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NEW GEORGIA RESIDENT CHECKLIST – Effective 5/1/2016

New Georgia residents must register in person within 30 days of establishing residence and must provide the following information:

PROOF OF OWNERSHIP – *Must be satisfied in one of the following ways:*

◆ **Out of state title or MSO**

- The MSO or original title with the owner(s) name printed on the face of the title.
- If the vehicle is owned by more than one owner and both owners cannot be present, an original notarized Power-of-Attorney* and a copy of the owner's driver's license is required for the owner who is absent.

◆ **Leased Vehicle**

- The lessee must present their original lease agreement showing their name and address along with a complete description of the vehicle. In addition, an original notarized Power-of-Attorney* is required from the leasing company authorizing the lessee to register the vehicle in the state of Georgia.

◆ **Title Held by Lien Holder**

- A copy of the original title showing the owner(s) and lien holder(s) name(s) and addresses on the face of the title **OR**
- Original purchase agreement listing dealer, complete name and address of lien holder **AND** your most current registration. (**NO PAYMENT BOOKS WILL BE ACCEPTED**)
- If the vehicle is owned by more than one person and both owners cannot be present, an original notarized Power-of-Attorney* and a copy of the owner's driver's license is required for the owner who is absent.

PROOF OF NON-RESIDENCY/RESIDENCY (One of the following)

- Valid Georgia ID card or Georgia Driver's License **with** current DeKalb County address
- Lease, deed or closing statement with current DeKalb County Address
- Current utility statement with current DeKalb County Address
- Current paycheck stub with current DeKalb County Address
- Bank statement with current DeKalb County Address

OTHER REQUIREMENTS

- Valid Georgia ID card or Georgia Driver's License. No out of state or foreign identification will be accepted.
- Original Georgia emissions inspection certificate for vehicle year models 1992 to 2013. Out of state emissions tests are not accepted. Contact Georgia's Clean Air Force at 1-800-449-2471 or www.cleanairforce.com for further information.
- Georgia liability insurance policy binder or declaration page less than 30 days old.
- Current vehicle mileage _____

COSTS

- Title Fee - \$18.00 (\$10.00 late fee may be applicable if title not applied for within 30 days of establishing residency)
- Tag/Plate Cost - \$20.00 (Specialty plates costs more)
- Title Ad Valorem Tax (TAVT) – 7.00% of vehicle's fair market value (www.newtitletax.com)
 - Business owned vehicles (including leases) requires 100% payment of TAVT
 - Individually owned vehicles:
 - Minimum 50% TAVT payable upon application for title with remaining balance due within 12 months of title application

***Power of Attorney must include year, make, model and vehicle identification number (VIN).**

Last Updated 5/2016