



STATE OF NEW JERSEY
1-888-486-3339 ext. 5064 (in state)
1-609-292-6500 ext. 5064 (out of state)

Instructions to Acquire Title when NJ Dealer Goes Out of Business

The documents listed below are required to assist you in obtaining a New Jersey title if you purchased a vehicle from a New Jersey car dealer that went out of business.

Please note: Each case is unique and is handled on an individual basis. Additional documents may be requested. If you have any questions, please call the above listed number prior to submitting your documents.

1. The original bill of sale is required.
2. The original temporary registration tag from the dealer is required.
3. A photograph of the vehicle identification number (VIN Plate on dash) is required.
4. Photographs of all four sides of vehicle are required.
5. If the current state of record is not New Jersey, then a certified lien search is required from the known state and if unknown, certified lien search from the DMV's of New York, Delaware, Pennsylvania, Connecticut and Maryland.
6. **If a lien is found to exist on the vehicle in the state of record**, then a "Letter of No Interest" or "Lien Satisfaction" from the lienholder is required.
7. The completed, original, Application for Certificate of Ownership (Form OS/SS-7) is required.
8. The completed, original, notarized, Buyer's Declaration (Form OS/SS-150) is required to be submitted.
9. A check or money order in the amount of \$60.00 is required. If there is a lienholder on the title, the fee is \$85.00. Make check or money order payable to: NJ MVC.
10. Proof that Sales Tax was paid or 7% of the purchase price.
11. **If you filed a Police Report**, it is required to be submitted.
12. a. **If your vehicle is financed**, a photocopy of lienholder contract (known as Security Agreement) is required.
b. **If your vehicle is not financed**, a copy of cancelled check(s) and/or receipts for the full amount of the vehicle is required.
13. a. **If you are a NJ resident**, you must submit a photocopy of you NJ driver's license.
b. **If you are not a NJ resident**, you must provide photocopies of six point's worth of identification so we may issue you a NJ title (visit www.njmvc.gov).
14. After making copies for your records, mail original documents (or photocopies where noted) to the following address: NJ Motor Vehicle Commission, P.O. Box 017, 225 E. State Street, Trenton, NJ 08666-0017, ATTN: Special Titles/Dealer Out of Business.

APPLICATION FOR CERTIFICATE OF OWNERSHIP

PLEASE DESCRIBE THE VEHICLE ACCURATELY

MAKE OF VEHICLE (PRINT)	MODEL	YEAR	COLOR	BODY TYPE
COMPLETE VEHICLE IDENTIFICATION NUMBER (NOT THE MOTOR NUMBER)			NO. OF AXLES	

ODOMETER READING

							TENTHS	
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PLEASE CHECK
"YES" OR "NO"

Does your vehicle now have a lien? (Is your vehicle financed?) Yes No

If you checked "yes" **PRINT** name and address of bank or finance company below. If you checked "No", print "NONE" in the box below.

LIENHOLDER	NAME OF BANK OR FINANCE COMPANY (LIENHOLDER), IF NO LIEN PRINT "NONE"
	LIENHOLDER CORPCODE
	STREET ADDRESS OF LIENHOLDER

NAME AND ADDRESS OF OWNER AND CO-OWNER BELOW

OWNER	NAME		
	N.J. DRIVER LICENSE NO. (IF BUSINESS-CORPCODE)		
	DATE OF BIRTH	EYE COLOR	SEX
	STREET		
	CITY, STATE, ZIP CODE		
CO-OWNER	NAME		
	N.J. DRIVER LICENSE NO. (IF BUSINESS-CORPCODE)		
	DATE OF BIRTH	EYE COLOR	SEX
	STREET		
	CITY, STATE, ZIP CODE		

STATEMENT OF APPLICANT(S): The undersigned hereby certifies all of the above to be true and correct and that the identification number shown on this form has been compared to the identification number on the motor vehicle and further certifies that they agree in every particular.

**SIGN
HERE**

x _____
OWNER DATE

**SIGN
HERE**

x _____
CO-OWNER (if any) DATE

**SIGN
HERE**

x _____
CO-OWNER (if any) DATE

**SIGN
HERE**

x _____
CO-OWNER (if any) DATE



BUYER'S DECLARATION - EMERGENCY APPLICATION FOR VEHICLE TITLE

Buyer's Information:

Date: _____

First Name Last Name

Address City State Zip Code

I purchased a vehicle on _____ from _____ but never received the (check all
all that apply):

- Title -Plates -Registration

Vehicle information:
Year Make Vehicle Identification Number (VIN)

Seller's Full First and Last Name and/or Name of Business

Address City State Zip Code

Comments:

I ACKNOWLEDGE, that in making this Declaration, I am inducing the New Jersey Motor Vehicle Commission ("NJMVC") to issue a vehicle title for the above-described vehicle purchased from the seller listed above and that although the NJMVC may issue the same as a convenience under the circumstances, by doing so, the NJMVC makes no assurances against future claims against this vehicle, and I therefore agree to defend, indemnify and hold harmless the State of New Jersey, the NJMVC, their officers, employees and agents from and against any and all liability, loss, expense, attorneys' fees, or injury or damages arising out of any such claim.

I FURTHER ACKNOWLEDGE that this Declaration is being made for the purpose of applying for an un-issued vehicle title, registration and/or plates as described above, and that any knowing or willful misrepresentation or false statement submitted in connection with this Declaration may subject me to criminal punishment, including fines and/or imprisonment.

Signature Print Name

Driver License Number or Corporation Code

Notary Public _____

Seal:

