



# Paperwork Cover Sheet

\*Indicates required field - if we are unable to contact you, we will mail paperwork back to address listed.

**Full Name\*:** \_\_\_\_\_ **Today's Date\*:** \_\_\_\_\_

**Phone Number(s)\*:** \_\_\_\_\_ **Address\*:** \_\_\_\_\_

**Email Address\*:** \_\_\_\_\_ **Vehicle Plate Number:** \_\_\_\_\_

**Vehicle ID Number (VIN)\*:** \_\_\_\_\_ **Vehicle Title Number:** \_\_\_\_\_

**If you were working closely with someone over the phone, please include their name here:** \_\_\_\_\_

**What service do you need to complete?** Note: If you prefer, many of these services can be completed online at [MyDMV.Colorado.gov](http://MyDMV.Colorado.gov).

- Registration renewal
- Initial vehicle registration:
  - Did you sell or trade in a car to make this purchase? Yes \_\_\_ No \_\_\_
  - Are those plates still valid? Yes \_\_\_ No \_\_\_
  - If yes, what is the plate # \_\_\_\_\_ What date did you relinquished the vehicle? \_\_\_\_\_
- Add/Remove name from Colorado title
- Persons with disabilities placard (Placards/Plates)
- Lost or stolen license plates or plate replacement
- Remove a lien
- Collector plate renewal
- Colorado title transfer (private party purchase)
- Duplicate title request
- Emissions extension
- Release of liability
- Temporary permit only
- Colorado dealer purchase
- Other reason: (add notes)

**How would you like to receive this:** Mail \_\_\_ pickup \_\_\_?

Additional information, if applicable:

For internal Boulder County office use only:

|  |  |                                   |       |        |
|--|--|-----------------------------------|-------|--------|
| <input type="checkbox"/> Hold for Payment: | <input type="checkbox"/> Hold for Documents: | <input type="checkbox"/> Rejected |       |        |
| Staff Notes:                               |  |                                   |       |        |
|  | Phone Call                                   | Voicemail                         | Email | Letter |
| Contact #1 Date/Time                       |  |                                   |       |        |
| Contact #2 Date/Time                       |  |                                   |       |        |
| Contact #3 Date/Time                       |  |                                   |       |        |

## **Emissions extension via drop-box**

If it's time to renew plates for a vehicle that is currently out of state and an emissions test is required, this can be done via one of our external drop-boxes.

- If the state where the vehicle currently resides does emission testing, a passing emissions test from that state will be required.
- If the state where the vehicle currently resides does not do emissions testing, a vin verification will need to be completed by local law enforcement.

### **Required documents:**

- Completed cover letter
- Completed DR2376
- Passing out of state emissions test
  - Or completed DR2698 if the state doesn't do emissions testing
- Check made out to Boulder County

Once received, please allow 3 business days to complete. We will call to collect payment if a check isn't included.

# Application for an Affidavit of Emissions Extension

## Important Information

---

The completed form may be submitted online at [www.mydmv.colorado.gov](http://www.mydmv.colorado.gov) or hand-delivered to your local Colorado County Clerk's Motor Vehicle Office with your proof of current insurance and payment. A completed application does not assure automatic approval. Further information may be required prior to approving this request.

All areas of the application must be filled out or the application will be returned as "Incomplete" or "Denied" which will result in a **delay in your license plates being renewed** and are still subject to applicable late fees due.

Vehicles registered on this extension application using a vehicle identification number (VIN) verification form must be emissions tested within 15 days upon returning to Colorado.

Owners of vehicles who do not comply with the inspection requirements upon return to Colorado are subject to penalties as defined in 42-4-313 C.R.S.

## Reasons for Extension

---

### Out of State Student

Vehicle owner and/or immediate family member is out of state attending school.

### Out of State Military

Vehicle owner and/or immediate family member is out of state on active duty in a branch of the United States military. Military individuals must be the owner or co-owner of the vehicle.

### Seasonally Out of State

Vehicle owner who spends a portion of the year (less than 12 months) and returns the vehicle to Colorado every year. It is recommended that the vehicle owner change the registration cycle to coincide with the time frame when the vehicle is in Colorado to avoid an Emissions Extension every year.

### Vehicle Disabled Out of State

Vehicle owner and/or immediate family member had the vehicle out of state when it became disabled due to a vehicle accident or engine trouble. Must provide receipts from the repair shop or body shop where services were provided or an accident report if applicable.

### Working Out of State

Vehicle owner and/or immediate family member is working in any capacity out of state. Note: Some states require in-state registration if an individual is working in their state.

### Temporarily Out of State

Vehicle owner and/or immediate family member is temporarily out of state for family emergency, caring for a sick relative, settling family estate, etc.

## Required to be Submitted with this Form

---

Along with this application, for **all extensions**: If the state in which the vehicle is currently domiciled requires emissions testing, you must submit a **passing** emissions test from that state (except for reason "D"). If an emissions test is not required, you must submit a DR 2698 Verification of Vehicle Identification Number form filled out by Certified Law Enforcement, Military Police or authorized DMV Personnel in the State in which the vehicle is currently located.

**Please Print All Information Below**

Owner's Name

Owner's Phone Number

Colorado Legal Address

County

City

ZIP Code

Email Address

License Plate Number

Year

Make

Model

Vehicle ID Number or Serial Number

Is the vehicle now in the State of Colorado?.....

Yes

No

**Reason for Extension Request (Check One)**

A - Out of State Student

B - Out of State Active Military

C - Resident Seasonally Out of State

D - Vehicle Disabled Out of State

E - Resident Working Out of State

F - Resident Temporarily Out of State

Name of Out of State Contact (School, Military Installation, Employer, Repair Facility, etc.)

Address of Out of State Contact

Contact Phone Number

City

County

State

ZIP Code

Explain "D", "E", "F"

Month/Year of Estimated Date of Return to Colorado

**Out of State Address to Mail Registration to:**

Name of Addressee

Address

City

State

ZIP Code

**18-8-503 C.R.S.: I certify under penalty of perjury in the second degree that the above information is true and accurate to the best of my knowledge.**

Signature

Date (MM/DD/YY)

# Verification of Vehicle Identification Number

**C.R.S. 24-32-3323, 38-29-122, 42-3-105(l)(c), 42-6-107(l)(b)**

**Any Alteration or Erasure MAY Void This Document**

|                          |           |         |                          |                     |
|--------------------------|-----------|---------|--------------------------|---------------------|
| <b>Type of Vehicle</b> ➔ | Passenger | Tractor | Motor Home               | Motorcycle          |
|                          | SUV       | Bus     | Special Mobile Machinery | Off-Highway Vehicle |
|                          | Truck     | Trailer | Manufactured Home        |                     |

## Vehicle Information

Vehicle Identification Number (VIN)

Year                      Make                      Body                      Model                      Width                      Length

Color                      CWT                      GVWR                      Print Fuel Type

License Plate Number                      State                      Expiration Date

Temporary Tag Number                      State                      Expiration Date

Additional Vehicle Identification Number (VIN)

Motor Number

Coach Number

## Reason for Inspection:

Out of State                      Title Correction                      Other                      (Explain)



## Verified by:

Manufactured Home Dealer                      Licensed Colorado Dealer                      Dealer Number

County Clerk (at their discretion)                      Licensed Colorado Emission                      Station Number

County Assessor (at their discretion)

Colorado Law Enforcement                      Other\*                      (Explain)



Vehicle Identification Number (VIN)

Name of Business or Agency

Street Address

City State ZIP Code

I certify, under penalty of perjury in the second degree, that I have completed a physical inspection of the vehicle/manufactured home described above and the information is true and accurate to the best of my knowledge.

Printed First and Last Name of Inspector Date (MM/DD/YY)

Signature of Inspector

Title

**Colorado Dealer Statement Concerning An Out Of State Vehicle  
C.R.S. 42-6-119(3)V**

Dealer Dealer Number

I certify, under penalty of perjury in the second degree, that the vehicle as described above met the following conditions at the time of sale:

- Was free and clear of all liens and encumbrances,
- Was not stolen,
- The dealership has a sure and adequate title to the vehicle; and
- The dealership has the right and authority to sell and transfer this vehicle.

Dealer Agent (Printed Name)

Dealer Agent Signature Date (MM/DD/YY)

(\*Certified Law Enforcement, Military Police or authorized DMV Personnel in the State in which the vehicle is currently located.)