

Driver and Vehicle Services Update Bulletin

Josh Shapiro, Governor

Mike Carroll, Secretary

BULLETIN NO. 23-16

June 2023

Changes to Notarization Requirements

Act 15, signed into law on April 20, 2020, now allows for the use of an “Unsworn Declaration” to be used in place of notarization on some PennDOT applications.

An unsworn declaration is defined as a declaration in a signed record [that is] not given under oath but [is] given under penalty of perjury. In an effort to provide the public with continuity and added convenience across our forms, PennDOT is currently reviewing additional forms that may qualify to have the notarization requirement transitioned to an unsworn declaration.

As a result of this amendment, PennDOT recently made changes to the MV-44, “Application for Duplicate Registration Card or Replacement of Lost, Stolen or Defaced Registration Plate,” and replaced the notarization requirement with an unsworn declaration statement.

PennDOT has continued its review of our applications and have updated the following forms with an unsworn declaration statement:

- Form MV-16A, “Application for Abandoned Manufactured Home Certificate of Title or Non-repairable Certificate”
- Form MV-38A, “Authorization to Print Title and Release to Dealer/Owner At Dealer Auction”
- Form MV-38D, “Application for Duplicate Certificate of Title by a Pennsylvania Registered Dealer with a DIN/Business Partner ID”
- Form MV-38L, “Application for Duplicate Title or to Record, Renew, Remove A Lien, or to Correct Lien Information by Lienholder”
- Form MV-38O, “Application for Duplicate Certificate of Title By Owner”
- Form MV-77, “Application for Farm Vehicle Registration Plate”
- Form MV-77A, “Application for Farm Vehicle 2-Year Certificate of Exemption”
- Form MV-145, “Application for Person with A Disability or Hearing Impaired Registration Plate or A Person With A Disability Motorcycle Plate
- Form MV-145A, “Person with Disability Parking Placard Application”
- Form MV-145V, “Application for Disabled Veteran, Severely Disabled Veteran Registration Plate or Severely Disabled Veteran Motorcycle Plate Decal”
- Form MV-3, “Motor Vehicle Verification of Fair Market Value by The Issuing Agent”
- Form MV-6E, “Title Application for a Vehicle Which Was Erroneously Reported as Salvaged or Crushed”
- MV-27, “Dealer Assignment Covering a Vehicle Acquired and Held For Resale”
- MV-39, “Notification of Assignment/Correction of Vehicle Title Upon Death of Owner”

- Form MV-41A, “Application for Correction of Vehicle Record or Verification of Vehicle Identification Number”
- Form MV-349 “Application for Vehicle Dealer Registration Plates for Dealers Licensed by Department of State”
- Form MV-351A, “Application for Replacement of Temporary Registration Plate”
- Form MV-335 “Application for Replacement of Dealer or Miscellaneous Motor Vehicle Business Registration Plate, Card”
- Form MV-359, “Application for Miscellaneous Motor Vehicle Business Registration Plates”

The unsworn declaration must be completed by the applicant and co-applicant, if applicable, for the application to be processed. An example of the unsworn declaration can be found below:

D	<p>APPLICATION FOR A REPLACEMENT REGISTRATION PLATE - Complete only if replacement registration plate is requested or if applicant is entitled to free re-issuance because original registration card was never received in the mail and application is being made within 90 days of original issuance or replacement. NOTE: BOTH parts of Section D MUST be completed.</p> <p>I/We declare under penalty of perjury under the law of the Commonwealth of Pennsylvania, that the foregoing is true and correct, and that application was made for the above product or that the items as indicated were never received in the mail.</p> <p>Furthermore, I/we state that I/we have read and signed this application after its completion, and I/we swear or affirm that the statements made herein are true and correct, and that any statement made on or pursuant to this application is subject to the penalties of 18 Pa.C.S. Section 4904 (relating to unsworn falsification), which include criminal prosecution and a term of imprisonment, the maximum of which may be one year [18 Pa.C.S. 4904(b)], or up to two years [18 Pa.C.S. 4904(a)]. In addition to any other penalty, a person convicted under this section shall be sentenced to pay a fine of at least \$1,000 [18 Pa.C.S. 4904(d)].</p> <p>Signed on the _____ day of _____, _____ at _____ (county or other location, and state), _____ (country).</p> <p>_____ Printed Name of Applicant or Authorized Signer</p> <p>_____ Signature of Applicant or Authorized Signer</p> <p>_____ Printed Name of Co-Applicant</p> <p>_____ Signature of Co-Applicant/Title of Authorized Signer</p>
----------	--

Additionally, if a customer utilizes a previous version of any of the above-mentioned forms, that does not contain the updated unsworn declaration section, as seen below, the document MUST still be notarized:

E	<p>APPLICATION FOR A REPLACEMENT REGISTRATION PLATE - Complete only if replacement registration plate is requested or if applicant is entitled to free re-issuance because original registration card or weight class sticker was never received in the mail and application is being made within 90 days of original issuance or replacement.</p>
<p>SUBSCRIBED AND SWORN TO BEFORE ME: MONTH DAY YEAR</p> <p>▲ SIGNATURE OF PERSON ADMINISTERING OATH</p>	<p>I/We hereby state that application was made for the above registration plate or that the items as indicated were never received in the mail.</p> <p>_____ Signature of Applicant or Authorized Signer</p> <p>_____ Signature of Co-Applicant/Title of Authorized Signer</p>
<p>S T A M P</p> <p>SIGN IN PRESENCE OF NOTARY</p>	

Agents are required to ensure all their employees receive PennDOT’s Driver and Vehicle Services update bulletins. This bulletin may be downloaded by visiting the Driver and Vehicle Services website at www.dmv.pa.gov.