

**STATE OF DELAWARE
DEPARTMENT OF TRANSPORTATION
DIVISION OF MOTOR VEHICLES**

U-TITLE or MOBILE HOME (MH) TITLE REQUEST FORM

This form is to be used only when an issue exists on a purchaser's driver license or vehicle registration. **Directions on reverse side.**

TO: Delaware Division of Motor Vehicles

FROM: _____
Dealership Name

We are requesting a "U" or "MH" title for a: _____
Year Make

Vehicle Identification No.: _____

Sold to: _____
Full Name of Buyer(s)

Buyer's Address

Buyer's Driver License Number

Co-Buyer's Driver License Number

The vehicle buyer has refused to clear the issue with their driver license or vehicle. The vehicle or mobile home is currently titled in Delaware or is a new vehicle or mobile home sold by a Delaware dealer or has a VIN inspection conducted by DMV.

I realize a "U" title means the vehicle is unregistered, and a new title must be obtained when the vehicle is registered.

Dealership Name

Signature of Authorized Representative

Printed Name of Representative

Date

DMV SPECIALISTS: Attach this form to the vehicle title work for filming.

**THIS FORM IS TO BE USED ONLY UNDER THE DESCRIBED CIRCUMSTANCES
OUTLINED BELOW**

This Division has been advised by several dealers of a serious problem involving the ability to obtain a title to a vehicle sold to a customer with any driver license issue. The Division's current policy is that the problem must be cleared before a title will be issued. This policy has created situations where the customer has refused to clear the record, and the dealer was required to pay off the vehicle/mobile home loan due to its inability to provide a title to the finance company.

The Division has agreed to change our policy and provide the dealer a "U-title" or "Mobile Home title" as long as the following items have been accomplished:

- Dealerships must make a serious attempt to convince the customer to clear the driver license issue. This requires a certified letter be sent to the customer with a return receipt requested. Present a copy of the return receipt along with this form to obtain a title.
- The vehicle or mobile home must have a VIN verification, unless it is currently titled in Delaware or is new and was sold by a Delaware dealer.
- The dealership will only issue one temporary tag to the customer purchasing a vehicle.
- Dealership must have a Power of Attorney for the customer or have the customer's signature on all required paperwork.
- Dealers must fill out this application (MV616) and submit it with their paperwork and a copy of the return receipt from the certified letter.