



**DOCUMENTS NEEDED TO OBTAIN A DELAWARE TITLE AND
REGISTRATION FOR YOUR VEHICLE**



- Manufacturer's Certificate of Origin (Must be properly transferred to new owner.)
- Out-of-state title (Must be in owner's name or properly transferred to new owner. Out-of-state titles must be notarized if stated notary seal required.)
- If financing or leasing the vehicle, the owner or lessee **must** provide the mailing address of the lienholder or leasing company.
- Proof of liability insurance on the vehicle being titled. (This can be an insurance card verifying liability, insurance policy or a letter from your insurance agent on his letterhead. Whatever is presented must identify the vehicle, or the fact that all vehicles owned by the applicant are properly insured.)
- Vehicle must be presented for an inspection at one of our Division of Motor Vehicles inspection facilities.
- This Application for Delaware for Title must be signed by the owner (or if the vehicle has co-owners, **all** owners must sign.)
- Application for Title in a company's name must be signed by an officer of the company or an individual signing for the company must have a power of attorney from the company authorizing them to sign for the company.
- Dealer's Bill of Sale if purchased from a dealer.
- Driver's license or proper identification required.
- Delaware titles must be completed with mileage, date of birth and driver's license number.
- Delaware title transfers must be signed by all applicants.
- To transfer a Delaware Certificate of Title, the new owner must present valid proof of liability insurance, or the license plate and registration card must be turned in at the time of transfer.
- All Applications for Title for mobile homes must be accompanied by a county tax form. **These forms must be obtained from:**

Sussex County
Board of Assessments
2 The Circle
Georgetown, DE 19947
(302) 855-7720

Kent County
Receiver of Taxes
County Admin. Bldg.
414 Federal Street
Room 220
Dover, DE 19901
(302) 744-2333

New Castle County
Treasury Division
87 Read's Way
Corporate Commons
New Castle, DE 19720
(302) 323-2600

- Other

DMV Title Specialist: _____

Date: _____