

## Vehicle Registration **Renewal** Requirements:

- ✓ Motor vehicle insurance
- ✓ Odometer reading
- ✓ Previous Registration

## **New** (to you) Vehicle Registration Requirements or new to **Maine** Registration:

*(in addition to renewal requirements)*

- ✓ The person listed as the BUYER must be the one to register the car (1<sup>st</sup> reg only)
- ✓ Title
  - *Private sale*: ensure that the transfer of ownership section is entirely completed, failure to do so could prevent registration
  - **MUST** have the title to register the vehicle
  - For any vehicles from non-title states, must have previous owner's registration
  - For electronic title states, must acquire hard copy title from previous owner
- ✓ Bill of Sale
  - **ALWAYS** include: Year/Make/Model/VIN/mileage
  - **SIGNED** by ALL parties (parties should match those on the title)
  - Best to have party info such as address and phone number if possible
  - **OUT OF STATE** Bill of Sales **must** be notarized!
  - **NEW TO MAINE** previous registration = proof of use outside of Maine BOS not required

## Dealership Purchases:

- ✓ Window sticker (if brand new vehicle)
- ✓ CTA (blue form)
- ✓ Sales receipt showing sales tax has been paid
- ✓ Lease agreement (if applicable)

**For trucks, commercial vehicles, and trailers please be able to let us know the net weight of your vehicle along with any registered weight preference (towing/hauling weight).**

**Insurance Cards may be faxed to the Town Office at 622-1715**

**\*\*\*There is a processing fee for all credit/debit card payments so it saves to bring a check or cash to make your payment!\*\*\***