

Title Procedure When Buying a Vehicle (edit for your state; details below are for Michigan)

1. Check the VIN number on the vehicle to ensure it matches the one on the title.
- 2 Check the seller's driver's license to ensure it matches the owner's name on the title.
- 3 If there is a secured party below the owner's name, the release must be signed and dated, or a signed and dated letter of release from the secured party must be attached.
- 4 If any errors are made when filling in the information, the title may be void. Be very careful to fill in everything accurately.
- 5 Have the seller fill in the purchaser's name: _____
- 6 Have the seller fill in the purchaser's address: _____
- 7 Have the seller fill in the mileage.
- 8 Have the seller sign the title.
- 9 All owners must sign the title. (It can be one owner if the title says "OR," but it must be everyone if the title says "AND" for owners.)
- 10 Have the seller print their name and address.

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