



Registration Checklist: Colorado Dealership Purchase



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

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.

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

Insurance card, copy of insurance policy or letter from your insurance company on the company's letterhead including the following: vehicle year, make, model, vehicle identification number (VIN), effective date and expiration date of the policy. Please see our [Auto Insurance Requirements page](#).

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

If you have Colorado plates from a previously owned vehicle, you can save money by reusing them. You can also receive credit for any time remaining on your previous registration. Bring the plates 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.

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](https://mydmv.colorado.gov). If you are unable to register online or wish to reuse license plates 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.org

Locations

Boulder: 1750 33rd Street
Longmont: 529 Coffman Street
Lafayette: 1376 Miners Drive

Hours

8 a.m. – 4:30 p.m.
Monday - Friday