

## **TITLING/REGISTERING VEHICLE BOUGHT OUTSIDE OF PA**

### **Sellers Checklist:**

- TITLE:** Complete the sellers section of the title. If it is a state that requires that signature to be notarized, the seller needs to do so before a notary in that state.
- LICENSE PLATE:** Remove the plate.

### **Buyers Checklist:**

- IDENTIFICATION:** Valid PA Drivers License
- ADDRESS:** Only the address listed on the PA Drivers License may be used to title/register a vehicle in PA. The only exception would be if there was a change of address card accompanying the drivers license.
- INSURANCE:** Bring with you to our location a valid form of [PA Proof of Insurance](#).
- LICENSE PLATE:** If you plan on transferring a plate from a former vehicle, you will need to bring that plate along with the registration of that plate in order for it to be transferred.
- TITLE:** bring the out of state title with you.
- VIN TRACING:** Obtain a VIN tracing of the VIN # off the vehicle or print out a photo of the VIN. This is usually located on the top of the dashboard closest to where the inspection stickers would go. If the vehicle which is being titled is the one you are bringing with you to get the registration for, we can verify the digits ourselves if the vehicle is present, in which case a tracing would not be necessary.

\*\* If vehicle is a Gift from the Seller to the Buyer and absolutely no money or property was exchanged, an [MV13ST](#) must be filled out by both parties prior to titling/ registering vehicle.

**Step 1:** Buyer brings all the necessary paperwork from above checklist with them to our location. We will process all paperwork and present you with a new PA Plate and Registration. PENNDOT will mail you your title directly usually within 4-6 weeks.

**Step 2:** In order to maintain safe highways, the once-a-year safety inspection system requires that all used vehicles are inspected within 10 days of sale unless a valid inspection sticker is displayed on the vehicle. The buyer is responsible to have the car inspected, which can be done at any Pennsylvania certified inspection station.