



WHAT'S NEW?

Changes to the Vehicle Title Certificate

Applicable Law

Iowa Code 321.105A – A “fee for new registration” is imposed in the amount of 5% (Aug 2023) of the purchase price for each vehicle subject to registration.

Iowa Administrative Rule 701.250 – A bill of sale, or equivalent documentation, is required to establish purchase price. The bill of sale, or equivalent documentation, must be signed by the seller. The county treasurer, DOT, or DOR may require additional or alternative documentation as necessary to sufficiently establish purchase price.

What's New on the Vehicle Title Certificate?

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Recommendation of black or blue ink:
Black or blue ink recommended for better scanning and processing but not required.

▷ **Federal and State law** requires that you state the mileage in connection with the transfer of ownership. Failure to complete or providing a false statement may result in fines and / or imprisonment. Use of black or blue ink recommended.

ASSIGNMENT OF TITLE

The undersigned hereby certifies that the motor vehicle described in this title has been transferred to the following printed name and address:

CopyBan Capt

Name of Transferee/Buyer	Street	City	State	Zip Code
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I further certify that the odometer reading is _____ and that to the best of my knowledge the odometer mileage is:

ODOMETER READING
(No Tenths)

actual mileage
 not actual mileage - WARNING ODOMETER DISCREPANCY
 exceeds mechanical limits of odometer

TRANSFER/SALE DATE

SALE OR GIFT

PURCHASE PRICE \$ _____

DISCLOSURE

1. I have knowledge the motor vehicle is now or was previously titled as salvage, rebuilt or flood in this state or any other state: Yes No

If Yes, and the front of this title does not indicate that the vehicle was previously titled as salvage, rebuilt or flood, you must complete a separate damage disclosure statement and give to the buyer.

2. If you answered "No" to question #1, complete the following:

I have knowledge that, prior to or during the time I owned the motor vehicle, it sustained damage for which the cost of repair exceeded 70% of the fair market value before it became damaged.

Yes No

"I confirm the transfer/sale information listed above to be true."

Signature(s) of Transferor(s)/Seller(s) _____

Printed Name(s) _____

"I am aware of the above odometer certification made by the seller. I confirm the transfer/sale information listed above to be true."

Signature(s) of Transferee(s)/Buyer(s) _____

Printed Name(s) _____

Clarifying prompts:
Added to ensure only transferee/buyer info is noted on this line.

Transfer confirmation: Added statements for transferor and transferee to confirm transfer info. Both the transferor and transferee must sign. Also added printed name of transferor.

Bill of sale area: added boxes to identify sale or gift transfers related to required purchase price and a purchase price entry field.

New Title Implementation

This newest version of title certification stock will be in circulation starting in early 2024 as it is distributed to counties across the state. A similar variation of title, including bill of sale and with minor differences, was distributed from September 2023 through early 2024. The distribution process for title stock will not change. When receiving new title stock, counties are to use all old title stock before issuing the new titles. Do not destroy any old titles.

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Recommendation of Blue or Black Ink

Q: Can we deny the title and registration application if the assignment is not completed in blue or black ink? What if it's in red?

A: There is no law that requires blue or black ink. Another color of ink may be accepted if it is legible. Blue or black ink is a recommendation to ensure the writing is legible and still visible after scanning the title.

Transfer Confirmation

Q: Do both the transferor/seller and transferee/buyer need to sign the assignment area?

A: Yes. The signatures of both parties are to acknowledge the transfer in its entirety, regardless of whether there is an odometer or damage disclosure or whether the transfer was by gift or retail sale.

Q: What if an odometer disclosure is not required? Does the transferee/buyer still need to sign?

A: Yes. The signatures of both parties are to acknowledge the transfer in its entirety, regardless of whether there is an odometer or damage disclosure or whether the transfer was by gift or retail sale.

Q: Since the dealer-to dealer transfer doesn't need the sales information included on the assignment, does the transferee dealer need to sign the assignment area at all if there is also no odometer disclosure requirement?

A: Yes. Even though there is no sales information included and no odometer disclosure required on the dealer-to dealer assignment, the transferee dealer is signing to verify the transfer information above.

Bill of Sale Area

Q: What information is required in the new bill of sale area?

A: The transfer/sale date is the only field in the new area that is required for every transfer. There are transfers where the customer may leave the sale or gift check-boxes and purchase price blank, such as a transfer from multiple owners to an individual owner (AKA name drop; owners A & B to B).

Q: Do we allow decimals written into the purchase price?

A: Yes. If the customer submits a purchase price with cents noted (e.g. \$9,999.99), the county will process it using that amount. There is no reason to deny the transaction and no need to round the number.

Q: What if the purchase price is not legible, or we can't make out whether there's a comma or decimal in a certain area?

A: The county can ask for additional evidence to purchase price, such as an additional bill of sale. If there is not sufficient evidence, a replacement title may be needed, or the county may use "fair" vehicle value noted in vehicle valuation source, such as Kelley Blue Book, National Automobile Dealers Association (NADA) or JD Power.

Q: What if there is evidence that the purchase price written in the assignment section is wrong?

A: The seller needs to obtain a replacement title to assign to the purchaser with the correct amount.

Q: What if there is a discrepancy between the purchase price noted on the title by the seller and the purchase price noted on the title, and registration application by the buyer?

A: The purchase price noted on the title has been attested to by the seller and should be treated as the official purchase price unless the buyer can provide evidence otherwise. If there is evidence to support the purchase price on the application, the seller would need to obtain a replacement title and assign the title with the correct purchase price.

Q: What if there is a discrepancy between the purchase price noted on the title by the seller and the purchase price on a separate bill of sale, also attested to by the seller?

A: The purchase price noted on the title should be treated as the official purchase price unless the buyer can provide evidence otherwise. If there is evidence to support the purchase price on the separate bill of sale, the seller would need to obtain a replacement title and assign the title with the correct purchase price.

Q: What if there is a discrepancy between the TRANSFER/SALE DATE noted on the title by the seller, or sale date on a separate bill of sale, or the transfer/sale date noted on the title and registration application by the buyer?

A: The TRANSFER/SALE DATE noted on the title has been attested to by the seller and should be treated as the official transfer/sale date unless the buyer can provide evidence otherwise. If there is evidence to support the transfer/sale date on the application or separate bill of sale, DOT Form 411219 Affidavit of Correction may be submitted to note the correct sale date. Or, the seller may obtain a replacement title and assign the title with the correct transfer/sale date.

Q: The customer provided a title without the purchase price but provided a separate bill of sale. Is that still OK?

A: A separate bill of sale still fulfills the requirement if the transferor/seller attests to the purchase price.

Q: If a customer is transferring a vehicle in the assignment area of a previous title version (without purchase price), can the person write in the purchase price next to the date of sale or somewhere else?

A: No. This would be an unauthorized alteration that would void the title and require a replacement before transferring.

Q: The purchase price is written correctly, but the customer did not check a box for "sale" or "gift." Do we still accept this?

A: Yes, as long as the rest of the evidence supports this being a sale. The presence of the purchase price means that the transfer isn't a gift.

Q: If the customer checks "gift," do they need to write \$0 on the purchase price line, or can they leave the purchase price blank?

A: Either option is fine.

Q: What if the customer checks the box for a gift, but writes down a purchase price?

A: The county may ask for clarification on the type of transfer, but this should be treated as a sale because the transferor/seller attested to a purchase price. If there is still a question on the type of transaction, the transferor/seller will need to get a replacement title to assign the vehicle properly with only "gift" checked or provide the proper sale information. A separate bill of sale may be provided in this situation.

Q: What about transfers by operation of law? They may not fit under “sale” or “gift.”

A: Most operation of law transfers do not require an assignment of title, and the title may not even be present. If the vehicle transfer does not include a purchase price (sale) and is not a gift, the transaction may still be permitted with the proper supporting documentation, even if the sale information is blank. The “TRANSFER/SALE DATE” would still be required.

Q: Why wasn’t the bill of sale added to the dealer reassignment areas?

A: Dealers may use the “Dealer Use Only” box on the title application or provide an additional bill of sale signed by a dealer agent. The intent of the addition of the purchase price to the title is to cover the bill of sale requirement for most person-to-person vehicle transfers.

Q: Does the purchase price on the title need to be filled out by a person when trading the vehicle into a dealer as a trade-in or selling the vehicle to a dealer?

A: No. The purchase price or bill of sale is not necessary when the dealer is taking the vehicle into dealer inventory for resale because the dealer is claiming the resale exemption. From there, the dealer would either get a dealer title or reassign the title and the purchase price on the assignment area is irrelevant to the subsequent resale.

Q: When a dealer gets a title, like a dealer title, does there need to be sale information included when it’s transferred/assigned to another dealer?

A: No because the transferee, the licensed dealer, is exempt from registration.

General Questions

Q: May these titles on the new title stock be used for transfer immediately?

A: Yes, some of the titles on the new title stock could be transferred very soon after they are issued. For example, a dealer may obtain a dealer title on a vehicle and then sell that immediately to a retail customer. An individual who has lost his/her title may obtain a replacement title and then quickly transfer it to a friend, relative, or purchaser.

Q: May a transfer still be made with a title on prior title stock that does not have a purchase price?

A: Yes. Any Iowa title issued previously is still legal, even if it is on prior title stock. Any transfer in Iowa using prior title stock will need to be accompanied by a separate bill of sale. When the customer cannot obtain a bill of sale, the county may use “fair” vehicle value noted in vehicle valuation source, such as Kelley Blue Book, National Automobile Dealers Association (NADA), or JD Power.

Q: Can we issue a replacement title for an old version of the title with the new title stock?

A: Yes.

Q: Could a notarized bill of sale be an option in lieu of a replacement title since the seller’s signature is the one to be notarized?

A: No. The replacement title is the proper way to correct this information before the transfer. The Affidavit of Correction (DOT Form 411219) is the only form for correcting information written in error on the certificate of title. The purchase price is not included on the Affidavit of Correction, as of August 2023.

Q: Did the dealer reassignment areas change at all?

A: On the newest version of the title (2024), the dealer reassignment areas look different, but do not change process. Some spacing was adjusted to allow for more room for signatures and printed information. Dealers and users should be aware of the visual change, but do not need to change their processes for completing dealer reassignments.
