



# STATE OF INDIANA

Eric J. Holcomb, Governor

Peter L. Lacy, Commissioner

## AFFIDAVIT OF OWNERSHIP Vehicle Title Application Checklist

If you cannot obtain a certificate of title from the seller of your vehicle, and the vehicle is valued at \$5,000 or less, according to NADA average retail or clean retail value, you may apply for a certificate of title by completing an [Affidavit of Ownership for a Vehicle – State Form 23037](#).

Passenger, motorcycle, truck, trailer, off-road vehicle, snowmobile, RV, farm tractor, low speed, semitrailer, watercraft, and manufactured homes are all eligible for the Affidavit of Ownership process as long as the vehicle value is \$5,000 or less.

When submitting paperwork, include the following:

- [Application for Certificate of Title for a Vehicle – State Form 205](#)
- [Application for Certificate of Watercraft Title - State Form 38529](#)
- [Affidavit of Ownership for a Vehicle - State Form 23037](#)
- Bill of Sale. Must include the vehicle year, make, VIN, seller, purchaser, purchase price, and purchase date.
- A lien release is required for all vehicles where the most current title on record has a lien recorded.
- An unopened and unclaimed certified letter mailed to the seller's (and lien holder, if applicable) last known address requesting the title. If the envelope is opened, **your application will be rejected.**
- A copy of the certified letter you mailed to the seller's (and lien holder, if applicable) last known address.
- [Physical Inspection of a Vehicle or Watercraft – State Form 39530](#). Must be completed by a law enforcement officer or an employee of a BMV license branch.
- [Odometer Disclosure Statement – State Form 43230](#). All trailers and motor vehicles weighing over 16,000 pounds are exempt. Mileage will be branded as "Not Actual" unless a completed and signed odometer statement from the owner of record is provided.
- One proof of address. A driver's license or identification card may be accepted as proof if the address on the credential is correct. If the address is not correct, any document from the approved [BMV documentation list](#) that is dated within the last 60 days may be used as proof. To view the approved documentation list, click on the link provided or visit myBMV.com.
- Submit payment for the following vehicle or watercraft (as applicable) title application fees and taxes. Payable by MasterCard or Visa, check, electronic check, or money order.
  - \$15 title application fee.
  - \$30 additional administrative penalty will be assessed if the title application packet is not received within 45 days after the purchase date.
  - \$25 speed title fee. This optional fee is in addition to the \$15 title application fee. Paying the optional speed title fee ensures that the title is processed in a period of time that is substantially shorter than the normal processing period.
  - If the vehicle/watercraft is transferring ownership, include 7% sales tax of the dollar amount listed on the Bill of Sale or provide proof of sales tax paid on an [ST108 – Certificate of Gross Retail or Use Tax Paid – State Form 48842](#). If exempt from sales tax, include an [ST108E – Certificate of Gross Retail or Use Tax Exemption – State Form 48841](#).
- Vehicle color: \_\_\_\_\_ (List color on line)
- Vehicle fuel type (select one):
  - Gasoline
  - Diesel
  - Hybrid
  - Electric
  - Other

For your convenience, the required forms are included with this checklist. The forms are also available at myBMV.com. Mail the completed packet to:

**Indiana Bureau of Motor Vehicles  
Central Office Title Processing  
100 North Senate Avenue, Room N411  
Indianapolis, IN 46204**

If the BMV determines that sufficient credible evidence exists to substantiate the applicant's claim of ownership, a title will be issued. **If all required documents are not submitted or information is incomplete, the entire application will be returned.**

**Please include this checklist with your application.**



# APPLICATION FOR CERTIFICATE OF TITLE FOR A VEHICLE

State Form 205 (R10 / 11-18)  
INDIANA BUREAU OF MOTOR VEHICLES

\*This agency is requesting disclosure of your Social Security Number / Federal Identification Number in accordance with IC 4-1-8-1; disclosure is mandatory, and this record cannot be processed without it.

To be completed by a police officer, BMV official, or BMV certified dealer signee for out-of-state titles. I hereby certify that I personally examined the following vehicle and find the identification number to be as follows.					I swear or affirm that I am authorized to perform this transaction, and I agree to indemnify and hold harmless the Indiana BMV from any and all liability arising from this transaction.									
Vehicle Identification Number					I swear or affirm that the information that I have entered on this form is correct. I understand that making a false statement on this form may constitute the crime of perjury.									
<table border="1"> <tr> <td>Year</td> <td>Make</td> <td>Model</td> <td>Type</td> <td>Date (mm/dd/yyyy)</td> </tr> </table>					Year	Make	Model	Type	Date (mm/dd/yyyy)	Applicant Signature: _____				
Year	Make	Model	Type	Date (mm/dd/yyyy)										
Inspector's Printed Name and Title					Printed Name: _____									
Inspector's Signature					Applicant Signature: _____									
Badge, Branch, or Dealer Plate Number					Printed Name: _____									
Transaction Number					Date (mm/dd/yyyy): _____									
Branch Number					Invoice Number									
Social Security Number / Federal Identification Number *					BMV Use Only									
Name of Applicant					State									
Residence Address (number and street)					City									
Vehicle Identification Number					ZIP Code									
Vehicle Year					Odometer									
Vehicle Make					Vehicle Model									
Vehicle Model					Vehicle Type									
Former Title Number					Purchase Date (mm/dd/yy)									
Lien (Y/N)					Speed (Y/N)									
Dealer Number					BMV Use Only									
ELT ID					Holder of First Lien, Mortgage, or Other Encumbrance / Special Mailing Address									
Mailing Address (number and street)					City									
State					ZIP Code									
ELT ID					Holder of Second Lien, Mortgage, or Other Encumbrance									
Mailing Address (number and street)					City									
State					ZIP Code									
License Number					License Year									
Forms Used					BMV Use Only									
Gross Retail and Use Tax Affidavit – I/We hereby certify that sales or use tax on this vehicle was paid as indicated below.														
Selling Price		Less Trade-In / Discount		Amount Subject to Tax		Amount of Tax		Exemption Code						
\$		\$		\$		\$								



# APPLICATION FOR CERTIFICATE OF WATERCRAFT TITLE

State Form 38529 (R9 / 03-20)  
INDIANA BUREAU OF MOTOR VEHICLES

\* This agency is requesting disclosure of your Social Security Number / Federal Identification Number in accordance with IC 4-1-8-1; disclosure is mandatory, and this record cannot be processed without it.

To be completed by a police officer, BMV official, or BMV certified dealer signee for out-of-state titles. I hereby certify that I personally examined the following watercraft and find the identification number to be as follows.				I swear or affirm that I am authorized to perform this transaction, and I agree to indemnify and hold harmless the Indiana BMV from any and all liability arising from this transaction.			
Hull Identification Number <div style="display: flex; justify-content: space-around; width: 100%; height: 20px;"> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> <div style="border: 1px solid black; width: 20px; height: 20px;"></div> </div>				I swear or affirm that the information that I have entered on this form is correct. I understand that making a false statement on this form may constitute the crime of perjury.			
Year	Make	Registration Number	Date (mm/dd/yyyy)	Applicant Signature: _____			
Inspector's Printed Name and Title			City	Printed Name: _____			
Inspector's Signature			Badge, Branch, or Dealer Plate Number	Applicant Signature: _____			
Transaction Number				Branch Number	Invoice Number	BMV Use Only	
Registration Number			Former Title Number		Purchase Date (mm/dd/yyyy)	Make	
Series or Model			Hull Identification Number		Length	Year	
Watercraft Type			Watercraft Use		Propulsion Type		
Social Security Number / Federal Identification Number *				Horsepower	Applicant's County of Residence		
Name of Applicant				Street Address (number and street)			
City					State	ZIP Code	
ELT ID	Holder of First Lien, Mortgage, or Other Encumbrance / Special Mailing Address				Mailing Address (number and street)		
City			State		ZIP Code	BMV Use Only	
ELT ID	Holder of Second Lien, Mortgage, or Other Encumbrance				Mailing Address (number and street)		
City			State		ZIP Code	Dealer Number	
Gross Retail and Use Tax Affidavit – I/We hereby certify that sales or use tax on this watercraft was paid as indicated below.							
Selling Price	Less Trade-In / Discount	Amount Subject to Tax	Amount of Tax	Dealer	Branch	Exempt	Exemption Code
\$	\$	\$	\$				



# AFFIDAVIT OF OWNERSHIP FOR A VEHICLE

State Form 23037 (R7 / 4-11)  
INDIANA BUREAU OF MOTOR VEHICLES

**BUREAU OF MOTOR VEHICLES**  
100 North Senate Avenue, N411  
Indianapolis, IN 46204

\* This agency is requesting disclosure of your Social Security Number in accordance with IC 4-1-8; disclosure is mandatory and this record cannot be processed without it.

- INSTRUCTIONS:**
1. An applicant who is unable to obtain a properly executed title for a vehicle may present the below form to obtain a certificate of title.
  2. Please complete in blue or black ink or printform.
  3. The retail value of the vehicle must meet the requirements as determined by the Bureau.
  4. The purchaser must have a notarized Bill of Sale or a Bill of Sale signed under penalty of perjury which indicates the vehicle's year, make, VIN, seller, purchaser, and purchase price. Sales tax will be assessed by the amount indicated on the Bill of Sale.
  5. An unopened, unclaimed certified letter to the seller's (and lien holder, if applicable) last known address requesting the title must be presented with this affidavit. A copy of the unopened letter should be included to confirm the request for the title to the vehicle in question. Do not open the original letter.
  6. Include a lien release, if necessary.
  7. A VIN inspection completed by law enforcement is required.
  8. Include an Odometer Disclosure Statement, if applicable.

## PURCHASER INFORMATION

Purchaser's Name (last, first, middle initial or company name)			Social Security Number* or Federal Identification Number			
Purchaser's Legal Address (number and street)		City	State	ZIP Code		

## VEHICLE INFORMATION

Vehicle Identification Number	Vehicle Year	Vehicle Make	Vehicle Model	Vehicle Type	Vehicle Color	License Plate Number

## SELLER INFORMATION

Seller's Name (last, first, middle initial or company name)				
Seller's Legal Address (number and street)		City	State	ZIP Code
Date of Sale (mm/dd/yyyy)		Purchase Price \$		

This affidavit is submitted to request the State of Indiana, Bureau of Motor Vehicles to issue an Indiana Certificate of Title.

I warrant and agree to defend this claim and to indemnify and hold harmless the Indiana Bureau of Motor Vehicles from any liability arising from this transaction.

I swear or affirm that the information that I have entered on this form is correct. I understand that making a false statement may constitute the crime of perjury.

Signature of Purchaser	Printed Name	Date Signed (mm/dd/yyyy)
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# BILL OF SALE

State Form 44237 (R4 / 7-17)

INDIANA BUREAU OF MOTOR VEHICLES

INSTRUCTIONS: 1. Complete in blue or black ink or print form.

VEHICLE OR WATERCRAFT INFORMATION													
Vehicle or Hull Identification Number													
Year			Make				Model			Registration Number (If applicable, watercraft only)			
SALE INFORMATION													
Purchase Price							Date of Sale (mm/dd/yyyy)						
<b>I do hereby sell, transfer and convey all rights for the above vehicle / watercraft to the purchaser in consideration of the sale payment amount. I certify that the vehicle / watercraft is not subject to any liens that are the responsibility of the seller.</b>													
<b>I swear or affirm that the information I have entered on this form is correct. I understand that making a false statement may constitute the crime of perjury.</b>													
Signature of Seller										Date (mm/dd/yyyy)			
Printed Name of Seller (last, first, middle initial or company name)													
Signature of Seller										Date (mm/dd/yyyy)			
Printed Name of Seller (last, first, middle initial or company name)													
Address of Seller (number and street)													
City					State				ZIP Code				
<b>I swear or affirm that the information entered on this form is correct. I understand that making a false statement may constitute the crime of perjury.</b>													
Signature of Purchaser										Date (mm/dd/yyyy)			
Printed Name of Purchaser (last, first, middle initial or company name)													
Signature of Purchaser										Date (mm/dd/yyyy)			
Printed Name of Purchaser (last, first, middle initial or company name)													
Address of Purchaser (number and street)													
City					State				ZIP Code				



# ODOMETER DISCLOSURE STATEMENT

State Form 43230 (R3 / 5-13)  
INDIANA BUREAU OF MOTOR VEHICLES

- INSTRUCTIONS:**
1. In accordance with federal and state law, the seller of a motor vehicle must disclose the current mileage to a purchaser in writing upon transfer of ownership. The disclosure must be signed by the seller, including the printed name. If more than one person is a seller, only one seller is required to sign the written disclosure.
  2. The purchaser must sign the disclosure statement, including printed name and address, and return a copy to the seller.
  3. Complete this form in its entirety, in blue or black ink.

Federal and State law requires that you state the mileage upon transfer of ownership. Failure to complete or providing a false statement may result in fines, imprisonment, or both.

I, \_\_\_\_\_ residing at:

Printed name(s) of Seller(s)

certify to the best of my knowledge that the

Address of Seller(s) (number and street, city, state, and ZIP code)

odometer reading is the actual mileage of the vehicle described below unless one of the following statements is checked:

Miles (no tenths)

1. I hereby certify that to the best of my knowledge the odometer reading reflects the amount of mileage in excess of its mechanical limits.
2. I hereby certify that the odometer reading is NOT the actual mileage and should not be relied upon. WARNING - ODOMETER DISCREPANCY.

Vehicle Make	Vehicle Model	Vehicle Year	Vehicle Body Type
Vehicle Identification Number (VIN)			Transfer Date (month, day, year)

I will not hold the Bureau of Motor Vehicles or the Bureau of Motor Vehicles Commission responsible for any discrepancy shown on the odometer reading. I, the undersigned, swear or affirm that the information entered on this form is correct. I understand that making a false statement may constitute the crime of perjury.

Signature(s) of Seller(s)

Date (month, day, year)

## PURCHASER'S INFORMATION

I am aware of and acknowledge the above odometer certification made by the seller(s).

Signature(s) of Purchaser(s)

Date (month, day, year)

Printed Name(s) of Purchaser(s)

Address of Purchaser(s) (number and street)

City

State

ZIP Code



# PHYSICAL INSPECTION OF A VEHICLE OR WATERCRAFT

State Form 39530 (R8 / 6-21)  
INDIANA BUREAU OF MOTOR VEHICLES

**BUREAU OF MOTOR VEHICLES**  
100 N. Senate Avenue, Room N440  
Indianapolis, IN 46204  
(888) 692-6841  
[www.bmv.in.gov](http://www.bmv.in.gov)

- INSTRUCTIONS:**
1. Approved inspector must complete information in blue or black ink or print form.
  2. The vehicle identification number (VIN) or hull identification number (HIN) must be inspected to verify the existence and condition of the number. An ownership document is not required to be submitted for inspection.
  3. Inspections may be performed by an employee of a dealer licensed under IC 9-32, a military policeman assigned to a military post in Indiana, a police officer, a designated employee of the BMV, an employee of a qualified person operating under a contract with the commission, or an employee of a dealer that is licensed as a motor vehicle dealer in a state other than Indiana and approved by the bureau.
  4. Police officers completing this form may charge a fee of not more than \$5.00 for this inspection under IC 9-17-2-12.

### OWNER INFORMATION

Name (last, first, middle initial or company name)

Address (number and street)

City

State

ZIP Code

### VEHICLE OR WATERCRAFT INFORMATION

Identification Number

NONE (Select if no identification number found.)

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Year	Make	Model	Type	Plate Number / State	Watercraft Registration Number, if applicable

#### For assembled vehicles or watercraft include serial numbers for major component parts if present:

Engine / Motor	Transmission
Body Chassis	Front Assembly
Rear Clip	Frame

Other (specify):

#### \*IDACS / NCIC Check (Required if form is completed by a police officer)

Date Check Performed (mm/dd/yyyy)	Comments

**I swear or affirm that the information I have entered on this form is correct. I understand making a false statement may constitute the crime of perjury.**

Signature of Inspector		Printed Name		Title		Date (mm/dd/yyyy)	
Badge/ Branch/ Dealer Number	Police Department / Branch / Dealership		City	State	ZIP Code		
Telephone Number (     )			E-mail				



# COLLECTION OF PAYMENT INFORMATION

State Form 56163 (R2 / 6-19)  
INDIANA BUREAU OF MOTOR VEHICLES

## BUREAU OF MOTOR VEHICLES

Central Office Finance  
100 N. Senate Avenue, Room N440  
Indianapolis, IN 46204  
(888) 692-6841

- INSTRUCTIONS:**
1. Complete in blue or black ink, or print form.
  2. Enter the amount to be charged and the payment type information in Section 2. Payment may be made by Visa, MasterCard, Discover, American Express, or electronic check. If enclosing a check, money order, cashier's check, or certified check, this form is not required.
  3. Mail this form to the address that is specified on the application being submitted and for which you are making payment.
  4. This form will be destroyed immediately after payment has been processed.

### SECTION 1 - ACCOUNT HOLDER INFORMATION

Account Holder (first, middle, last name or company name)		Driver's License Number or Federal Identification Number		Telephone Number	
Billing Address (number and street)			City	State	ZIP Code

### SECTION 2 - PAYMENT INFORMATION

Amount to be Charged: \$ _____	Description of the service / application to which the payment is related
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#### CREDIT CARD PAYMENT

Type of Credit Card:	<input type="checkbox"/> Visa	<input type="checkbox"/> MasterCard	<input type="checkbox"/> Discover	<input type="checkbox"/> American Express
Credit Card Number: _____	Expiration Date (mm/yy): _____ / _____			

#### ELECTRONIC CHECK PAYMENT

Routing Number
Account Number

### SECTION 3 - AFFIRMATION STATEMENT

I hereby authorize the Indiana Bureau of Motor Vehicles to charge the account indicated above.		
Signature of Account Holder / Authorized User	Printed Name	Date Signed (mm/dd/yyyy)