



Registration Checklist: Colorado Dealership Purchase



Here is a list of what you need to register a vehicle purchased from a CO dealership.

Schedule an appointment with the Motor Vehicle office

All Motor Vehicle in-person services require an appointment. Additionally, registration renewals must be completed out-of-office. Once all of the below materials have been gathered, schedule an appointment with us by visiting bouldercounty.gov/MV or calling 303-413-7710.

New Owner Identification

For a list of acceptable identification, visit our [Secure and Verifiable ID page](#). The vehicle's owner must be present with ID to register the vehicle. (Copies of spouse's or related person's ID will not be accepted). For jointly owned vehicles, either owner may register the vehicle. If the owner has asked someone else to complete the transaction on their behalf (besides a co-owner), a [DR2175 Power of Attorney for Motor Vehicle Only](#) must be completed, signed and presented at the time of registration.

Postcard notice from the Motor Vehicle Division (for financed purchases)

At the time of purchase, your dealer will send the title paperwork to the Motor Vehicle Division for financed or leased vehicles. You will receive a white postcard (Title Complete Notice) when the paperwork is completed. You can check the status of your title paperwork at www.MyDMV.Colorado.gov. If you haven't received your Notice within 7-10 days prior to the expiration of your temporary tags, please call us at (303) 413-7710.

Note: If you purchased a vehicle from Tesla (regardless if you paid cash or financed,) see "Complete paperwork from the dealer" below.

Complete paperwork from the dealer (for cash purchases)

Bring all documents provided by the dealership with you when you come into our office, including the vehicle title and dealer invoice or bill of sale.

Proof of automobile insurance coverage

Vehicles must be covered by insurance before they can be registered. Provide proof of insurance (card, copy of policy, or letter from insurance provider on company letterhead) that includes the vehicle's year, make, model, vehicle identification (VIN), effective date and expiration date of the policy. You may use out-of-state insurance to register your vehicle, but you will need to provide proof that it meets [Colorado's minimum standards](#) (25/50/15). You will be required to obtain Colorado insurance to take advantage of all of our out-of-office services.

License Plates and/or current registration from previously owned vehicle (optional)

If you have Colorado plates from a previously owned vehicle, you can no longer use them as of January 2022. You can still receive credit for any time remaining on your previous registration. Bring the plate number and current registration from your previously owned vehicle with you when registering your new vehicle.

Emissions test (if required)

Unless your vehicle is exempt, you must show proof of passing a Colorado vehicle emissions test when registering your vehicle. The dealership should provide the proof of emissions (or a voucher for an emissions test) to you at the time of purchase. Visit our [Emissions Testing page](#) for information about requirements, exemptions, and testing locations.

Vehicle Identification Number (VIN) verification (if required)

Required only for out-of-state titles. A [VIN Inspection](#) can be done when completing an emissions test at [Air Care Colorado](#) or at a Boulder County Motor Vehicles location at the time of registration (cost is \$20).

Certified weight slip (if required)

A certified weight slip is required for trucks and cargo vans that have been modified more than 300 pounds. A weight slip may also be required for motor homes and used buses based on what supporting documentation you have. Many local private companies (such as [Pioneer Sand](#) – locations in Boulder, Longmont, & Broomfield) can provide a certified weight slip.

Payment

Please see our [Fees & Taxes page](#) for details about how Motor Vehicle fees are calculated. You can estimate your registration fees online at [MyDMV.Colorado.gov](#). For an accurate estimate, be sure to enter the original MSRP (usually different from the purchase price - you may need to look this up online). Payment can be made by check, cash or major credit/debit card (note: a nonrefundable fee is added for credit/debit cards).

Registration Instructions

Financed Purchase:

Gather the above items and then register your vehicle online at [MyDMV.Colorado.gov](#). If you are unable to register online or wish to transfer remaining registration credit from a previously owned vehicle, please contact us or visit one of our Motor Vehicle offices (locations below).

Cash Purchase:

Gather the above items and then visit one of our Motor Vehicle offices (locations below). To avoid potentially long lines, you can make an appointment on our website: www.BoulderCounty.org/MotorVehicle.

*Note: Whether registering online or in-person, you can expect your new Colorado title to be mailed to you within 4 - 6 weeks upon registration of your vehicle.

www.BoulderCounty.org/MotorVehicle

Contact

303-413-7710
303-413-7725 (fax)
motorvehicle@bouldercounty.gov

Locations

Boulder: 1750 33rd Street
Longmont: 529 Coffman Street
Lafayette: 1755 S. Public Road

Hours

7:30 a.m. – 5 p.m.
Monday – Thursday
Closed Friday