

# HDT TITLE INSTRUCTIONS

THIS FORM MUST BE RETURNED WHEN YOU PAY FOR YOUR VEHICLE.

DATE OF SALE \_\_\_\_\_ LANE/ENTRY # \_\_\_\_\_

**1. IN WHAT NAME/NAMES DO YOU WANT THE VEHICLE TITLED? (PLEASE PRINT CLEARLY)**

NAME: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

IF THE UNIT IS TITLED IN MORE THAN ONE NAME, BOTH PEOPLE MUST COME TO THE AUCTION AND SIGN THE PAPERWORK AND BOTH PEOPLE MUST HAVE IDENTIFICATION.

**2. CIRCLE ONE: A or B**

**A.** THE AUCTION WILL RELEASE THE TITLE TO THE PURCHASER. THE PURCHASER WILL TAKE ALL RESPONSIBILITY FOR THE COMPLETION OF THE TITLE WORK INCLUDING ALL APPLICABLE TITLE FEES AND SALES TAX.

**B.** THE AUCTION WILL MAIL THE TITLE TO THE LIEN HOLDER.

THERE WILL BE A LIEN FEE APPLIED BY YOUR STATE.

**LIEN INFORMATION REQUIRED BEFORE TITLE IS RELEASED:**

NAME OF LIEN HOLDER: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

\_\_\_\_\_

3. SALES TAX MUST BE PAID TO YOUR STATE ACCORDING TO YOUR STATE OR COUNTY TAX RATE.

4. TITLE FEE MUST BE PAID ACCORDING TO YOUR STATE.

5. YOU MAY NEED YOUR UNIT INSPECTED FOR YOUR TITLE WORK.

6. USE YOUR SALES CONTRACT TO ACQUIRE REGISTRATION FROM YOUR STATE DMV. IF AN IN-TRANSIT PLATE IS REQUIRED FROM US, YOU MUST HAVE PROOF OF INSURANCE WITH YOU.

SEND A MONEY ORDER, CASHIERS CHECK, OR TAKE CASH TO YOUR STATE DMV OR COUNTY CLERK OF COURTS FOR YOUR TAX, TITLE, AND LIEN. YOUR COURTHOUSE MAY NOT ACCEPT PERSONAL CHECKS.

\_\_\_\_ COPY OF DRIVER LICENSES \_\_\_\_ COPY OF INSURANCE \_\_\_\_ POA

HDTTITLES.LTR