

How To Notarize a Car Title in Ohio

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Topic: Auto Titles

If you're buying or selling a vehicle in Ohio, you'll likely need to have a Certificate of Title notarized. In this simple guide, we'll walk through how to notarize a car title in Ohio--step-by-step--so you can avoid delays or costly mistakes.

What is a Certificate of Title?

A Certificate of Title is a legal document used to prove ownership of a motor vehicle. In Ohio, this document must be notarized when ownership is being transferred from the seller to the buyer.

There are two main sections where notarization can occur:

- **Assignment of Ownership** (completed by the seller)
- **Application for Certificate of Title** (completed by the buyer)

How Do I Complete the "Assignment of Ownership" Section?

The Assignment of Ownership is where the seller transfers the vehicle title to the buyer. This section requires a jurat--meaning the notary must witness the seller swear or affirm the information is true.

Steps to Complete Before Notarization

The seller must fill out the top half of the title with:

- **Selling price**
- **Date of sale/delivery**
- **Buyer's legal name and address**
- **Odometer reading**, with the correct box checked
- Whether a **Minor Consent Form** is required

- **Affirmation** that all information is true and correct

Please note: ***The seller must sign in the presence of the notary***

What the Notary Must Do

- Confirm the document is complete and not blank
- Perform a jurat
- Fill in the notarial certificate, including:
 - Signature
 - Venue
 - Date of notarization
 - Type/printed/stamped name
 - Notary seal
 - Expiration date (if applicable)

Under **Ohio Revised Code 147.141(A)(13)**, a notary must not notarize incomplete or blank documents. Doing so can lead to revocation of your commission.

How Do I Complete the "Application for Certificate of Title" Section?

After the seller completes the transfer, the buyer must fill out the bottom half of the title. This also requires a jurat.

Steps for the Buyer

- Accept the **odometer certification**
- Provide **name and address**
- Enter the **purchase price** and required financial details
- Complete the **vehicle information**
- List any **lienholder** (if applicable)
- Indicate if a **Minor Consent Form** is required
- Affirm all information is true and correct

Please note: ***The buyer must also sign in front of the notary.***

What the Notary Must Do

- Ensure the document is fully completed
- Perform a jurat
- Complete the notarial certificate with:

- Signature
- Venue
- Date
- Name (typed/printed/stamped)
- Seal and expiration date (if applicable)

Do I Need a Notary if I'm Transferring a Title Through a Dealership?

If you're working with a licensed Ohio motor vehicle dealer, notarization may not be required.

According to Ohio Revised Code 4505.63 (Effective April 2023):

If a licensed dealer (**under ORC 4517**) is involved, notarization is NOT required for:

- Certificate of Title
- Application for Certificate of Title
- Assignment of Ownership
- Power of Attorney or documents related to titling, when submitted to the **Clerk of Courts**

Quick Tips for Notarizing a Car Title in Ohio

- **Never sign the title until you're in front of a notary**
- **Double-check all information** is filled out correctly
- Bring a **valid photo ID** for both parties
- Contact your local notary or **Ohio Notary Services** if you're unsure

Need Help Becoming a Notary in Ohio?

Whether you're just starting out or need to renew your existing commission, Ohio Notary Services is your trusted resource for everything notary-related in the state of Ohio.

We offer a complete suite of services to help you become a notary in Ohio, including [state-approved notary classes](#), step-by-step guidance for the Ohio

notary exam, [essential notary supplies](#)--including Ohio notary public stamps and seals--and more.

Already a notary? We also make it easy to [renew your Ohio notary commission](#) with our convenient online renewal course and update materials aligned with the latest Ohio notary laws.

No matter where you are in your journey, new applicant or renewing notary--we're here to support you with expert training, certified materials, and responsive customer service.

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Glossary of Key Terms

Certificate of Title - A legal document that proves who owns a vehicle.

Assignment of Ownership - The section of the title where the current owner signs over the vehicle to the new owner.

Application for Certificate of Title - The form the buyer completes to officially register the vehicle in their name.

Jurat - A type of notarization where the signer swears or affirms the information is true and signs in front of a notary.

Odometer Reading - The total number of miles a car has been driven, shown on the dashboard.

Odometer Certification - A statement confirming the car's mileage is accurate at the time of sale.

Minor Consent Form - A form used when someone under 18 is involved in the vehicle transaction, requiring guardian approval.

Lienholder - A person or lender that has a legal claim to the vehicle until the loan is paid off.