



NEW PURCHASE- CASH SALE- OUT OF STATE DEALER

Be prepared before you visit us:

You should receive a packet of paperwork from the out-of-state dealer, either in-person or via certified mail. The entire packet needs to be kept together and brought to your motor vehicle office. The packet may include some of the items listed below.

Step One: Decide if this is option is right for your transaction.

- ☐ You are a current resident of Adams County.
- ☐ You must be listed as an owner of the vehicle.

Step Two: What do you need?

- ☐ **Secure and Verifiable Identification (SVID)** This identification must be provided by the owner of record. For an example of acceptable SVID, visit www.adcogov.org/motor-vehicle
- ☐ **Proof of current insurance that complies with Colorado insurance requirements.**
 - \$25,000 legal liability for bodily injury or death to any one person in any one accident
 - \$50,000 legal liability coverage for bodily injury or death to all persons in any one accident
 - \$15,000 property damage
- ☐ **DR 2698 Verification of Vehicle Identification Number (also known as a VIN Verification) (if applicable)**
- ☐ Weight slip (if applicable) will be required on all motor homes and trucks with an empty weight of more than 4500 pounds and trailers of more than 2000 pounds.
- ☐ Proof of Emissions Test (if applicable) - see www.aircarecolorado.com for requirements.
- ☐ **Most Current Title to the vehicle, properly assigned (Copies not acceptable).** Vehicles from non-titling states or foreign countries should contact our office at 720-523-6010 for title and registration requirements.
- ☐ **Dealer invoice showing all financial data regarding the sale of the vehicle.**
- ☐ **Proof of Sales Taxes paid (if applicable)**
 - **Any unpaid taxes will be owed at the time of titling.**
- ☐ **DR 2395 Application for Title**
- ☐ DR2421 Statement of One in the Same (listing all variations of your name)(if applicable)
- ☐ Plate Number, if you wish to transfer plates and/or credit from another vehicle (there must be at least one owner in common for both vehicles).
- ☐ **Cash, Check, Credit Card, or Debit card (\$0.75 +2.25% additional fee for credit and debit card transactions)**
 - You may have a check for sales taxes, made out to the County, attached to your packet.

Note: A late fee of \$25.00 per month up to \$100.00 is applied on vehicles registered 61 days after the date of purchase if no temporary tag was issued.



Additional Information

Any Air Care Colorado station can complete the Verification of Vehicle Identification Number form (DR2698) and the gas emissions test can. Visit www.aircarecolorado.com for a list of locations near you.

Diesel Emission Testing stations and requirements can be found at <https://www.colorado.gov/pacific/dmv/diesel-vehicles>

If your vehicle does not require an emissions test, you can pull to the side of the emissions station and request a VIN Verification only. Adams County can also complete a VIN Verification for you (the cost is \$15.00)

Adams County Motor Vehicle Locations

Lobby Hours: 7 a.m. – 4:30 p.m., Tuesday-Friday, except holidays.

For Adams County Motor Vehicle office closures, shut downs, and walk-in options visit:

www.adcogov.org/motor-vehicle

Brighton (Main Office)

Adams County Government Center
4430 S. Adams County Pkwy., Suite E2001
Brighton, CO 80601
Ph: 720.523.6010
Fx: 720.523.6011

North Pecos

12200 Pecos St.
Westminster, CO 80234
Fx: 303.453.8528

Aurora

3449 Chambers Rd
Aurora, CO 80011
Fx: 720.374.0588

Westminster

8452 Federal Blvd.
Westminster, CO 80031
Fx: 303.428.2294

Bennett

355 S. First Street
Bennett, CO 80102
Fx: 720.523.7651
Closed daily 12-1 p.m.

Commerce City

7190 Colorado Blvd., Suite 100
Commerce City, CO 80022
Fx: 720.322.1616

Adams County Motor Vehicle Office
Mailing: P.O. Box 5011 Brighton, CO 80601-8215
Ph: [720.523.6010](tel:720.523.6010)
Adcogov.org/motor-vehicle

Application For Title and/or Registration

C.R.S. 42-3-105, 42-3-304(25)(c), 42-6-107, 42-6-116, 42-6-117

Any Alteration or Erasure may Void this Document

Vehicle Identification Number (VIN)										Fuel Type*: *If electric, is it plug-in electric? <input type="checkbox"/> Yes <input type="checkbox"/> No											
Year		Make		Body		Model		Color		CWT		Off-Highway Vehicle <input type="checkbox"/> Yes <input type="checkbox"/> No				Snowmobile <input type="checkbox"/> Yes <input type="checkbox"/> No					
Dealer #		Date Purchased				Commercial Use <input type="checkbox"/> Yes <input type="checkbox"/> No		MSRP		Size (W x L)				Bus Cap. <input type="checkbox"/> Adult <input type="checkbox"/> Juvenile							
Legal Name(s) as it Appears on Identification* and Address of Owner(s) or Entity										Lease Buy-Out <input type="checkbox"/> Yes <input type="checkbox"/> No		Legal Name(s) as it Appears on Identification and Physical Address of Lessee									
* <input type="checkbox"/> DR 2421 Attached										Indicate Alternate Address Here if The Registration Renewal Should be Sent to a Different Address											
										First Lienholder Name and Address or ELT E- Number										Second Lienholder Name and Address**	
Lien Amount										Lien Amount											
Indicate Alternate Address Here if The Title Should be Sent to a Different Lienholder Address										Indicate Alternate Address Here if The Title Should be Sent to a Different Lienholder Address											
*DR 2421 Statement of One in the Same is required when the owner's name on the Secure and Verifiable ID differs from the owner's name on the application/title. **If more than two lienholders, please attach separate documentation.																					
<p>Motor vehicle insurance or operator's coverage is compulsory in the State of Colorado. Proof of insurance is required prior to issuance of a registration. Non-compliance with this requirement is a misdemeanor traffic offense. Pursuant to 42-4-1409, C.R.S., the penalties for failure to have motor vehicle insurance coverage is a Class 1 Misdemeanor Traffic Offense punishable by a mandatory minimum ten days imprisonment, or three hundred dollar fine, or both or a mandatory maximum one year imprisonment, or one thousand dollar fine, or both shall be imposed by section 42-4-1701(3)(a)(II)(A), C.R.S.; and</p> <p>a. A minimum mandatory fine of not less than five hundred dollars or greater if imposed by the court; and</p> <p>b. At the discretion of the court, not less than forty hours of community service, subject to the provisions of section 18-1.3-507, C.R.S.</p> <p>c. A second or subsequent conviction within a period of five years following a prior conviction, a minimum mandatory fine of not less than one thousand dollars.</p> <p>After obtaining a registration, you will be required to sign an affirmation clause indicating compliance with insurance requirements.</p> <p>Unless a person waives his or her confidentiality, the information contained in the person's motor vehicle record shall not be used for any purpose other than a purpose authorized by law, pursuant to C.R.S. 42-2-121 (4)(a).</p>																					
I certify, under penalty of perjury in the second degree, that the above information is true and accurate to the best of my knowledge.																					
Owner or Agent Signature															Date						
Printed name of Owner/Agent as it appears on Identification:																					
Secure and Verifiable ID of Owner/Agent: <input type="checkbox"/> Colorado DL <input type="checkbox"/> Colorado ID <input type="checkbox"/> Other:																					
ID#										Expires										DOB	
The undersigned witness affirms that the named owner of the vehicle identified in this document presented the identification described above.																					
Witness Signature															Date						
County Use Only (Dealers/Lienholders: Do Not Write Below this Line)																					
Previous Title Number										Title Number											
Date Accepted		Purchase Price				Odometer Reading & Indicator				GVWR				Fleet #				Unit #			
First Lienholder #											Second Lienholder #										
Lien File No.		Lien Amount		Maturity Date		Date of Lien		Lien File No.		Lien Amount		Maturity Date		Date of Lien							
Taxes Paid:											Filing Fees:										
Additional Comments:																					
Clerks Initials																					

This form is only required if there is more
than one owner and Joint Tenancy is desired

State Of Colorado
Joint Tenancy with Rights of Survivorship
Acknowledgement of Intent
C.R.S. 38-11-101

Any Alteration or Erasure may Void this Document

To create joint tenancy with rights of survivorship, there must be specific language declaring such intent, signed under penalty of perjury in the second degree by all owners. This form is only applicable to multiple owners.

Joint Tenancy with rights of Survivorship is defined as: A form of legal co-ownership of property (also known as survivorship). At the death of one co-owner, the surviving co-owner becomes sole owner of the property. Transfer of ownership requires copy of death certificate and signature of survivor.

Tenancy in Common is defined as: The equal or unequal holding of property by two or more persons. At the death of one co-owner, the deceased share of the property goes to his/her estate and is to be divided according to his/her will or the law in the absence of a will. Transfer of ownership requires documents appointing a personal representative for the decedent.

Vehicle Identification Number	Year	Make.	Model
Owner One	<p>I _____ (print name) request the Colorado Certificate of Title for the Vehicle described above be issued in:</p> <p style="text-align: center;"><input type="checkbox"/> Joint Tenancy With Rights of Survivorship <input type="checkbox"/> Tenancy in Common</p> <p>Per C.R.S. 42-6-116; I certify under penalty of perjury in the second degree that the above information is true and correct to the best of my knowledge.</p>		
	Owners Signature		Date
Owner Two	<p>I _____ (print name) request the Colorado Certificate of Title for the Vehicle described above be issued in:</p> <p style="text-align: center;"><input type="checkbox"/> Joint Tenancy With Rights of Survivorship <input type="checkbox"/> Tenancy in Common</p> <p>Per C.R.S. 42-6-116; I certify under penalty of perjury in the second degree that the above information is true and correct to the best of my knowledge.</p>		
	Owners Signature		Date
Owner Three	<p>I _____ (print name) request the Colorado Certificate of Title for the Vehicle described above be issued in:</p> <p style="text-align: center;"><input type="checkbox"/> Joint Tenancy With Rights of Survivorship <input type="checkbox"/> Tenancy in Common</p> <p>Per C.R.S. 42-6-116; I certify under penalty of perjury in the second degree that the above information is true and correct to the best of my knowledge.</p>		
	Owners Signature		Date
Owner Four	<p>I _____ (print name) request the Colorado Certificate of Title for the Vehicle described above be issued in:</p> <p style="text-align: center;"><input type="checkbox"/> Joint Tenancy With Rights of Survivorship <input type="checkbox"/> Tenancy in Common</p> <p>Per C.R.S. 42-6-116; I certify under penalty of perjury in the second degree that the above information is true and correct to the best of my knowledge.</p>		
	Owners Signature		Date

STATE OF COLORADO
Statement of One and the Same

and	_____
Are one and the same	<input type="checkbox"/> Person <input type="checkbox"/> Company
I certify under penalty of perjury in the second degree, that the above statements are true and accurate to the best of my knowledge.	
Signature _____	