELEASE - ALL INTERESTS IN THE VEHICLE DESCRIBED ABOVE ARE RELEASED.

Lienholder Name

COMPLETE THIS SECTION IF THERE IS A LIEN RELEASE

Signature of Agent

Date (Mo., Day, Year)

THE DEPARTMENT OF TRANSPORTATION IS NOT RESPONSIBLE FOR FALSE OR FRAUDULENT STATEMENTS MADE IN THE ASSIGNMENT OF THE CERTIFICATE OF TITLE.

SFN 2875 (7-2021)


Z000001

PART 2. DEALER ASSIGNMENT AND WARRANTY OF TITLE (DELIVER TITLE TO BUYER WITHIN 15 DAYS FROM DATE OF SALE)

Applicant's/Buyer's Legal Name (first, middle, last) or Firm Name (Lessor, Trust):		<input type="checkbox"/> Driver's License <input type="checkbox"/> FEIN	Telephone Number	
Mailing Address	City	State	ZIP Code	County
Co-Applicant's/Buyer's Legal Name (first, middle, last) or Firm Name (Lessee, Trust):		<input type="checkbox"/> Driver's License <input type="checkbox"/> FEIN	Telephone Number	
Mailing Address	City	State	ZIP Code	County
Check One: <input type="checkbox"/> Or <input type="checkbox"/> And <input type="checkbox"/> And/Joint Tenants with Right of Survivorship		Purchase Date (Mo., Day, Year)	Purchase Price	
Odometer Disclosure: Federal and State laws require that you state the mileage in connection with the transfer of ownership. Failure to complete or providing a false statement may result in fines and/or imprisonment. I certify to the best of my knowledge the odometer reading is the actual mileage of the vehicle unless one of the following statements is checked: <input type="checkbox"/> Mileage stated is in excess of its mechanical limits. <input type="checkbox"/> Odometer reading is not the actual mileage (warning *odometer discrepancy)				Odometer Reading <small>NO TENTHS</small>
Name of Dealer	Dealer License Number	Signature of Applicant/Buyer/Transferee		Date (Mo., Day, Year)
Signature of Authorized Agent	Date (Mo., Day, Year)	Signature of Applicant/Buyer/Transferee		Date (Mo., Day, Year)
Hand-Printed Name of Authorized Agent	Daytime Telephone No.	Hand-Printed Name(s) of Applicant(s)/Buyer(s)/Transferee(s)		

PART 3. BUYER(S) / TRANSFEREE(S) CERTIFICATION AND APPLICATION (PRESENT TO DEPARTMENT OF TRANSPORTATION WITHIN 30 DAYS)

MOTOR VEHICLE EXCISE TAX EXEMPTIONS - PLEASE CIRCLE EXEMPTION		COMPLETE IF TAX EXEMPTION APPLIES		
1. Gift from: <input type="checkbox"/> Wife <input type="checkbox"/> Husband <input type="checkbox"/> Parent(s) <input type="checkbox"/> Child <input type="checkbox"/> Brother <input type="checkbox"/> Sister <input type="checkbox"/> Grandparent(s) <input type="checkbox"/> Grandchild Gift to (Specify relationship between ALL NEW owners) _____ 2. Joint Tenancy with Right of Survivorship and vehicle is being put in one name only 3. Inheritance 4. Change of name by: <input type="checkbox"/> Marriage <input type="checkbox"/> Adoption <input type="checkbox"/> Court Order (Check One) 5. Vehicle acquired through lease purchase agreement (Check one) <input type="checkbox"/> A. If tax was paid on the total lease consideration, tax is due on the lease buyout amount. <input type="checkbox"/> 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. <input type="checkbox"/> 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. 7. Lien change 8. Interstate carriers --- Account Number: _____ 10. Public Transportation provided under contract with NDDOT 11. Dealer resale - USED vehicle 13. Tribal (SFN 18085 required)		14. Disabled American Veteran or Former Prisoner of War - Letter of Eligibility from the Department of Veterans Affairs is required 15. Non-profit senior citizens' or mobility impaired persons' corporation owned vehicle used for the transportation of the elderly or disabled 16. Mobility impaired person(s) purchasing specially equipped vehicle 18. Newly formed <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation (Check One) Date formed: _____ 19. Dissolved <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation (Check One) Date dissolved: _____ 20. Parochial or private non-profit school buses 22. Transfer into family trust 23. Military home of record: <input type="checkbox"/> Entry <input type="checkbox"/> Discharge (SFN 17147 required) 24. Mobile Home (SFN 3004 required) or Manufactured Home (SFN 53658 required) 25. North Dakota political subdivisions 26. Repossession (SFN 2880 required) 28. Total loss settlement or salvaged 29. Other - Specify _____ 30. Spousal Transfer due to Divorce (copy of divorce decree required)		
Full Purchase Price (less Rebate)	\$	First Lienholder (title will be mailed to first lienholder)		
Less Trade-In Allowance	\$	COMPLETE IF THERE IS A LIENHOLDER		
Less Total Loss Allowance	\$	Mailing Address		
Difference/Subtotal	\$	City	State	ZIP Code
Tax (5% of Difference/Subtotal)	\$	Second Lienholder		
Title Fee (\$5.00)	\$	COMPLETE IF THERE IS A SECONDARY LIENHOLDER		
Vehicle License Fee	\$	Mailing Address		
SRP _____ (\$25.00)	\$	City	State	ZIP Code
License Plate Credit Amount	-\$	The buyer (applicant), subject to the penalties of law, certifies the purchase price of the vehicle. The buyer makes application for certificate of title to the vehicle, having acquired it subject to the liens stated. The buyer certifies the vehicle is and will continue to be insured while operating upon public streets and highways.		
Plate or Credit Transfer Fee (\$5.00)	\$	Signature of Applicant/Buyer/Transferee		Date (Month, Day, Year)
Branch Fee	\$	Signature of Applicant/Buyer/Transferee		Date (Month, Day, Year)
Duplicate Plate Fee (\$5.00)	\$			
TOTAL FEES DUE: DO NOT SEND CASH	\$			
Year and Make of Trade-In				
VIN of Trade-In				

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

PENALTY: Persons making a false entry or altering a government document are guilty of a class A misdemeanor.

CHECKLIST

Items needed to title a vehicle in your name

- A Valid State issued photo ID.
- The Title or MCO properly completed to transfer ownership.
NO write-overs, cross outs, or mutilations.
- (2011 & Newer) Secure Odometer Reading Disclosed by the Seller
This information can be disclosed on the title.
- (2017 & Newer) Damage Disclosure Form-SFN 18609 – Damage Disclosure completed by the Seller.
- The Bill of Sale, if included in the purchase. (A Bill of Sale is required for purchases from a Dealer)
- Form of payment: check, cash, Visa, Mastercard, Discover or American Express.
- **ADDITIONAL DOCUMENTATION MAY BE REQUIRED**