



AFFIDAVIT OF OWNERSHIP
Vehicle Title Application Checklist

If you cannot obtain a certificate of title from the seller of your vehicle, and the vehicle is valued at \$5,000 or less, according to NADA average retail or clean retail value, you may apply for a certificate of title by completing an [Affidavit of Ownership for a Vehicle State Form 23037](#).

Passenger, motorcycle, truck, trailer, off-road vehicle, snowmobile, RV, farm tractor, low speed, semitrailer, watercraft, and manufactured homes are all eligible for the Affidavit of Ownership process as long as the vehicle value is \$5,000 or less.

When submitting paperwork, include the following:

- [Application for Certificate of Title for a Vehicle – State Form 205](#)
- [Application for Certificate of Watercraft Title - State Form 38529](#)
- [Affidavit of Ownership for a Vehicle - State Form 23037](#)
- Bill of Sale. Must include the vehicle year, make, VIN, seller, purchaser, purchase price, and purchase date.
- A lien release is required for all vehicles where the most current title on record has a lien recorded.
- An unopened and unclaimed certified letter mailed to the seller's (and lien holder, if applicable) last known address requesting the title. If the envelope is opened, **your application will be rejected**.
- A copy of the certified letter you mailed to the seller's (and lien holder, if applicable) last known address.
- [Physical Inspection of a Vehicle or Watercraft – State Form 39530](#). Must be completed by a law enforcement officer or an employee of a BMV license branch.
- [Odometer Disclosure Statement – State Form 43230](#). All trailers and motor vehicles weighing over 16,000 pounds are exempt. Mileage will be branded as "Not Actual" unless a completed and signed odometer statement from the owner of record is provided.
- One proof of address. A driver's license or identification card may be accepted as proof if the address on the credential is correct. If the address is not correct, any document from the approved [BMV Documentation List](#) that is dated within the last 60 days may be used as proof. To view the approved documentation list, click on the link provided or visit myBMV.com.
- [Collection of Payment Information – State Form 56163](#). Submit payment for the following vehicle or watercraft (as applicable) title application fees and taxes. Payable by MasterCard or Visa, check, electronic check, or money order.
 - \$15 title application fee.
 - \$30 additional administrative penalty will be assessed if the title application packet is not received within 45 days after the purchase date.
 - \$25 speed title fee. This optional fee is in addition to the \$15 title application fee. Paying the optional speed title fee ensures that the title is processed in a period of time that is substantially shorter than the normal processing period.
 - If the vehicle/watercraft is transferring ownership, include 7% sales tax of the dollar amount listed on the Bill of Sale or provide proof of sales tax paid on an [ST108 – Certificate of Gross Retail or Use Tax Paid – State Form 48842](#). If exempt from sales tax, include an [ST108E – Certificate of Gross Retail or Use Tax Exemption – State Form 48841](#).
- Vehicle color: _____ (List color on line)
- Vehicle fuel type (select one):
 - Gasoline
 - Diesel
 - Hybrid
 - Electric
 - Other

For your convenience, the required forms are hyperlinked in this checklist. The forms are also available at <https://www.in.gov/bmv/titles/title-forms/>. Mail this checklist and all completed forms to:

**Indiana Bureau of Motor Vehicles
Winchester Processing Center
309 West South Street
Winchester, IN 47394**

If the BMV determines that sufficient credible evidence exists to substantiate the applicant's claim of ownership, a title will be issued. **If all required documents are not submitted or information is incomplete, the entire application will be returned.**

Please include this checklist with your application.