



Date: 04/15/2019	Policy and Procedure Update
Subject: Dealer Update	

Overview:

We have updated our procedure and form for a motor vehicle that will be titled and registered in another state or country.

Details:

We recently had an issue with dealers giving out temporary tags to out-of-state customers who left the state immediately after issuance. In these instances, they gave the customer a temporary tag to drive the vehicle home. For liability purposes, the dealer applied for a “title only” in the dealership’s name before they send the paperwork to the state of residence. Per the DHSMV manual, tax collector employees are not allowed to give a “title only” once a temporary tag has been issued. Upon speaking with Dealer Services in the Regional DMV office, the following procedure is now in place:

Effective immediately, we can process a “title only” for sales to out-of-state customers if the dealer provides:

- HSMV Form 84061 “Declaration Affidavit for a Motor Vehicle Which Will be Titled and Registered in Another State or Country; **AND**
- A copy of the out-of-state driver license with their paperwork

Reminder:

Dealers cannot use HSMV Form 82053 – Power of Attorney for the buyer or seller if you plan on recording the mileage for any vehicle. If you are recording actual mileage, you **MUST** use the HSMV Form 82993 – Separate Odometer Disclosure Statement and Acknowledgment signed by the actual seller and buyer. (No POA)