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REGISTRATION REQUIREMENTS NEW OWNER/NAME CHANGE

Newly acquired vehicles must be registered in person within 30 days of purchase and the following information must be provided:

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

- Title Application – Title Applied For By Dealership/Financial Institution (MV – 1Z)**
 - New owner(s) must present validated MV – 1Z title application.
 - If the vehicle is owned by more than one person and both owners can not be present an original notarized Power-of-Attorney must be presented for the owner who is not present.
 - The Power-of-Attorney must include the year, make, model and vehicle identification number (VIN).
- Title or MSO**
 - The buyers(s) listed on the back of the title must be present.
 - If both buyers can not be present an original notarized Power-of-Attorney must be presented for the owner who is not present.
 - The Power-of-Attorney must include the year, make, model and vehicle identification number (VIN).

IMPORTANT: If seller or purchaser makes a clear, legible mistake on the title EXCEPT DATE OF SALE, the seller must complete an affidavit of correction form: T-11 for the back of title, MV-18 for front of title, T-107 for odometer discrepancy. **AN ERASURE, OR USE OF WHITEOUT CORRECTION FLUID COMPLETELY VOIDS THE TITLE AND A REPLACEMENT TITLE BY SELLER MUST BE OBTAINED.**

- Leased vehicle – Title Already Applied For by Dealer/Financial Institution (Verifiable)**
 - The lessee must have their lease agreement showing a complete description of the vehicle and the complete name and address of lessor.
 - If the vehicle is leased by more than one person and both lessee can not be present an original notarized Power-of-Attorney must be presented for the lessee who is not present.
 - The Power-of-Attorney must include the year, make, model and vehicle identification number (VIN).
- Title held by lienholder – Title Already Applied For by Dealer/Financial Institution**
 - The loan agreement showing the owner(s) of the vehicle, a complete description of the vehicle and the name and mailing address of the lienholder must be presented.
 - If the vehicle is owned by more than one person and both owners can not be present an original notarized Power-of-Attorney must be presented for the owner who is not present.
 - The Power-of-Attorney must include the year, make, model and vehicle identification number (VIN).
- Name change Marriage/Divorce**
 - Must present Original Motor Vehicle Title.
 - Must present **CERTIFIED COPY** of Marriage Certificate or Divorce Decree.
 - Divorce Decree must contain a complete description of the vehicle, (VIN, Make, Model, Year). If decree does not reflect a complete description, a rider of affidavit, on letterhead of attorney representing applicant and notarized signature of attorney stating complete vehicle description must be submitted.

OTHER REQUIREMENTS

- If vehicle is used, current registration receipt must be presented as proof of ad valorem taxes paid.
- Original Georgia emission inspection certificate (if applicable). Contact the Georgia Clean Air Force at 1-800-449-2471 (or www.cleanairforce.com) for administrative questions.
- ELECTRONIC PROOF Georgia Liability Insurance (transmitted by your insurance company to Georgia Insurance Compliance Systems)**