

FACT SHEET

Self-Service Storage Facility Procedures for Obtaining Certificate of Title to Vehicles Sold Under the “Self-Service Storage Facilities Act”

PURPOSE

This fact sheet provides the procedures for obtaining a Pennsylvania Certificate of Title for a vehicle sold under the “Self-Service Storage Facility Act.”

WHAT IS A SELF-STORAGE FACILITY?

A self-service storage facility is any real property designed and used for the purpose of renting or leasing individual storage space to occupants who are to have access to such space for the purpose of storing and removing personal property. A self-service storage facility is not a facility which may be used for residential purposes.

GENERAL INFORMATION

When an individual defaults on their storage agreement, the storage facility owner or their agent may pursue the sale of items in the storage unit pursuant to the *Self-Service Storage Facilities Act*. The storage facility must provide notice to all persons known to have an interest in the stored property, a notice of the specific default, method to cure the default and notice of intent to sell the property if the default is not corrected.

After the expiration of the time stated in the notice and if the stored property has not otherwise been disposed of, the storage facility shall cause an advertisement of sale to be published two times preceding the date of sale in a newspaper of general circulation which serves the area where the self-service storage facility is located. The advertisement shall include:

1. A statement that the contents of the occupant's leased space shall be sold to satisfy the storage facility's lien. For a vehicle, the statement must include the vehicle's make and Vehicle Identification Number (VIN).
2. The address of the self-service storage facility and the number or other description, if any, of the space where the personal property is located and the name of the occupant.
3. The time, place and manner of sale.

If there is no newspaper of general circulation where the self-service storage facility is located, the storage facility shall post written advertisements containing all of the required information at least ten days before the date of the sale in not less than six conspicuous places in the neighborhood where the self-service storage facility is located.

APPLICATION FOR PENNSYLVANIA CERTIFICATE OF TITLE

After the vehicle has been sold pursuant to the Self-Storage Facilities Act, PennDOT may issue a certificate of title to the purchaser upon receipt of the following:

1. Form MV-1, “Application for Certificate of Title,” and payment of sales tax and all appropriate fees. **NOTE:** Form MV-1 must be completed by an authorized PennDOT agent.
2. A copy of the notification sent to all persons known to have an interest in the vehicle.

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3. A statement giving the names and addresses of all persons notified and whether each notification was served personally or by certified mail. If sent by certified mail, the return receipt(s) must be attached.
4. Copies of the newspaper advertisements and dates published.
5. The original or certified photocopy of the storage agreement. The storage agreement must be signed by the owner of the property or their agent.
6. A statement from the person conducting the sale verifying that the sale conformed to the terms of the notification and was held at the self-storage facility or nearest suitable place to where the personal property was held or stored. The statement must be signed by the person conducting the sale and must also contain:
 - a. The date of the sale;
 - b. The make and Vehicle Identification Number (VIN) of the vehicle; and,
 - c. The name of the purchaser.
7. If an outstanding lien on the vehicle exists, the application for certificate of title must be accompanied by a statement of release from the lienholder, or the certificate of title will be issued subject to the lien on the current title record.
8. A copy of the Self-Service Storage Facilities' Articles of Incorporation or other official documents proving intention of the business.

NOTE: A lien incurred for repairs to a vehicle may not be enforced under the “*Self-Service Storage Facilities Act*.” A repair bill can be collected only by filing a complaint, obtaining judgment against the owner and having the vehicle sold at sheriff’s sale to satisfy the judgment.

Please Note: Authorized agents are under contract to PennDOT and may charge a market driven service (delivery) fee; these are in addition to any PennDOT statutory fees for temporary, or in some cases, permanent motor vehicle registration plates and cards or other related products and services offered by the agent. The agent’s service (delivery) fees are market driven, and vary by agent. To compare service (delivery) fees, you are encouraged to contact the authorized agents in your area for the applicable service (delivery) fees charged.