



NEW PURCHASE- CASH SALE- OUT-OF-STATE DEALER

Be prepared before you visit us:

You should receive a packet of paperwork from the out-of-state dealer, either in-person or via certified mail. The entire packet needs to be kept together and brought to your motor vehicle office. The packet may include some of the items listed below.

Step One: Decide if this option is right for your transaction.

- You are a current resident of Adams County.
- You must be listed as an owner of the vehicle.

Step Two: What do you need?

- Secure and Verifiable Identification (SVID)** This identification must be provided by the owner of record. For an example of acceptable SVID, visit www.adcogov.org/motor-vehicle
- Proof of current insurance that complies with Colorado insurance requirements.**
 - \$25,000 legal liability for bodily injury or death to any one person in any one accident
 - \$50,000 legal liability coverage for bodily injury or death to all persons in any one accident
 - \$15,000 property damage
- DR 2698 Verification of Vehicle Identification Number (also known as a VIN Verification) (if applicable)**
- Weight slip (if applicable) will be required on all motor homes and trucks with an empty weight of more than 4500 pounds and have been altered by 300lbs; and trailers of more than 2000 pounds.
- Proof of Emissions Test (if applicable) - see www.aircarecolorado.com for requirements and testing locations.
- Most Current Title to the vehicle, properly assigned (Copies not acceptable).** Vehicles from non-titling states or foreign countries should contact our office at 720-523-6010 for title and registration requirements.
- Dealer invoice showing all financial data regarding the sale of the vehicle.**
- Proof of Sales Taxes paid (if applicable)**
 - **Any unpaid taxes will be owed at the time of titling.**
- DR 2395 Application for Title**
- DR 2421** Statement of One in the Same (listing all variations of your name) (if applicable)
- Plate Number, if you wish to transfer plates and/or credit from another vehicle (there must be at least one owner in common for both vehicles).
- Cash, Check, Credit Card, or Debit card (\$0.75 +2.25% additional fee for credit and debit card transactions)**
 - You may have a check for sales taxes, made out to the County, attached to your packet.

Note: A late fee of \$25.00 per month up to \$100.00 is applied on vehicles registered 61 days after the date of purchase.



Additional Information

Any Air Care Colorado station can complete the Verification of Vehicle Identification Number form (DR2698) and the gas emissions test can. Visit www.aircarecolorado.com for a list of locations near you.

Diesel Emission Testing stations and requirements can be found at <https://www.colorado.gov/pacific/dmv/diesel-vehicles>

If your vehicle does not require an emissions test, you can pull to the side of the emissions station and request a VIN Verification only. Adams County can also complete a VIN Verification for you (the cost is \$15.00)

Adams County Motor Vehicle Locations

***For Adams County Motor Vehicle office hours, closures, and shutdowns visit:
www.adcogov.org/motor-vehicle or call 720.523.6010.***

Brighton (Main Office)

Adams County Government Center
4430 S. Adams County Pkwy., Suite E2001
Brighton, CO 80601
Ph: 720.523.6010
Fx: 720.523.6011

North Pecos

12200 Pecos St.
Westminster, CO 80234
Fx: 303.453.8528

Aurora

3449 Chambers Rd
Aurora, CO 80011
Fx: 720.374.0588

Westminster

8452 Federal Blvd.
Westminster, CO 80031
Fx: 303.428.2294

Bennett

355 S. First Street
Bennett, CO 80102
Fx: 720.523.7651
Closed daily 12-1 p.m.

Commerce City

7190 Colorado Blvd., Suite 100
Commerce City, CO 80022
Fx: 720.322.1616