

OUT-OF-STATE DEALER PURCHASE

Required Documents

- Title Complete Notice
OR
- A letter from Douglas County
OR
- Dealer Packet including:
 - All original documents provided by the dealership
 - Title or Manufacturer Statement of Origin (MSO)
 - Bill of sale or invoice that includes the breakdown of the purchase price
 - Loan documents (if vehicle is being financed) that include:
 - Borrower's name and address
 - Lienholder's name and address
 - Year, make, and VIN of vehicle
 - Loan amount
 - Loan date
 - Borrower's signature
 - Letter of remittance if any sales taxes were paid to another state
 - DO NOT SEPARATE THE DEALER PACKET
- If there is more than one owner, a completed DR 2395: Joint Tenancy with Rights of Survivorship is required: [CLICK HERE FOR ALL FORMS](#)
- If the vehicle is titled in any state other than Colorado, a completed DR 2698 Verification of Vehicle Identification Number is required and must be completed by one of the following: [CLICK HERE FOR ALL FORMS](#) (This requirement does not apply to new vehicles if sold with MSO)
 - Colorado licensed dealer
 - Colorado Law Enforcement
 - Colorado emissions testing centers
 - It is recommended to call ahead for pricing and availability
- Current proof of insurance for the new vehicle
- Must obtain a passing Enhanced Emissions Test for Gas Vehicles 6 years and older and Diesel Vehicles 3 years and older for the following:
 - Passenger Vehicles, Buses, Light trucks, Recreational trucks, GVW trucks, GVW tractors, Motor homes
 - For emissions testing locations for Gas Vehicles 6 years and older visit: aircarecolorado.com
 - For emissions testing locations for Diesel Vehicles 3 years and older visit: dmv.colorado.gov/diesel-vehicles
- Certified weight slips are required for:

- Cargo vans, and motorhomes weighing between 4501 lbs. to 10,000 lbs.
- All trailers over 1,900 lbs. except trailer coaches measuring 26 ft. or longer not including the hitch
- Any truck weighing between 4,501 lbs. to 10,000 lbs. that has been modified over 300 lbs., or if weight cannot be verified by the state system.
- Can be obtained at any location with a certified scale (rock/landscaping yards, truck stops, etc.). It's recommended to call ahead for pricing and availability.
- An owner must present Secure and Verifiable Photo Identification (SVID) as outlined on form DR 2841: [CLICK HERE FOR ALL FORMS](#)
- Once all paperwork is collected and complete, skip the wait time and [click here to schedule an appointment at a Douglas County Motor Vehicle office location](#)
 - Walk-in service is available Monday – Friday, 8:00 am to 4:30 pm

PLEASE NOTE: The vehicle owner must be present and provide SVID, VIN or plate number, and a form of payment. Cash, card, check, and money orders are accepted (card payments may incur additional fees).