



Pennsylvania
Department of Transportation

APPLICATION FOR CERTIFICATE OF TITLE BY A FINANCIAL INSTITUTION OR DEALER AFTER DEFAULT BY OWNER

Title Must Be Attached

(The space above is for Department use only)

NOTE: This application may only be used by Financial Institutions and Vehicle Dealers who are licensed by the Department of Banking. Your ABA/FIN or DIN number (if applicable) must be listed below.

A VEHICLE AND OWNER INFORMATION					
Title Number			Name of Vehicle Owner as Shown on Attached Title		
B VEHICLE IDENTIFICATION NUMBER VERIFICATION (NON-PA TITLE ONLY)					
NOTE: If an out-of-state title is attached to this application, a tracing of the Vehicle's Identification Number must be affixed in the space provided. If a tracing cannot be obtained, the Vehicle's Identification Number must be verified by a certified inspection mechanic or authorized notary public in the appropriate spaces below.			H. TAX, TITLE AND REGISTRATION FEES If applicable, use back of Forms MV-1 or MV-4ST to determine proper sales tax exemption information. NOTE: Only the purchaser listed in Section E must complete the following appropriate blocks.		
TAPE VIN TRACING HERE			PURCHASE PRICE (See Note on Reverse.)		
DIN/Bus. Partner ID#/Mechanic #		Authorized Notary Public or Certified Inspection Mechanic (Print Name)		TAXABLE AMOUNT	
I certify that a legible tracing cannot be secured and that the above VIN is correct.		Authorized Notary Public or Certified Inspection Mechanic sign here.		1. x6% (.06) SALES TAX x7% (.07) Allegheny Co. residents x8% (.08) City of Philadelphia residents.	
C REPOSSESSOR'S INFORMATION					
Repossessing Lienholder's Name (as listed on face of title)		ABA/FIN or DIN/Bus. Partner ID# (if applicable) must be listed.			
Street Address					
City		State	Zip Code		
D REPOSSESSOR'S INFORMATION					
Repossessing Lienholder's Name (as listed on face of title) and ABA/FIN or DIN/Bus. Partner ID# (if applicable) must be listed.					
Check the appropriate box below indicating which option you are proceeding under:					
<input type="checkbox"/> 1. Renunciation (Repossessor must take title) <input type="checkbox"/> 3. Mobile Home <input type="checkbox"/> 2. Non-Judicial Sale or Repossession and Retention (M.V.S.F.A.)					
E PURCHASER INFORMATION - Exactly as shown in Section A on reverse side of title.					
I/We certify, to the best of my/our knowledge, that the odometer reading is ____ , ____ , ____ miles and reflects the actual mileage of the vehicle, unless one of the following boxes is checked:					
<input type="checkbox"/> Reflects the amount of mileage in excess of its mechanical limits <input type="checkbox"/> Is NOT the actual mileage (WARNING: Odometer discrepancy)					
WARNING: Federal and State laws require 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.					
Last Name (or full business name)		First Name	Middle Name	PA DL/Photo ID# or Bus. ID#	Date of Birth
Co-Purchaser		First Name	Middle Name	PA DL/Photo ID#	Date of Birth
Street Address		City			
County	State	Zip Code	Date Acquired/Purchased		
Dealer Identification Number (if applicable)			Financial Institution Number (if applicable)		
10. TOTAL PAID (Add 1 - 9) Send One Check in This Amount					
NOTE: If a co-purchaser other than your spouse is listed and you want the title to be listed as "Joint Tenants With Right of Survivorship" (On death of one owner, title goes to surviving owner.) CHECK HERE <input type="checkbox"/> Otherwise, the title will be issued as "Tenants in Common" (On death of one owner, interest of deceased owner goes to their heirs or estate.).					
F SIGNATURES					
I/We acknowledge that I/we may be subject to a fine not exceeding \$5,000 and imprisonment of not more than two years for any false statement that I/we make on this application, and I/we certify that I/we have examined and signed this application after its completion; and, that if an exemption from payment of sales tax is claimed, I am/we are authorized to claim this exemption. I/We further certify that all statements herein are true and correct and make application for certificate of title for the vehicle described in Block A.					
Signature of Repossessor or Authorized Signer			Title of Authorized Signer		Date
Signature of Purchaser or Authorized Signer			Signature of Co-Purchaser or Title of Authorized Signer		Date
G Repossessor's Certification Information					
I certify that the owner/lienholder named in this document has repossessed the above described motor vehicle or mobile home upon default according to the terms of the security agreement and has complied with all applicable laws and regulations of Pennsylvania.					
Signature of Repossessor or Authorized Signer			Date		
Printed Name of Repossessor or Authorized Signer			Title of Authorized Signer		

INSTRUCTIONS

This application may only be used by financial institutions and vehicle dealers who are licensed by the Department of Banking. Individuals or businesses not licensed by the Department of Banking that are listed as the lienholder on the Pennsylvania Certificate of Title, must follow Option 1, Judgement and Execution, on [Form MV-217](#).

NOTE: Purchase price includes any lien or other obligation assumed by the purchaser. Enter total purchase price in Section G, including installation charges on contract sales of mobile homes. If purchase price is less than 80 percent of the stated fair market value of that vehicle, attach a completed [Form MV-3](#), on which the applicant and seller must explain the reason why the vehicle is being sold below fair market value.

NOTE: For a listing of counties that participate in the Fee for Local Use, refer to the ["Fee for Local Use - Participating Counties"](#) Fact Sheet, found on our website at www.pa.gov/dmv.

The following checklist contains items that must be in the possession of the reposessor and available upon request. These items, other than the certificate of title, do not need to be submitted with the application.

If Block 1 - Renunciation, under Section D is checked:

Certificate of title will be issued in the name of the lienholder upon certification that the items listed below are in the lienholder's possession:

- ☐ Certificate of title. (**NOTE:** The certificate of title must be attached.)
- ☐ The original or an acceptable copy of the agreement, which is the basis of the right to repossess.
- ☐ The original or an acceptable copy of the debtor's statement of renunciation.

If Block 2 - Non-Judicial Sale or Repossession and Retention (Motor Vehicle Sales and Finance Act), under Section D is checked:

Certificate of title will be issued in the name of the lienholder or the name of the purchaser at the sale (who may be the lienholder) upon certification that the items listed below are in the lienholder's possession:

- ☐ Certificate of title. (**NOTE:** The certificate of title must be attached.)
- ☐ The original or an acceptable copy of the agreement, which is the basis of the right to repossess.
- ☐ The original or an acceptable copy of the notice of repossession and intent to sell delivered in person to the debtor, or sent by registered or certified mail to the last known address of the debtor. The notice:
 - (i) shall set forth the debtor's rights as to reinstatement of the contract, if the lienholder extends the privilege of reinstatement and redemption of the motor vehicle;
 - (ii) shall contain an itemized statement of the total amount required to redeem the motor vehicle by reinstatement or payment of the contract in full;
 - (iii) shall give notice to the buyer of the lienholder's intent to resell the motor vehicle at the expiration of 15 days from the date of mailing the notice;
 - (iv) shall disclose the place at which the motor vehicle is stored; and,
 - (v) shall designate the name and address of the person to whom the buyer shall make payment or upon whom they may serve notice.
- ☐ Bill of sale showing the date of sale, name of purchaser, make and VIN of the vehicle, if the purchaser is not the lienholder.

If Block 3 - Mobile Home, under Section D is checked:

Certificate of title will be issued in the name of the lienholder or the name of the purchaser at the sale (who may be the lienholder) of the mobile home upon certification that the items listed below are in the lienholder's possession:

- ☐ Certificate of title. (**NOTE:** The certificate of title must be attached.)
- ☐ The original or an acceptable copy of the agreement, which is the basis of the right to repossess.
- ☐ The original or an acceptable copy of the notice of intention to take action sent to the debtor by registered or certified mail at the address where the mobile home is located, at least 30 days prior to the repossession. The registered or certified mail receipt, or an acceptable copy must be attached. The notice shall clearly and conspicuously state:
 - (i) the particular obligation or security interest;
 - (ii) the nature of the default claimed;
 - (iii) the right of the installment buyer to cure the default and exactly what performance, including what sum of money, if any, must be tendered to cure default;
 - (iv) that the installment buyer may cure the default at any time before title to the mobile home is lawfully transferred from the installment buyer, which shall be at least 45 days after receipt of the notice; and,
 - (v) the method or methods by which the installment buyers ownership or possession of the mobile home may be terminated.

NOTE: Only a 15-day letter is required when the installment buyer/homeowner has abandoned or voluntarily surrendered the property.
- ☐ Bill of sale showing the date, name of purchaser, make and VIN of the mobile home, if the purchaser is not the lienholder.

NOTE: In questionable cases, PennDOT may require an applicant for certificate of title to execute an indemnification agreement or complete other forms as necessary.