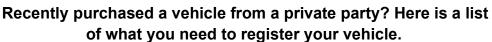
## **Registration Checklist: Private Sale**





☐ Schedule an appointment with the Motor Vehicle office All Motor Vehicle in-person services require an appointment. Additionally completed out-of-office. Once all of the below materials have been gathe 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 present with their ID to register their vehicle. (Copies of spouse's or relative For jointly owned vehicles, either owner may register the vehicle. If the occumplete the transaction on their behalf (besides a co-owner), a DR2178 Only must be completed, signed and presented at the time of registration.	ted person's ID will not be accepted) owner has asked someone else to
S	License Plates
□ Vehicle title     Must be notarized only if required on the title. Must be properly endorsed (please see our page on How to Transfer a Title to a New Owner). An Odometer Reading must be included if the vehicle is under 10 years old.	In Colorado, the seller must retain their license plates. Visit our Buying a Vehicle page to learn more about operating a vehicle prior to registration.
☐ Bill of Sale	
A <u>bill of sale</u> that includes the vehicle information (year, make, model, ar of sale, and the names, addresses, and signatures of the buyer and selle	, · · · · · · · · · · · · · · · · · · ·
☐ Proof of automobile insurance coverage	
Insurance card, copy of the insurance policy or letter from your insurance letterhead including the following: vehicle year, make, model, vehicle ide date and expiration date of the policy. Please see our <a href="Auto Insurance Register">Auto Insurance Register</a>	entification number (VIN), effective
□ Emissions test (if required)  Unless the vehicle is exempt, the seller must provide you with a new em remaining on the current inspection report). Visit our Emissions Testing exemptions, requirements, testing locations, and cost. Please note that it transferred in the last year of the vehicle's exemption period, it will require	page for information about if ownership of the vehicle is
☐ Vehicle Identification Number (VIN) verification (if require	ed)
Required only for out-of-state titles. A <u>VIN Inspection</u> can be done when <u>Air Care Colorado</u> or at a Boulder County Motor Vehicles location at the	•
☐ Financed purchases only: Complete paperwork from lie	n holder

☐ Certified weight slip (if required)

the lien holder, including the security agreement or loan documents.

A certified weight slip is required for trucks and cargo vans that have been modified more than 300 pounds. A

If the lien holder did not send these items directly to our office, you will need to provide all paperwork from

Contact:	Locations	Hours:
www.BoulderCounty.org/MotorVehicle		
*Note: Expect your new Colorado title to be	e mailed to you within 4 - 6 weeks upon registrat	ion of your vehicle.
<u>Taxes page</u> for details. You can es accurate estimate, be sure to enter	lected by our office at the time of regist timate your registration fees online at <u>N</u> the original MSRP (you may need to le credit/debit card (note: a nonrefundab	MyDMV.Colorado.gov. For an ook this up online). Payment can be
If you have Colorado plates from a 2022. You can still receive credit fo	ent registration from previousl previously owned vehicle, you can no or any time remaining on your previous previously owned vehicle with you when	longer use them as of January registration. Bring the plate number
• • • • • • • • • • • • • • • • • • • •	r motor homes and used buses based anies (such as <u>Pioneer Sand</u> – location weight slip.	•

303-413-7710 303-413-7725 (fax) motorvehicle@bouldercounty.gov Boulder: 1750 33rd Street Longmont: 529 Coffman Street Lafayette: 1755 S. Public Road 7:30 a.m. – 5:00 p.m. Monday – Thursday Closed Fridays