



CLERK TO THE BOARD



RECORDING



MOTOR VEHICLE



ELECTIONS

MESA COUNTY CLERK & RECORDER

Sheila Reiner

Checklist for a Private Party Purchase on a Colorado Title

If you have just purchased a vehicle from a private party on a Colorado title you will need to make sure you have the following items on this checklist before coming into our office.

Colorado title, before you come into the office make sure the following are checked and completed: (See attached Example)

- The seller(s) is the same person that is on the front of the title. Make sure the seller(s) hand prints and signs their name on the back of the title under the "seller" section as it appears on the front of the title correctly.
- The odometer is filled in and the odometer indicator is checked.
- The date of sale and purchase price is filled in.
- The buyer(s) have filled in their hand printed name(s) on the back of the title under "buyer" section and signed their name and filled their address information in.

Proof of insurance, this must be a **current** Colorado policy for the vehicle you are trying to register.

Secure and Verifiable Identification. There is a list attached to this check list stating the types of Identification we will accept.

Additional Documents you may need:

Statement Of One in the Same (DR2421), if the seller(s) hand printed name and signature do not match the front of the title you will need this form signed by the seller.

Bill of Sale (optional)

Joint Tenancy with Rights of Survivorship (DR2395) If more than one owner is going on the title as a buyer this form will need to be completed prior to coming into our office.

Title Assignment Example:

Front of Title:

DO NOT ACCEPT WITHOUT VERIFYING EAGLE WATERMARK IN PAPER

STATE OF COLORADO
CERTIFICATE OF TITLE
 ****MOTOR VEHICLE****

DUPLICATE

VIN: **1FDKJ458BHG456718** YEAR: **2011** MAKE: **FORD** MODEL: BODY: **SD**

MAIL TO:

TITLE NUMBER
 ODOMETER: **50** **A**

ODOMETER LEGEND
 A - Actual Mileage
 E - Exceeds mechanical limits
 N - Not actual mileage - WARNING

OWNER
Christopher James Thomas
123 Main St
Grand Junction CO 81501

CWT CAPSIZE: **24**
 PREVIOUS TITLE: **MSO**
 FUEL: **G**
 DATE PURCHASED: **06/11/1997**
 DATE ACCEPTED: **07/07/1997**
 DATE ISSUED: **07/23/2013**
 JTWROS

SAMPLE © www.cardonationwizard.com SAMPLE

Back of title:

TRANSFERS INTEREST IN THE VEHICLE AND THE ODOMETER READING AND DECLARATION ARE TRUE AND CORRECT TO THE BEST OF THEIR KNOWLEDGE.

NOTICE: ANY ALTERATION OR ERASURE MAY VOID THE ASSIGNMENT AND ALL ASSIGNMENTS THAT FOLLOW

ASSIGNMENT BY OWNER(S)	Odometer Reading 150	<input checked="" type="checkbox"/> Actual Mileage <input type="checkbox"/> Mileage in excess of Mechanical Limits <input type="checkbox"/> Not Actual - Warning: Odometer Discrepancy	Buyer's Hand Printed Name Jessica Smith
	Seller's Hand Printed Name(s) Christopher James Thomas		Buyer's Signature Acknowledges Odometer Reading <i>Jessica Smith</i>
	Seller's Signature <i>Christopher James Thomas</i>		Buyer's Hand Printed Name Second owner name here if needed
	Seller's Hand Printed Name(s)		Buyer's Hand Printed Name
	Seller's Signature		Buyer's Hand Printed Name
	Seller's Hand Printed Name(s)		Buyer's Hand Printed Name
	Seller's Signature		Buyer's Hand Printed Name
	Seller's Hand Printed Name(s)	Date of Sale 1-15-17	Buyer's Physical Address 555 Jolly Lane
Seller's Signature	Purchase Price \$18,000	Buyer's City, State, ZIP Fruita CO 81521	

SUPPLEMENTAL SECURE AND VERIFIABLE IDENTIFICATION INFORMATION AND ATTESTATION CLAUSE

ANY ALTERATION OR ERASURE VOIDS THIS DOCUMENT

This form may be used as an attachment to existing forms inventory which does not contain the secure and verifiable identification information or attestation. Please attach this completed form to the document(s) being presented for Title and/or Registration.

SECURE AND VERIFIABLE IDENTIFICATION OF		
Name as it Appears on Identification		
Agency (If Applicable)		
Identification Information (for acceptable forms of ID please see form DR 2841) <input type="checkbox"/> Colorado DL <input type="checkbox"/> Colorado ID <input type="checkbox"/> Other _____		
ID #	Expires	DOB
This section to be used with DR 2219 Persons with Disabilities Parking Privileges Application. Identification shown above belongs to: <input type="checkbox"/> Individual (Placard holder) <input type="checkbox"/> Guardian <input type="checkbox"/> Parent <input type="checkbox"/> Business		
* Affidavit of one in the same is required if the name on ID differs in any way from name on title assignment.		
* _____ and _____		
ARE ONE IN 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		
The undersigned witness affirms that the identification described above was presented to me.		
Witness Printed Name		
Witness Signature	Date	

Secure and Verifiable ID

Secure and Verifiable ID is required to obtain:

- New Titles
- Duplicate Titles (original title issued on or after 07/01/2006)
- New Registrations
- New Temporary Registration Permits
- New Placards

The following types of identification are Secure and Verifiable:

- Any Colorado Driver License, Colorado Driver Permit or Colorado Identification Card, current or expired one year or less. (Valid temporary paper license with invalid Colorado Driver's License, Colorado Driver's Permit, or Colorado Identification Card, expired one year or less is acceptable - includes documents issued under CO-RCSA SB13-251)
- Out-of-state issued photo driver's license or photo identification card, photo driver's permit current or expired one year or less.
- U.S. Passport or U.S. Passport Card, current or expired less than 10 years.
- Valid foreign passport with I-94 or valid processed for I551 stamps. Exception: Canadian Passport may not have I-94 attached.
- Valid I-94 issued by U.S. Immigration with L1 or R1 status and a valid Canadian drivers license or valid Canadian identification card.
- Valid I551 Resident Alien/Permanent Resident card. No border crosser or USA B1/B2 Visa/BCC cards.
- Valid I688 Temporary Resident, I688B, and I766 Employment Authorization Card with intact photo.
- Valid US Military ID (active duty, dependent, retired, reserve and National Guard).
- Tribal Identification Card with intact photo. (U.S. or Canadian)
- Certificate of Naturalization with intact photo.
- Certificate of (US) Citizenship with intact photo.

If you have questions about Secure and Verifiable Identification, please contact the Title and Registration Sections at 303-205-5608.

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

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
If any owner chooses Tenancy in Common or if neither box is checked; the Colorado Certificate of Title will be issued as Tenancy in Common.			
Owner One	I _____ (print name) request the Colorado Certificate of Title for the Vehicle described above be issued in: <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <input type="checkbox"/> Joint Tenancy With Rights of Survivorship <input type="checkbox"/> Tenancy in Common </div> 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.		
	Owners Signature		Date
Owner Two	I _____ (print name) request the Colorado Certificate of Title for the Vehicle described above be issued in: <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <input type="checkbox"/> Joint Tenancy With Rights of Survivorship <input type="checkbox"/> Tenancy in Common </div> 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.		
	Owners Signature		Date
Owner Three	I _____ (print name) request the Colorado Certificate of Title for the Vehicle described above be issued in: <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <input type="checkbox"/> Joint Tenancy With Rights of Survivorship <input type="checkbox"/> Tenancy in Common </div> 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.		
	Owners Signature		Date
Owner Four	I _____ (print name) request the Colorado Certificate of Title for the Vehicle described above be issued in: <div style="display: flex; justify-content: space-around; margin-top: 5px;"> <input type="checkbox"/> Joint Tenancy With Rights of Survivorship <input type="checkbox"/> Tenancy in Common </div> 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.		
	Owners Signature		Date