

## Application for Certificate of Title

Applicant's First Name			Middle			Last			Co-Applicant's First Name			Middle			Last		
Applicant's SOUNDEX/Maryland Driver's License No./ID No.						Date of Birth			Co-Applicant's SOUNDEX/Maryland Driver's License No./ID No.						Date of Birth		
Applicant's Street Address						City or Town			Co-Applicant's Street Address						City or Town		
County		State		Zip Code		Phone Number			County		State		Zip Code		Phone Number		
Email Address						MDID Needed:			Email Address						MDID Needed:		

IS THE VEHICLE TO BE TITLED AS JOINT TENANTS OR TENANTS BY ENTIRETIES?      JOINT TENANTS      TENANTS BY ENTIRETIES

If the name entered above is a business or trust, enter the FEIN here \_\_\_\_\_. Check the type of business entity below:  
Trust    Professional Association    Sole Proprietorship    Corporation    Limited Liability Company    Partnership    Joint Venture    Other (specify) \_\_\_\_\_

**Please attach a copy of the BUSINESS LICENSE or see reverse of this application for proof acceptable to this Administration.**

### VEHICLE DESCRIPTION

New Vehicle Used Vehicle		Model Year		Vehicle Make		Model No		Body Style		Vehicle Identification Number			
Two stage vehicle complete make & year for each vehicle				Model Year		Vehicle Make		Type of Fuel		# of Cylinders		Motor Carrier #	Unit #
Truck G.V.W.	Truck Tractor G.C.W.	Construction Axles	Bus Seats		Motorcycle Engine NO.		Engine Size (C.C.)		Trailer (Specify Length) G.V.W.    Type of Trailer				

If this vehicle is subject to any liens or encumbrances, complete the following section(s). Attach form VR-217 and LIEN FILING FEE for each Lien Filing(s).  
IF NOT SUBJECT TO A LIEN, WRITE THE WORD "NONE" BELOW.

Name of Secured Party			Street Address of Secured Party			Type of Lien		Lien Code	Date of Lien
City		State		Zip Code			Amount of Lien		

### PURCHASE INFORMATION FOR TAX PURPOSES - SEE INFORMATION ON REVERSE SIDE

IF VEHICLE RECENTLY PURCHASED	MARYLAND DEALER'S CERTIFICATION	DEALERS ONLY
MD. EXCISE TAX OF 6.5% OF: \$ _____ FULL PURCHASE PRICE  ATTACH A NOTARIZED BILL OF SALE SIGNED BY SELLER(S) AND PURCHASER(S)	I hereby certify, under penalty of perjury, that the purchase price represents the full amount paid for this vehicle.  Date of Delivery: _____  Dealer Number _____  SIGNATURE OF DEALER _____      DATE _____	Base Price (Plug-in Electric)
		Certified Selling Price
		Trade-In Allowance
		Taxable Price
		Gross Tax Collected
VIN OF TRADE-IN _____ STATE: _____		Coll. Fee .6% of Gross or \$12 Max. Fee Allow.
Complete this section in its entirety if you qualify for an Excise Tax Credit in this State. I/we have been resident(s) in Maryland for approximately _____. I/we last registered this vehicle in _____ and paid _____% tax (if no tax paid, write "NONE") Check here if you are returning or active-duty military. See instructions on reverse page - not all military qualify.		Net Tax Remitted

Federal and State Law requires that you state the mileage in connection with this vehicle. Failure to complete or providing a false statement may result in fines and/or imprisonment. I certify to the best of my knowledge that the odometer reading is the actual mileage of the vehicle unless one of the following statements is checked:

1. The mileage stated is in excess of its mechanical limits  
 2. The odometer reading is not the actual mileage. WARNING - ODOMETER DISCREPANCY

### PURCHASE INFORMATION FOR TAX PURPOSES - SEE INFORMATION ON REVERSE SIDE

I/we do hereby make application for:    New Tags    Transfer of Tags    30 Day Inspection Plate    Title Only    Class of Tags desired: \_\_\_\_\_

Is this vehicle to be operated for short term rental?    Yes    No    Dealer Loaner    Dealership License Number: \_\_\_\_\_

If transferring plates, complete below:  
 TAG NO. \_\_\_\_\_    STICKER NO. \_\_\_\_\_  
 Name of Insurance Co. \_\_\_\_\_    Policy or Binder No. \_\_\_\_\_    Agent or Broker \_\_\_\_\_

I/we certify that I/we have compared the manufacturer's vehicle identification number on this application with the number on the vehicle and they agree, and that this vehicle is subject to the liens or encumbrances indicated herein and none other. For vehicles registered over 10,000 lbs. by signing this application, I/we certify knowledge of the Federal and State Motor Carrier Safety Laws and certify this vehicle is maintained in compliance with the Maryland Preventative Maintenance Program. If making application for new plates or transfer of registration plates I/we certify under Penalty of Law that the vehicle is covered by at least the minimum amounts of insurance required by the Maryland Motor Vehicles Laws, and further certify that this vehicle will be continuously insured throughout its registration period. **If registering as a construction use type vehicle**, I/we certify the vehicle will be used for construction activities as defined in Section 13-917 (4) "Construction Use." I/we further certify under Penalty of Perjury that the statements made herein are true and correct to the best of my knowledge, information and belief.

Signature of Applicant \_\_\_\_\_    Printed Name of Applicant \_\_\_\_\_  
 Signature of Co-Applicant \_\_\_\_\_    Printed Name of Co-Applicant \_\_\_\_\_  
 Witness my/our Hand(s) and Seal(s) this \_\_\_\_\_ day of \_\_\_\_\_ year \_\_\_\_\_  
 Signature of Co-Signer \_\_\_\_\_    Relationship \_\_\_\_\_  
 Co-Signer/Maryland Driver's License/ID No. \_\_\_\_\_    Date of Birth \_\_\_\_\_

**DOCUMENTS REQUIRED FOR OBTAINING A MARYLAND CERTIFICATE OF TITLE**

**NEW VEHICLES**

**USED VEHICLES**

**NEW VEHICLES PURCHASED OUT-OF-STATE**

- A manufacturer's Certificate of Origin or other ownership document(s) required by law and;
- Original Dealer's Bill of Sale

**NEW VEHICLES PURCHASED IN MARYLAND**

- A Manufacturer's Certificate of Origin and;
- Maryland dealers complete the Maryland Dealer's Certification located on the front of this application or submit the original Dealer's Bill of Sale.

Note: Customers purchasing new and used vehicles from licensed dealers need to submit the original bill of sale to ensure proper deduction for trade-in-allowance, unless Maryland Dealer Tax Certification is completed providing trade-in information.

**USED VEHICLES FROM A TITLE STATE**

- An out of state Certificate of Title in the applicant's name or;
- A properly assigned title is required. If the vehicle is less than 7 years old, a notarized bill of sale signed by all buyers and sellers should accompany the title.

**USED VEHICLES FROM A NON-TITLE STATE OR FOREIGN COUNTRY**

- The registration from the non-title state is required. If the registration is not available, a verification of the registration from the non-title state is acceptable if the owner shown is the seller or applicant.
- A bill of sale needs to accompany this application. If the vehicle is less than 7 years old, the bill of sale should be notarized.

**BUSINESS ENTITY PROOF OF LEGAL EXISTENCE**

**JOINT TENANTS/TENANTS BY ENTIRETY**

Articles of incorporation for Stock, Non-Stock, Closed, Religious, or Tax-Exempt Non-Stock Corporation; Partnership Agreement or Certificate of Limited Liability Partnership; Sole Proprietorship -Copy of Business License, Registration, and/ or Trade Name Application from SDAT, or Application for Sole Proprietorship and/ or General Partnership filed with the Business Personal Property Unit; Articles of Organization for Limited Liability Company; Articles of Merger or Reorganization; Trust Agreement (Only the part naming the trust and identifying the trustees need to be submitted along with the signature and seal)

Joint tenants and tenants by entirety are forms of ownership with rights of survivorship. Ownership by joint tenancy may be selected by any two or more persons. Only joint ownership between spouses may select tenants by entireties. Upon transfer to the survivor, the application must be accompanied by a certified copy of the death certificate. Please note: Transfer of a vehicle jointly titled to spouses, will be exempt from the title fee, if one of the owner's is deceased and the vehicle is transferred to the surviving spouse.

**ODOMETER MILEAGE STATEMENT**

**INSURANCE REQUIREMENTS**

Federal and State law requires that you indicate the mileage in connection with the transfer of ownership. Failure to complete or providing false statement may result in fines and/or imprisonment.

All motor vehicles registered in Maryland must be insured by a company licensed in Maryland and must have personal injury and property damage liability insurance at least in the minimum amounts required by Maryland law. Van pool vehicles must have 5 times this amount.

**MOTOR VEHICLE SAFETY INSPECTION REQUIREMENTS**

Used vehicles titled as CLASS A passenger, CLASS B for hire, CLASS D motorcycle, CLASS E truck, CLASS EFT farm truck, CLASS F tractor, CLASS FF farm tractor, CLASS G trailer, CLASS GF farm trailer, CLASS J van pool, and CLASS M multi-purpose passenger vehicles being titled and registered in Maryland must be inspected at an authorized Maryland Safety Inspection Station. The certificate of inspection must accompany this application unless a Temporary Inspection Plate is requested. CLASS J van pool and CLASS M multi-purpose passenger buses must be Maryland safety inspected each year before the registration may be renewed.

The Motor Carrier Safety Act requires the owner of every vehicle with a registered or operating gross vehicle weight greater than 10,000 pounds to have each vehicle inspected, maintained, and repaired at least every 25,000 miles or 12 months, whichever occurs first, and to provide written certification that the vehicle(s) is/are maintained under a preventative maintenance program approved by the Motor Vehicle Administration and the Maryland State Police Automotive Safety Enforcement Division.

**MARYLAND EXCISE TAX**

**If the vehicle is purchased from a licensed dealer**, the excise tax is 6.5% of the full purchase price less a trade-in allowance.

**If vehicle is purchased from someone other than a dealer and:**

- The vehicle is 6 model years or newer: The tax is 6.5% of the greater of the purchase price on the notarized bill of sale or \$640 (\$320 for trailers). If the new owner does not provide a notarized bill of sale with this form, the tax is the greater of the purchase price or the "clean retail value" shown in the National Automobile Dealers Association Used Car Guide (NADA). For passenger cars, multi-purpose vehicles, 1/2 and 3/4-ton trucks, the value is computed by adding or subtracting high or low mileage.
- The vehicle is 7 model years or older: The tax will be:
  - 6.5% of the purchase price if the purchase price is more than \$640 (\$320 for trailers)
  - \$41.60 (\$20.80 for trailers) if the purchase price is \$640 (\$320 for trailers) or less

**New Residents:** If you are the owner of the vehicle titled or registered in another state, the amount of the excise tax depends on when you moved to Maryland, the age of your vehicle, and how much tax you paid in your prior state.

- Vehicle is 6 model years or newer: It depends on when you moved to Maryland.
  - If you moved to Maryland in the last 60 days, you get a credit for the tax you paid in your prior state. You will pay the difference between the prior state's tax rate and Maryland's 6.5% multiplied by the "clean retail value" of the vehicle as shown in the NADA Used Car Guide. (For passenger cars, multi-purpose vehicles, 1/2 and 3/4-ton trucks, the value is computed by adding or subtracting high or low mileage.) If the tax owed is less than \$100 or your prior state's tax rate is more than 6.5%, you will pay \$100.
  - If you moved to Maryland more than 60 days ago, you will pay 6.5% of the "clean retail value" of the vehicle as shown in the NADA Used Car Guide.
- Vehicle is 7 model years or older: You will pay \$41.60. If you have a trailer, you will pay \$20.80.

If you lease a vehicle, bring a copy of the lease contract or a letter from the leasing company showing taxes paid (if any) to the previous state.

**Active Service Members living in Maryland and stationed in Maryland, DC, or an adjoining state, and returning Maryland residents in the Uniformed Services**, may be entitled to an excise tax exemption. To qualify for excise tax exemption, present: (1) An out of state title listing the Service Member as owner (may be jointly titled); and (2) The DD-214 Discharge Order from the Uniformed Services showing the name of the Service Member on the out of state title, or a copy of the Official Orders showing where the Service Member is stationed. Additionally, the VR-005 Application for Certificate of Title must be completed and signed, and the vehicle requires a Maryland Safety Inspection. If there is a lien on the vehicle, a \$40.00 Lien Filing fee is required. Title and registration fees and surcharges will also apply. Please note that non-resident Service Members who are stationed in Maryland can title and register their vehicles in Maryland or in the state that is their home of record.

**REGISTRATION PLATES AND FEES**

**Security Interest Filing Fee** - \$40.00 for each lien recorded.

**Title Fee** - \$200 (qualifying gifted trailers 3,000 lbs or less - \$100; short term rentals - \$100; mopeds and scooters - \$40; off-road vehicles \$70)

**Transfer of Registration Plates** - \$15, if the annual registration fee is the same or less than previously owned vehicle. If the annual registration fee is more than that of the previously owned vehicle, the transfer fee is \$15 plus any difference in the two registration fees. If you are transferring plates with less than 12 months before the registration expiration, the registration will be renewed for an additional year. NOTE: Vehicle class and ownership restrictions apply.

**Surcharge** - To ensure stable funding for Maryland's world-renowned emergency medical services (EMS) system, a "surcharge" of \$40 per registration year, will be collected with the registration fee. The EMS system includes med-evac helicopters, ambulances, fire equipment, rescue squads, and trauma units. Surcharge does not apply for Class L Historic, Class N Street Rod, Class G Trailers, Interchangeable and Gratis registrations. For Plug-in Electric Vehicles (PEV), the surcharge is \$100 per registration year. For Zero-emissions Plug-in Electric Vehicles (ZPEV), the surcharge is \$125 per registration year.

**Half-year rates** are effective on or after the first day of the seventh month of the registration year. Quarterly rates are in effect for trucks 27,000 lbs or more.

**PAYMENT METHODS:** Visa, Master Card, American Express, Mobile Wallet Pay, Cash, Check and Money Order payable to the MVA. **By mail:** Check and Money Order only. **Please Note:** The check must include (1) imprinted name and address, (2) driver's license number (Soundex number) and (3) home or work telephone number. Company checks must have the Federal Employer Identification Number (FEIN).