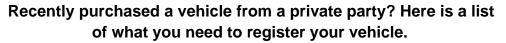


Registration Checklist: Private Sale





□ 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 complete the transaction on their behalf (besides a co-owner), a DR2175 Only must be completed, signed and presented at the time of registration.	ted person's ID will not be accepted). bwner has asked someone else to
. Jg. c. i dia	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 sell-	
☐ 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 Auto Insurance Re	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	completing an emissions test at
☐ Financed purchases only: Complete paperwork from lie	n holder
If the lien holder did not send these items directly to our office, you will not the lien holder, including the security agreement or loan documents.	
□ 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 <u>Pioneer Sand</u> – locations in Boulder, Longmont, & Broomfield) can provide a certified weight slip.

□ 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.
□ Payment Sales tax and other fees will be collected by our office at the time of registration. Please see our Fees &
<u>Taxes page</u> for details. You can estimate your registration fees online at <u>MyDMV.Colorado.gov</u> . For an accurate estimate, be sure to enter the original MSRP (you may need to look this up online). <u>Payment</u> can be made by check, cash, or any major credit/debit card (note: a nonrefundable fee is added for credit/debit cards).
□ Make an Appointment
Once you have all these items, please schedule an appointment at one of our Motor Vehicle offices (locations below) by visiting www.BoulderCounty.gov/MV or by calling 303-413-7710. All in-person services require an appointment. (Also, please note that your future registration renewals will need to be completed out of office.)
*Note: Expect your new Colorado title to be mailed to you within 4 - 6 weeks upon registration of your vehicle.

Contact:

303-413-7710 303-413-7725 (fax) motorvehicle@bouldercounty.org www.BoulderCounty.gov/MV
Locations

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

7:30 a.m. – 5:00 p.m. Monday – Thursday Closed Fridays