

STATE OF INDIANA

Michael R. Pence, Governor

Kent A. Schroder, Commissioner

MUNICIPAL AND LAW ENFORCEMENT WATERCRAFT TITLE AND REGISTRATION APPLICATION CHECKLIST

Municipal and Law Enforcement watercraft title and registration applications are processed by BMV Central Office Operations to improve the security and efficiency of these transactions. Please verify that all required information is included prior to submitting each application. Contact (888) 692-6841 with any questions.

Title Application Requirements

- Completed and signed Application for Certificate of Watercraft Title State Form 38529
- □ Original Certificate of Title, Certificate of Origin, or Bill of Sale
- □ Physical Inspection of a Vehicle or Watercraft State Form 39530. Required for watercraft purchased *outside* of Indiana or if submitting a Bill of Sale as ownership documentation.
- Certificate of Gross Retail or Use Tax Exemption– ST108E, Exemption 1.
- \$15.00 title application fee (for new, amend, and duplicate title transactions). A \$20.00 delinquent fee will be assessed on new title applications received 31 days after the purchase date listed on the Certificate of Title, Certificate of Origin, or Bill of Sale. Fees are payable by credit card (MasterCard or Visa), check, electronic check, or money order.

Registration Application Requirements

- Application for Municipal or Law Enforcement Watercraft Registration and Decals- State Form 35913
- Proof of Ownership (for example, Bill of Sale). If the watercraft is required to be titled, a title application must accompany the registration application (unless a watercraft title has already been processed for the applicant). For questions on watercraft titling requirements, contact (888) 692-6841.

If the Bureau of Motor Vehicles determines that sufficient credible evidence exists to substantiate the applicant's claim of ownership, a title and/or registration will be issued. For your convenience, the required forms are included with this checklist. The forms are also available at **myBMV.com**. Mail the completed packet to:

Bureau of Motor Vehicles Central Office Operations 100 North Senate Avenue, Room N415 Indianapolis, IN 46204

Note: Include this checklist on the top of your application with contact information provided below. If all required documents are not submitted or information is incomplete the entire application will be returned.

Print Name

Phone Number

Email (optional)

An Equal Opportunity Employer

APPLICATION FOR CERTIFICATE OF WATERCRAFT TITLE State Form 38529 (R6 / 4-02) BUREAU OF MOTOR VEHICLES WATERCRAFT TITLES SECTION

Approved by State Board of Accounts 2002

TO BE FILLED OUT BY A PO WATERCRAFT AND FIND T											Y EXAN	AINED TH	IE FC	OLLOWING
Hull identification number			Year	Mak	æ					,	Regis	tration nur	nber	
Officer's title		Police ag	gency				Signature of of	ficer				Badge r	10.	Date
The undersigned new ow a false statement may co					affirm that th	e ir	nformation be	low is	true, co	mplete a	and cor	rect. We	und	erstand that
Signature of owner				Date signed			Signature of o		Dates			signed		
The law requires that yo failure to do so. Attach C liens must be released. S in 60 days, contact the V	Certificate Supporting	of Title a docume	ssigned	d by s ender	eller (<i>or oth</i> ed with the a	er l	legal evidence	e that	the Title	should	be issu	ued). On	end	orsed Titles,
Title number	Bra	anch	Invoice		BMV use									
Registration number Fo			Purch./Comp.	date	Make	of waterci	raft							
Model name and number	del name and number Hull ider						Length			Model y	Hull material			
Boat type	Use	Pro	Propulsion			Fuel								
Social Security/Federal ID nu	umber * Ho	orsepower		WF	RS		Owner's count	y of res	idence					
Name of owner	I						Street address	;						
						Cit	y							
First lien's name							Street address	;						
City			State		ZIP code			BMV	use only					
Second lien's name							Street address							
City			State		Dealer numbe	ər		Trans	action nu	umber				
GROSS RETAIL & USE TAX	AFFIDAVI	T-I (WE) H	IEREBY (CERT	IFY THAT SAI	LES	S OR USE TAX	ON TH	IS WATE	RCRAFT	WAS P			
Selling price	subject to tax	:	Amount of tax		Deal	er Br	anch	Exempt		kempt place agraph #				
NOTE: If additional liens * Required by IC 4-1-8-1.							such on an a	dditior	al attac	hment b	efore s	signing th	nis a	oplication.
DISTRIBUTION: White - BMV	/, Pink - BN	//V Branch	i, Canary	/ - App	licant									



PHYSICAL INSPECTION OF A VEHICLE OR WATERCRAFT

State Form 39530 (R5 / 12-11) Approved by State Board of Accounts, 2011 INDIANA BUREAU OF MOTOR VEHICLES

INSTRUCTIONS: 1. Approved inspector must complete information in blue or black ink or print form.

- 2. The vehicle identification number (VIN) or hull identification number (HIN) must be inspected to verify the existence and condition
- of the number. An ownership document is not required to be submitted for inspection.Inspections may be performed by an employee of a dealer designated by the Indiana Secretary of State, a military policeman
- assigned to a military post in Indiana, a police officer, or a designated employee of a BMV full or partial service license branch. Police officers completing this form may not charge a fee of more than \$5.00 for vehicles. No fee may be collected for watercraft inspections. Authorized Indiana dealers and BMV full or partial service license branches may not assess a fee.
- 5. Dealers may not perform watercraft inspections.

								OWN	IER IN	FOR	MATION	l I						
Name (la	ıst, first, n	niddle initial	or compar	ny narr	ne													
Address	(number a	and street)																
															1			
City															State		ZIP Code	
						VE	HICLE	OR W	/ATER	CRA	FT INFO	ORMATI	ON					
Identifica	ation Num	ber												NE (se	elect if no	o identifica	ation numbe	r found)
Year		Make			Мо	del			Туре			Plate Nu	mber / Sta	ite			aft Registratio , if applicable	n
																TAGINDEI		
For as	semble	d vehicle	es or wa	aterc	raft	include	serial r	numb	ers fo	r ma	jor com	ponent	parts if	preser	nt:			
Engine / I											nsmission			-				
Body Cha	assis									Fro	nt Assemb	bly						
Rear Clip)									Fra	me							
Other (sp	becify):																	
*IDACS	S / NCIO	C Check	(require	d if fo	orm	is comp	leted by	a pol	ice off	icer)								
Date Che	eck Perfor	med <i>(mm/</i> a	ld/yyyy)	Corr	nmen	ts												
I swear constit	r or affi tute the	irm that the crime o	the infor f perjur	rmati y.	ion	l have e	ntered	on th	is forr	n is c	orrect.	I under	stand m	aking	a false	statem	ent may	
Signature							Printed	d Name	9				Title				Date (mm	n/dd/yyyy)
Badge / E	Branch / D	Dealer Numl	ber				Police	Depar	tment / E	Branch	/ Dealersh	ip	City				ZIP Code	
Telephon	ne Numbe	r					Email	Addres	s									
()																	



BILL OF SALE State Form 44237 (R3 / 8-12) INDIANA BUREAU OF MOTOR VEHICLES

INSTRUCTIONS: 1. Complete in blue or black ink or print form.

				VE	HICLE	OR WAT	ERCRA	FT INFC	ORMATIC	N					
	VEHICLE OR WATERCRAFT INFORMATION Vehicle or Hull Identification Number Vehicle or Hull Identification Number Year Make Model Registration Number (If applicable, watercraft only) Year Make Model Registration Number (If applicable, watercraft only) Purchase Price Date of Sale (mm/dd/yyyy) Purchaser Name(s) (last, first, middle initial or company name) Address (number and street) State ZIP Code City State ZIP Code I do hereby sell, transfer and convey all rights for the above vehicle/watercraft to the buyer in consideration of the sale payment amount. I certify that the vehicle/watercraft is not subject to any liens that are the responsibility of the seller. I understand that making a false statement may														
	Yea	ar			Make				Мо	del					
			I			SALE I	NFORM	ATION							
Purchas	se Price							Date of	Sale (mm	a/dd/yyyy)	I				
Purchas	ser Name(s) (last, first, mic	dle initial d	or compar	ny name)										
Address	s (number	and street)													
City										State			Z	ZIP Code	
amour I swea	nt. I certi r or affir	ify that the veh	icle/wate	ercraft is	s not su	bject to	any lier	is that a	re the re	sponsit	oility of	the selle	er.		
Signatu	re of Selle	r										[Date (mm	n/dd/yyyy)	
Printed	Seller Nar	ne (last, first, mic	dle initial d	or compar	ny name)										
Signatu	re of Selle	r										[Date (mm	n/dd/yyyy)	
Printed	Seller Nar	me (last, first, mic	dle initial d	or compar	ny name)										
	r or affir me of pe	m that the info rjury.	rmation	entered	on this	form is (correct.	l unde	rstand th	nat maki	ing a fal	se state	ment m	ay const	titute
Signatu	re of Purc	haser										[Date (mm	n/dd/yyyy)	
Printed	Purchase	⁻ Name (<i>last, first</i>	middle in	itial or coi	npany na	me)						•			
Signatu	re of Purc	haser										[Date (mm	n/dd/yyyy)	
Printed	Purchase	⁻ Name (<i>last, first</i>	middle in	itial or cor	mpany na	me)						•			



Form **ST-108E** State Form 48841 (R4 / 3-08)

Indiana Department of Revenue Certificate of Gross Retail or Use Tax EXEMPTION for the Purchase of a Motor Vehicle or Watercraft

NAME OF DEALER		Dealer's RRMC #	(Registered F	Retail Merchant Certificate Number)
		TID# (10 digits)	LOC# (3 digits)
Dealer's FID # (Federal Identification Number, 9 digits)		Dealer's License	Number(s	even digits)
Address of Dealer	City		State	Zip Code
NAME OF PURCHASER(S) (PRINT OR TYPE)			SSN, TI	D, OR FID # (Mandatory)
Address of Purchaser	City		State	Zip Code
	fication Informatio			Madal/Langth
VIN # (Vehicle Identification Number) Or HIN # (Hull Identification Number)	Year	Make		Model/Length
Calculation Of Purchase Price		Trade	in Informa	ation
1. Total Purchase Price 1.	VIN # (Vehicle	Identification Number) Or H	IIN # (Hull Ide	entification Number)
2. Trade-Allowance (Like-kind exchanges only) 2.	Year	Make		Model/Length
3. Net Purchase Price (Line 1 minus Line 2) 3.				
CALCULATION OF PURCHASE PRICE LINES 1 NEW RESIDENT STATEMENT Must Be Completed if Exemption			EXEMPTE	ED PURCHASES
I certify that I became a resident of INDIANA on (month & year)				
My previous State of Residence was	l hereby certi	fv that the above state	ement is tru	le and correct
		-		
Date Signature of Owner SALES/USE TAX WORKSHEET To be completed if Sales and/or				notion # 15. See reverse side
Date of Purchase				
		¢.		
1. Purchase price of property subject to sales/use tax		1. <u>Ψ</u>		
2. Indiana sales/use tax due: Multiply Line 1 by sales/use tax perc	centage (7%)			
3. Credit for sales tax previously paid to another state				
(Do not include flat fees, local, and/or excise taxes.) In what sta	ate was the tax paid?			
4. Total amount due: Subtract Line 3 from Line 2				
(Line # 3 can not exceed Line # 2)				
DIRECT RELATIVE IDENTIFICATION EXEMPTION (Must Be Co	amploted if Exampliar	# 11 is claimad soo	rovorso sic	40)
Name(s) on original title				,
Name(s) being added/deleted				
PUBLIC TRANSPORTATION EXEMPTION (Must be completed i	if exemption # 6 is cla	imed and you are no	t a school b	ous operator.)
USDOT # (U.S. Department of Transportation Number)				
I certify that the above vehicle or watercraft is exempt from sai that any sales tax credit shown as paid to an out of state dea not provided the buyer with a check to be paid to the BMV. I of perjury.	ler using exemption	#15 was actually co	ollected by	the dealer and the dealer has
Date Signature of Purchaser	r			

GENERAL INFORMATION

INDIANA CODE 6-2.5-9-6 requires that a person titling a vehicle or watercraft present certification indicating the state gross sales and use tax has been paid; otherwise, the payment of the tax must be made directly to a Bureau of Motor Vehicles license branch.

If NONE of the exemptions apply to the purchase, Form ST-108 must be completed by the dealer and the purchaser to indicate that the sales/use tax was collected by the dealer. The dealer is then required to submit the sales/use tax to the Department of Revenue.

A purchaser's ID# (SSN-Social Security #, TID - Indiana Taxpayer Identification #, FID - Federal Identification #) is mandatory to claim an exemption. Calculation of Purchase Price lines #1, #2 and #3 must be completed for all exempted purchases. The exemption claim is not valid without providing a required ID# and Purchase Price information. Exemptions available are:

- 1. Vehicles or watercraft purchased by Indiana or Federal governmental units or their instrumentalities.
- 2. Vehicles or watercraft purchased by nonprofit organizations operated exclusively for religious, charitable, or educational purposes and using the vehicle for the purpose for which such organization is exempt. The applicant MUST indicate its 13 digit Indiana TID and LOC number on the front of the form. The nonprofit name must be on the title to claim this exemption.
- 3. Issue title for the sole purpose of adding lien holder information. This exemption is not available to add, delete, or change the name on a title.
- 4. Trucks, not to be licensed for highway use, and to be directly used in direct production of manufacturing, mining, refining or harvesting of agricultural commodities. Ready-mix concrete trucks are exempt under this paragraph even though they are to be licensed for highway use. Vehicles registered with *farm plates* are not exempt.
- 5. Sales of motor vehicles or watercraft to Registered Retail Merchants acquiring the vehicles or watercraft to rent, or lease to others and whose ordinary course of business is to rent or lease vehicles or watercraft to others.
- 6. Vehicles or watercraft to be predominately used for hire in public transportation. (Hauling for hire.) Your USDOT number must be shown on the reverse side of this form. Predominate use is greater than 50%.
- 7. Vehicles or watercraft transferred from one individual to another with no consideration involved or received as outright gift or inheritance. Assumption of loan payments by the purchaser constitutes consideration and is therefore NOT exempt unless the transferred party was listed on the original security agreement. A copy of the original security agreement must be submitted with the title paperwork.
- 8. Vehicles previously purchased, titled and licensed in another State or Country by a bonafide resident of that State or Country, who subsequently has become an Indiana resident, are exempt from Indiana sales/use tax upon titling and registration of the vehicle in Indiana. Watercraft previously purchased, titled, or licensed in another state, by a bonafide resident of that state, who subsequently has become an Indiana resident, are exempt from sales/use tax upon titling or registration of the watercraft in Indiana. The New Resident Statement on the front of the form MUST be completed.
- 9. Vehicles or watercraft purchased to be immediately placed into inventory for resale. NonIndiana dealers must enter both their FID number and their state's Dealer License Number on this form in lieu of the Indiana TID number if they are not registered with the Indiana Department of Revenue. Note: Motor vehicle dealers are only exempt from sales tax on <u>new</u> motor vehicles purchased for which they possess a manufacturer's franchise to sell that particular vehicle. If a dealer does not possess a manufacturer's franchise to sell the new vehicle purchased the dealer must pay sales tax and the resale exemption is invalid. (I.C. 6-2.5-5-8)
- 10. Vehicles or watercraft, not to be licensed for use, which are eligible for a repossession title issued by the State of Indiana as a result of a bonafide credit transaction or salvage title resulting from an insurance settlement.
- 11. Transactions consisting of adding or deleting a spouse, child, grandparent, parent, or sibling of the owner of a motor vehicle only per 6-2.5-5-15.5. **The Direct Relative Identification Statement on the front of the form MUST be completed.**
- 12. Vehicles or watercraft won as a prize in a raffle or drawing which were previously titled by a qualified nonprofit organization. A valid Federal Miscellaneous Income Statement, Form 1099-MISC or an affidavit completed by the nonprofit organization must be submitted with the title paperwork in order for this exemption to be claimed. The affidavits must state the nonprofit organization name and exemption number, the winner's name, address and social security number and the fair market value of the vehicle awarded as the prize.
- 13. Redemption of repossessed vehicles or watercraft by the original owner.
- 14. Indiana Department of Revenue use only. This exemption may not be used unless authorized by the Department by calling (317) 233-4017. A complete copy of each transaction claiming this exemption must be sent to IDOR, Compliance Division.
- 15. Sales tax paid to a non-BMV licensed dealer. The seller may be either an Indiana seller or an out of state seller. This amount will be used as a nonrefundable credit against the amount of Indiana sales tax due.

This agency is requesting the disclosure of your Social Security number in accordance with IC 4-1-8-1. Disclosure is mandatory; this record cannot be processed without it.



APPLICATION FOR MUNICIPAL OR LAW ENFORCEMENT WATERCRAFT REGISTRATION AND DECALS

State Form 35913 (R8 / 9-12) Indiana Bureau of Motor Vehicles BUREAU OF MOTOR VEHICLES Central Office Operations 100 North Senate Avenue Room N415 Indianapolis, IN 46204

INSTRUCTIONS: 1. Complete in blue or black ink or print form.

- Complete application with all information in sections 1, 2, 3, and 4 as applicable and mail to the address listed above.
 The application must be accompanied by proof of ownership (for example, Certificate of Origin or Bill of Sale) or the lease
- agreement (if leased). 4. Watercraft valued over \$3,000 when new must be titled.

						SEC	TION 1	1. APPLI	CANT IN	NFOR	MATION						
Officia	Name o	f Entity T	hat Own	s or Leas	ses the	Watercraf	ft		State	Board	l of Accour	nts Numb	ber	Federal Ident	ificatio	n Number	
Entity's	s Executi	ve Office	r's Name	and Titl	е				Entity	/ Telep	hone Num	lber					
									()							
Entity	Street Ac	ldress <i>(n</i>	umber ar	nd street)													
City									State		ZIP Code	(County		Towns	hip	
										1							
	Entity Street Address (number and street) State ZIP Code County Township SECTION 2. WATERCRAFT INFORMATION (Attach additional forms for multiple watercraft registrations.) Auli Identification Number (HIN) (please enter in spaces below) Registration Number Check additional forms for multiple watercraft registrations.) Hull Identification Number (HIN) (please enter in spaces below) Registration Number (fear Make Model Name and/or Number Length (feet and inches) Horsepower Generation Hull Material Boat Type Propulsion Outboard Auxiliary Sail Check Appropriate Steel Other Sailboat Commercial Hydroplane Inboard Auxiliary Sail Box Platic Sailboat Commercial Hydroplane Inboard Manual Other Poppication For (check one) Other Pruch Gasoline Diesel Other New Watercraft Registration Duplicate Watercraft Registration Replacement Watercraft Decals Purchase or Lease Date (mn/dd/yyyy) (required for new watercraft registration)																
Hull Id	Hull Identification Number (HIN) (please enter in spaces below) Registration Number																
Year Make Model Name and/or Number Length (feet and inches) Horsepower												sepower					
	Hull Material Boat Type											Propu	ulsion		1		
	Aluminum Wood				bod	Runabout Airboat			t	🗆 Hy	/drofoil	Outboard A			iliary S	ail	
Ch	ock	🗌 Fibe	erglass	🗌 Pla	astic	Sailboat Comme			ercial	🗆 Hy	/droplane	🗌 Inb	🗌 Inboard 🛛 🗌 W		ter Jet		
Appro	opriate	Stee	el	🗌 Ot	her	Pontoon Cruiser			r	🗌 Jet-Ski		🗌 Sa	iil	🗌 Mai	nual	☐ Other	
_						Hous	eboat	Hover	craft	aft 🔲 Utility		F			lel		
							+		hious		hor	Gasoline				Other	
							L .		51003				1				
Applic	ation Fo	or (check	(one)										-				
		•		[] Dup	licate Wate	ercraft	Registratio	n		Replace	cement \	Waterc	raft Decals			
Purcha	ase or Le	ase Date	e (mm/dd	/yyyy) (re	quired	for new w	vatercra	ft registrat	ion)		-						
	In the second street s																
Descri	ption of (Official Bu	usiness fo	or Which	the Er	tity Will Us	se the \	Natercraft									
Situs	Addres	s (the	address	where t	the wa	ntercraft is	s or wi	ll be loca	ted as o	f Marc	ch 1)						
Street	IN SECTION 2. WATERCRAFT INFORMATION (Attach additional forms for multiple watercraft registrations.) Hull Identification Number (HIN) (please enter in spaces below) Registration Number Year Make Model Name and/or Number Length (feet and inches) Horsepower Year Make Model Name and/or Number Length (feet and inches) Horsepower Year Make Model Name and/or Number Length (feet and inches) Horsepower Year Make Model Name and/or Number Length (feet and inches) Horsepower Year Hull Material Boat Type Propulsion Propulsion Aluminum Wood Runabout Alviroplane Dobard Auxiliary Sail Steel Other Sailboat Commercial Hydroplane Sail Aunual Other Houseboat Hovercraft Utility Sail Aluminu Other Yacht Amphibious Other Sail Aluminu Other Yacht Amphibious Other Sail Aluminu Other Pu																
City									State		ZIP Code		County		Town	ship	
									IN							-	
L																	

SECTION 3. ENTI	TY CLASSIFIC	ATION
The entity shall indicate in which one (1) of the following classifications the must also submit the following requested written documentation or meet the qualifies for municipal or law enforcement permanent decals. Please check	e requirements that	
1. The State of Indiana a) a state agency,		
b) a state university, or		
c) other state entity		
 2. A municipal corporation (as defined in IC 36-1-2-10) "Municipal corpora) a county, city, town, or township, 	ation" means any	of the following:
b) school corporation (Must be listed as a school corporation w	ith the Indiana De	partment of Education),
c) library district (Must be listed as a library with the Indiana Sta	ate Library),	
d) local housing authority (Must provide a certified copy of the c	ordinance(s) that e	establishes the authority),
e) fire protection district (Must be listed with the Indiana State F	Fire Marshall or Ind	diana Department of Homeland Security),
f) public transportation corporation (Must provide a certified cop	by of the ordinance	e(s) that establishes the corporation),
g) local building authority (Must provide a certified copy of the re	esolution or ordina	ance(s) that establishes the authority),
h) local hospital authority or corporation (Must provide a certified	d copy of the reso	lution or ordinance(s) that establishes the authority),
i) local airport authority (Must provide a certified copy of the res	olution or ordinan	nce(s) that establishes the authority),
j) special service district (Must provide a certified copy of the re	solution or ordina	nce(s) that establishes the district),
 k) other separate local governmental entity that may sue and b that establishes the entity). 	e sued <i>(Must prov</i>	vide a certified copy of the statute, ordinance or resolution
3 A volunteer fire department (as defined in IC 36-8-12-2) (Mus Security and provide a copy of the contract or resolution to provide		
4A volunteer emergency ambulance service that meets the re compensation or a nominal annual compensation of not more Service with the Indiana Emergency Medical Services and provide	re than \$3,500.00	. (Must be registered as a Volunteer Emergency Ambulance
5 A rehabilitation center funded under IC 12-12 (Must be listed a letter from the Indiana Rehabilitation Bureau of the FSSA.)	as rehabilitation ce	enter with the Indiana Rehabilitation Bureau and provide a
6 A community action agency (IC 12-14-23) (Must be designated	l by the Governor	or under Federal law as a community action agency.)
7 An area agency of aging and the aged (IC 12-10-1-6) and a co provide a copy of the contract with the Bureau of Aging and In-H		aging that is funded through an area agency (Must
8 A community mental health center (IC 12-29-2) (Must provide Indiana as a community mental health center.)	a copy of the Divi	sion of Mental Health and Addiction's certificate to operate in
For Law Enforcement Watercraft (only available to these entities purs representative is employed with the entity.)	uant to IC 9-18-3-	-6): (Must provide official identification showing the
9The Indiana State Police Department		
10The Indiana Department of Natural Resources		
11A county police department		
12 A city or town police department		
SECTION 4. AFFIRM	ATION AND SIG	GNATURE
The authorized representative submitting this application swears or affirms un correct, that the entity for which this application is made owns or leases the a		
Signature of Authorized Entity Representative		f Entity Representative Date (<i>mm/dd/yyyy</i>)
Printed Title of Entity Representative		Office Telephone Number of Entity Representative



Payment Information

Pay by:

- \Box Check or money order
- □ Credit Card (MasterCard or Visa)
- \Box Electronic check

I hereby authorize the Indiana Bureau of Motor Vehicles to charge the credit card indicated below:

Type of card: \Box MasterCard \Box Visa

Name of cardholder:		
Account		
Number:		
Expiration		
Date:		

I hereby authorize the Indiana Bureau of Motor Vehicles to charge the checking account indicated below:

Routing Number							Account Number																		