

MVA MISSION STATEMENT

The MVA shall provide exemplary driver and vehicle services that promote mobility and safety while enhancing process and product security.

For Additional Maryland Motor Vehicle Administration Information:

Call the MVA Customer Service Center

410-768-7000

(to speak to a customer service representative)

1-800-492-4575 TTY for the Hearing Impaired

Or visit: www.MVA.Maryland.gov



Committed to Safety, Service, and You!

6601 Ritchie Highway, N.E.
Glen Burnie, Maryland 21062



VR-151 (10/12)

YOU'VE INHERITED A VEHICLE

Here's How to Transfer
Ownership to Yourself or
Another.



Contact the Register of Wills:

Contact the Register of Wills in the jurisdiction in which the deceased was a resident to find out what documents you will need to obtain the Legal Heir Certification or Letters of Administration.

You may visit the Register of Wills website www.registers.maryland.gov for additional information.

Let's get started:

Which type do you best fit?

- **Type 1** - The vehicle is titled in both **(joint)** names and one of the owners is now deceased.
- **Type 2** - The vehicle is owned by the deceased person and its ownership is to be transferred to a **legal heir, legatee, distributee or sold.**

Please keep in mind which transaction type you best fit when reading through the remainder of this brochure.

The following information is accompanied by examples of the Certificate of Title which should make it easier to complete the vehicle transfer procedure.

A **legal heir** is a person, usually a descendant of the deceased individual, who inherits property and/or wealth owned by the deceased.

A **legatee** refers to a person named within the will of a deceased, not necessarily a relative.

A **distributee** describes a person entitled to share in the distribution of the estate of the deceased.

MVA MARYLAND CERTIFICATE OF TITLE									
DO NOT ACCEPT TITLE SHOWING ANY ERASURES, ALTERATIONS OR VOIDS.									
								C000000	
VEHICLE IDENTIFICATION NO.	YEAR	MAKE	BODY STYLE	CLASS	ODOMETER	BRAND	TITLE NUMBER		
1PALP6583WK191947	97	FORD	4S	A	000000	A	29838843		
EXCEPT	GR. VEH. WT.	GR. COMB. WT.	FEES (RASH)	INSPECTION DATE	DATE ISSUED				
N/A	-3700	00	N/A \$27.00	N/A	10/11/03				
OWNER'S FORMERLY DRIVER LICENSE NO.					CO-OWNER'S SALESINDEX (DRIVER LICENSE NO.)				
D-000-389-000-165									
NAME(S) AND ADDRESS OF REGISTERED OWNER(S)							ODOMETER CODES		
JANE DOE							A. Actual Mileage		
123 ANYWHERE STREET							B. Exceeds Mechanical Units		
GLEN BURNIE MD 21061							C. Not Actual Mileage		
<h1>SAMPLE</h1>									
								CONTROL NO. (This is not a Title No.)	
								C000000	
I, THE UNDERSIGNED, HEREBY CERTIFY THAT AN APPLICATION FOR CERTIFICATE OF TITLE HAS BEEN MADE FOR THE VEHICLE DESCRIBED HEREON, PURSUANT TO THE PROVISIONS OF THE MOTOR VEHICLE LAWS OF THIS STATE, AND THE APPLICANT NAMED ON THE FACE HEREOF HAS BEEN DUPLY RECORDED AS THE LAWFUL OWNER OF SAID VEHICLE.									
THE ADMINISTRATION WILL NOT BE RESPONSIBLE FOR FALSE OR FRAUDULENT ODOMETER STATEMENTS MADE IN THE ASSIGNMENT OF THE CERTIFICATE OF TITLE OR FOR ERRORS MADE IN RECORDING BY THE ADMINISTRATION.									
NAME(S) AND ADDRESS OF SECURED PARTIES IN RECORDED ORDER									
LIEN RELEASE									
MVA USE ONLY									
OFFICIALLY ISSUED ON THE DATE SET FORTH ABOVE									
									
ADMINISTRATOR OF MOTOR VEHICLES									
								CONTROL NO. (This is not a Title No.)	
								C000000	
VH-002 (05-11)									

Example 3 (Front)

FEDERAL AND STATE LAW REQUIRES THAT YOU STATE THE MILEAGE IN CONNECTION WITH THE TRANSFER OF OWNERSHIP. FAILURE TO COMPLETE OR PROVIDING A FALSE STATEMENT MAY RESULT IN FINES AND/OR IMPRISONMENT.

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

ASSIGNMENT OF OWNERSHIP

The undersigned hereby certifies that the vehicle described in this form has been transferred to the following:

Name(s) of Buyer(s) Mary Jane Doe
 Address of Buyer(s) 1025 Annapolis St. Glen Burnie AA MD 21061
STREET ADDRESS CITY OR TOWN COUNTY STATE ZIP CODE

I certify to the best of my knowledge that the odometer reading is the actual mileage of the vehicle unless one of the following statements is checked:

1. The mileage stated is in excess of its mechanical limits.
 2. The odometer reading is not the actual mileage.

DATE OF SALE 2/3/11

ODOMETER READING 984 MILEAGE 10,118.43 WARNING - ODOMETER DISCREPANCY

SIGNATURE OF SELLER John Allen Doe (DEC) SIGNATURE OF CO-SELLER Mary J Doe (surviving owner)
 PRINTED NAME OF SELLER PRINTED NAME OF CO-SELLER

SIGNATURE OF BUYER Mary J Doe SIGNATURE OF CO-BUYER
 PRINTED NAME OF BUYER PRINTED NAME OF CO-BUYER

APPLICATION FOR TITLE AND REGISTRATION

Name(s) of Buyer(s) Mary Jane Doe
 Address of Buyer(s) 1025 Annapolis St. Glen Burnie AA MD 21061
STREET ADDRESS CITY OR TOWN COUNTY STATE ZIP CODE

Give Maryland Driver's License Number and State of Birth. If you do not have a Driver's License, give Date of Birth:

BUYER'S DRIVER'S LICENSE NUMBER 000-103-000-335 DATE OF BIRTH 10/18/43 CO-BUYER'S DRIVER'S LICENSE NO. 10,382.04 DATE OF BIRTH 12/20/207

PROFESSIONAL LICENSE NUMBER 10,382.04 ADDRESS OF SECURED PARTY 1025 Annapolis St. Glen Burnie MD 21061

NAME OF SECURED PARTY 1025 Annapolis St. Glen Burnie MD 21061

IF FINANCING, make application for:
 New Title New Title and License New Title Only New Title and License Transfer of Title No Title No License

IF FINANCING, give name of lender and address of secured party:
 NAME OF LENDER AAA ADDRESS OF SECURED PARTY 1025 Annapolis St. Glen Burnie MD 21061

NAME OF REGISTRY TO WHICH YOU SOLD THE OLD VEHICLE AAA ADDRESS 1025 Annapolis St. Glen Burnie MD 21061

CERTIFICATION OF INSURANCE: NAME OF INSURANCE COMPANY AAA POLICY NUMBER 061750 NAME OF AGENT Mary J Doe

HAVE SALES TAX SALES TAX BY ENTERPRISE

TAX AMOUNT OF THE COOPERATIVE CERTIFICATION MADE BY THE SELLER: SIGNATURE OF SELLER Mary J Doe
 PRINTED NAME OF SELLER Mary J Doe
 SIGNATURE OF CO-SELLER Mary J Doe
 PRINTED NAME OF CO-SELLER

CO-SIGNATURE OF PRODUCT LENDER OR RESPONSIBLE ADULT REQUIRED WHEN AN APPLICANT IS UNDER 18 YEARS OF AGE. MUST BE SIGNED BY A SELLER, CO-SELLER, SELLER'S EMPLOYEE OR COMPANY OWNER/PARTNER IN EMPLOYMENT.

The undersigned hereby certifies that the vehicle described in this form has been transferred to the following:

Name(s) of Buyer(s) _____
 Address of Buyer(s) _____
STREET ADDRESS CITY OR TOWN COUNTY STATE ZIP CODE

SIGNATURE OF BUYER(S) _____ SIGNATURE OF CO-BUYER(S) _____
 PRINTED NAME OF BUYER(S) _____ PRINTED NAME OF CO-BUYER(S) _____

I certify to the best of my knowledge that the odometer reading is the actual mileage of the vehicle unless one of the following statements is checked:

1. The mileage stated is in excess of its mechanical limits.
 2. The odometer reading is not the actual mileage.

DATE OF DELIVERY _____

ODOMETER READING _____ MILEAGE _____ WARNING - ODOMETER DISCREPANCY

SIGNATURE OF AUTHORIZED AGENT _____ DEALER'S NO. _____

PRINTED NAME OF AUTHORIZED AGENT _____

PRINTED NAME OF DEALERSHIP _____

DATE OF INVOICE _____

IF NOT SUBJECT TO A LIEN, INDICATE "NONE" AMOUNT OF LIEN _____ DATE OF LIEN _____

NAME OF SECURED PARTY _____ ADDRESS OF SECURED PARTY _____

The undersigned hereby certifies that the vehicle described in this form has been transferred to the following:

Name(s) of Buyer(s) _____
 Address of Buyer(s) _____
STREET ADDRESS CITY OR TOWN COUNTY STATE ZIP CODE

SIGNATURE OF BUYER(S) _____ SIGNATURE OF CO-BUYER(S) _____
 PRINTED NAME OF BUYER(S) _____ PRINTED NAME OF CO-BUYER(S) _____

I certify to the best of my knowledge that the odometer reading is the actual mileage of the vehicle unless one of the following statements is checked:

1. The mileage stated is in excess of its mechanical limits.
 2. The odometer reading is not the actual mileage.

DATE OF DELIVERY _____

ODOMETER READING _____ MILEAGE _____ WARNING - ODOMETER DISCREPANCY

SIGNATURE OF AUTHORIZED AGENT _____ DEALER'S NO. _____

PRINTED NAME OF AUTHORIZED AGENT _____

PRINTED NAME OF DEALERSHIP _____

DATE OF INVOICE _____

IF NOT SUBJECT TO A LIEN, INDICATE "NONE" AMOUNT OF LIEN _____ DATE OF LIEN _____

NAME OF SECURED PARTY _____ ADDRESS OF SECURED PARTY _____

ANY ALTERATION OR ERASURE VOIDS THIS TITLE.

Transferring Ownership:

Type 1 - If the vehicle is jointly owned, on the existing Maryland Certificate of Title, and you are the surviving owner, this is what you need to do:

- If you want to keep the vehicle, you must apply for a new title before the present registration tags expire. To apply for a new title and registration, please complete the "Assignment of Ownership" and "Application for Title and Registration" section of your Certificate of Title as shown in Example 1 (pages 7 & 8). If the transfer of ownership is between spouses, parents, and children, the registration tags on the vehicle may be transferred into the surviving spouse's or child's name. In all other cases, new registration tags must be purchased. Your request must be accompanied by a certified copy of the deceased's death certificate and registration card for the vehicle.

Please note: If the surviving owner has received a "Reported Deceased" notice (Form VR-278) or a decedent's letter (Form VR-264P) from the MVA, a death certificate will not need to accompany the assigned title to transfer ownership to the survivor if the transfer will occur in the State of Maryland.

- If there is an existing loan, please complete all required lien information on the back of the title. If there are no liens on the vehicle, then just simply write "none" in the space provided for lien information. If the lien on the vehicle is released, attach a Notice of Security Interest Filing or a letter written by the lienholder on letterhead releasing the lien. If there is a lien on the vehicle (the vehicle is being financed), you must contact the lienholder for a letter of authorization approving the transfer of ownership. This letter must be attached to your transfer of ownership request. No security interest filing fee is required.

- If you are retaining ownership of the vehicle a Maryland Vehicle Safety Inspection is not needed.

If you wish to sell or give this vehicle to another person:

- If you intend to transfer ownership of the vehicle to another person, either by sale or as a gift, please complete the "assignment of ownership" section on the back of the Certificate of Title to the new owner. You will need to give to the purchaser, the title, a certified copy of the death certificate or the letter (form VR-278 or VR-264P) sent by the MVA to notify the surviving vehicle owner the title must be transferred to remove the deceased owners name. If there is a lien, you must supply a lien release that you obtained from the lienholder. The person purchasing the vehicle will then take these documents to the MVA and register the vehicle in the new owner's name.

Example 1 (Back)

Please note:

- If the vehicle is being assigned to a dealer or an out of state resident, a certified copy of the death certificate must be provided to the buyer.
- If the vehicle is being sold and it is less than 7 years old, a separate notarized Bill of Sale, signed by the surviving owner and the buyer, will be required.
- To sell or give the ownership of a used vehicle to another person, a Maryland Safety Inspection must be completed. The Inspection Certificate must accompany the transfer request.

If you wish to give this vehicle to a family member:

- If you intend to give the vehicle to an immediate family member in Maryland, you will need to complete the "Assignment of Ownership" section on the back of the title and give it to the family member. They will also need a certified copy of the death certificate, and if there is a lien, a lien release that you must obtain from the lien holder, and a completed "Gift Certification" form (VR-103). If the last names of the family members are different, proof of the relationship between the giver and receiver of the vehicle is required. The family member will then take these documents to the MVA and register the vehicle in the family member's name.
- Please note, if the transfer of ownership of the vehicle is between parent and child, spouses, or surviving joint owner, a Maryland Safety Inspection is not required.

Type 2 - If you are a legal heir, legatee or distributee

- If the ownership is being transferred to a legal heir, legatee or distributee, please see Example 2 (pages 9 and 10) which shows a sample of how to complete the "Assignment of Ownership" section on the back of the Maryland Certificate of Title.
- The original letters of administration, naming the administrator, must be included with the title to transfer the ownership.

MVA										MARYLAND CERTIFICATE OF TITLE	
DO NOT ACCEPT TITLE SHOWING ANY ERASURES, ALTERATIONS OR VOIDS.											
								C000000		TITLE NUMBER	
VEHICLE IDENTIFICATION NO.	YEAR	MAKE	BODY STYLE	CLASS	ODOMETER	DRAND	29838842		DATE ISSUED		
1PALP6583WK191947	97	FORD	4S	A	000000	A	10/11/03				
EXCEPT.	GR. VEH. WT.	GR. COMB. WT.	FEE BASIC	INSURANCE DATE							
N/A	-3700	00	N/A	\$27.00	N/A						
OWNER'S SOURCEBOOK / DRIVER LICENSE NO.				CO-OWNER'S SOURCEBOOK / DRIVER LICENSE NO.							
D-000-389-000-165											
NAME(S) AND ADDRESS OF REGISTERED OWNER(S)										ODOMETER CODES	
JOHN ALLEN DOE										A. Actual Mileage	
123 ANYWHERE STREET										B. EXCEPT MECHANICAL MILEAGE	
GLEN BURNIE MD 21061										C. For Actual Mileage	
<h1>SAMPLE</h1>										CONTROL NO. (This is not a Title No.)	
										C000000	
I, THE UNDERSIGNED, HEREBY CERTIFY THAT AN APPLICATION FOR CERTIFICATE OF TITLE HAS BEEN MADE FOR THE VEHICLE DESCRIBED HEREON, PURSUANT TO THE PROVISIONS OF THE MOTOR VEHICLE LAWS OF THIS STATE, AND THE APPLICANT NAMED ON THE FACE HEREOF HAS BEEN DULY RECORDED AS THE LAWFUL OWNER OF SAID VEHICLE.											
THE ADMINISTRATION WILL NOT BE RESPONSIBLE FOR FALSE OR FRAUDULENT ODOMETER STATEMENTS MADE IN THE ASSIGNMENT OF THE CERTIFICATE OF TITLE OR FOR ERRORS MADE IN RECORDING BY THE ADMINISTRATION.											
NAME(S) AND ADDRESS OF SECURED PARTIES IN RECORDED ORDER											
LIEN BANK & TRUST										LIEN RELEASE	
146 MONEY STREET											
BALTIMORE MD 21203											
										MVA USE ONLY	
										OFFICIALLY ISSUED ON THE DATE SET FORTH ABOVE	
										ADMINISTRATOR OF MOTOR VEHICLES	
										CONTROL NO. (This is not a Title No.)	
										C000000	
										VR-002 (05-11)	
THIS TITLE CONTAINS AN EAGLE WATERMARK WHICH IS VISIBLE WHEN HELD TO LIGHT											

Example 2 (Front)



State of Maryland
LETTERS OF ADMINISTRATION

Estate No. _____

I certify that administration of the Estate of

was granted on the **SAMPLE**
to _____

as personal representative and the appointment is in effect

this _____ day of _____

Will probated _____
(date)

Intestate estate.

Register of Wills

RW 1120

VALID ONLY IF SEALED WITH THE SEAL OF THE COURT OR THE REGISTER

PS-3578

MVA MARYLAND CERTIFICATE OF TITLE									
DO NOT ACCEPT TITLE SHOWING ANY ERASURES, ALTERATIONS OR VOIDS.									
C000000									
VEHICLE IDENTIFICATION NO.	YEAR	MAKE	BODY STYLE	CLASS	ODOMETER	BRAND	TITLE NUMBER		
1FALP6583WK191947	97	FORD	4S	A	000000	A	29838841		
EXCEPT	GR. VEH. WT.	GR. COMB. WT.	FEE (TAG)	INSPECTION DATE			DATE ISSUED		
N/A	-3700	00	N/A \$27.00	N/A			10/11/03		
OWNER'S SOUNDEX / DRIVER LICENSE NO.					CO-OWNER'S SOUNDEX / DRIVER LICENSE NO.				
D-000-389-000-165					D-000-123-000-325				
NAME(S) AND ADDRESS OF REGISTERED OWNER(S)									
JOHN ALLEN DOE									
MARY JANE DOE									
123 ANYWHERE STREET									
GLEN BURNIE MD 21061									
SAMPLE									
CONTROL NO. (This is not a Title No.)									
C000000									
I, THE UNDERSIGNED, HEREBY CERTIFY THAT AN APPLICATION FOR CERTIFICATE OF TITLE HAS BEEN MADE FOR THE VEHICLE DESCRIBED HEREON, PURSUANT TO THE PROVISIONS OF THE MOTOR VEHICLE LAWS OF THIS STATE, AND THE APPLICANT NAMED ON THE FACE HEREOF HAS BEEN DULY RECORDED AS THE LAWFUL OWNER OF SAID VEHICLE.									
THE ADMINISTRATION WILL NOT BE RESPONSIBLE FOR FALSE OR FRAUDULENT ODOMETER STATEMENTS MADE IN THE ASSIGNMENT OF THE CERTIFICATE OF TITLE OR FOR ERRORS MADE IN RECORDING BY THE ADMINISTRATION.									
NAME(S) AND ADDRESS OF SECURED PARTIES IN RECORDED ORDER									
LIEN BANK & TRUST									
146 MONEY STREET									
BALTIMORE MD 21203									
LIEN RELEASE									
MVA USE ONLY									
OFFICIALLY ISSUED ON THE DATE SET FORTH ABOVE									
ADMINISTRATOR OF MOTOR VEHICLES									
CONTROL NO. (This is not a Title No.)									
C000000									
VI-002 (05-11)									
THIS TITLE CONTAINS AN EAGLE WATERMARK WHICH IS VISIBLE WHEN HELD TO LIGHT									

Example 1 (Front)