

**Titles Transmittal For  
Dealer/Financial Agency**  
Idaho Transportation Department



dmv.idaho.gov

**Do not use for Rush items - For all Rush items use ITD 3203**

Dealer/Financial Agency Name	Dealer Number	Dealer/Financial Agency Address	Date Sent/Delivered
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• **Standard Title Fee = \$14.00** • **TOD = \$26.00** • **Submit a separate check for each transmittal page**

**Note:** As of October 1, 2007 Ada County transactions, paid for by credit card, will have a 3% Convenience Fee added by their credit card processing agent, Access Idaho.

	Title Type	Owner Name (last, first)	Make	Year	Vehicle/Hull Identification Number	Control Number	Fees
1							
2							
3							
4							
5							
6							
7							
8							
9							
10							
11							
12							
13							
14							
15							
16							
17							
18							
19							
20							

**Title Types**

TOD - Transitional Ownership Document  
NE - New (Never Titled Before)  
OS - Out-of-State Title  
DU - Duplicate

DN - Duplicate Name Change  
LC - Lien Change/Clearance  
TF - Transfer Idaho Title

Check Number

Subtotal

Credit Card Fee

(subtotal x .03)  
~Ada County only~

Total

**~ Ada County Transactions Only ~**

Credit Card Type <input type="checkbox"/> Visa <input type="checkbox"/> MasterCard <input type="checkbox"/> American Express <input type="checkbox"/> Discover	Credit Card Number	Expires	Security Code (from back of card)
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**Department Use Only**

Date Processed: \_\_\_\_\_

Processed By: \_\_\_\_\_

Number of Titles: \_\_\_\_\_

**Send original and one copy to:** (Keep a copy for your records)

DMV Title Processing Center  
PO Box 140019  
Garden City, ID 83714-0019

**OR**

Your local county  
assessor's office

Please enclose a Self Addressed Stamped Envelope so we can return your copy and a receipt to your company. Otherwise you will not receive a receipt.