

Moving
PennDOT
Forward

Driver and Vehicle Services Update



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This bulletin may be downloaded by visiting the Driver and Vehicle Services website at www.dmv.state.pa.us

BULLETIN NO. 14-10

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Notarization Requirements Clarification

This bulletin is a clarification of when notarization is required for assignments on certificates of title or salvage certificates and the purchaser is **immediately** applying for a Pennsylvania certificate of salvage or non-repairable certificate. This bulletin replaces the 13-11 edition you received in December 2013. The information has been placed into a matrix format for easier reference.

TYPE OF PROOF OF OWNERSHIP	APPLICANT		
	Individual / Non-Salvage Dealer / Scrap Processor	Salvage Dealer	Insurance Company
PA Certificate of Title	<ul style="list-style-type: none"> Notarization IS required. Assignment must contain purchaser information, signature and hand-printed name of purchaser(s) and seller(s), the odometer reading and notarization. 	<ul style="list-style-type: none"> Notarization is NOT required. Assignment must contain purchaser information, signature and hand-printed name of purchaser(s) and seller(s), the odometer reading. 	<ul style="list-style-type: none"> Notarization is NOT required. Assignment must contain purchaser information, signature and hand-printed name of purchaser(s) and seller(s), the odometer reading.
PA Salvage Certificate	<ul style="list-style-type: none"> Notarization is NOT required. Assignment must contain purchaser information, signature and hand-printed name of purchaser(s) and seller(s), the odometer reading. 	<ul style="list-style-type: none"> Notarization is NOT required. Assignment must contain purchaser information, signature and hand-printed name of purchaser(s) and seller(s), the odometer reading. 	<ul style="list-style-type: none"> Notarization is NOT required. Assignment must contain purchaser information, signature and hand-printed name of purchaser(s) and seller(s), the odometer reading.
Out-of-State Certificate of Title	<ul style="list-style-type: none"> Notarization: <ul style="list-style-type: none"> ✓ If the proof of ownership document indicates notarization is needed, notarization is required. ✓ If the proof of ownership document does not indicate notarization is needed, and the assignment occurred in that state, notarization is not required. ✓ If the proof of ownership document does not indicate notarization is needed, and the assignment occurred in Pennsylvania, notarization is required. Assignment must contain purchaser information, signature and hand-printed name of purchaser(s) and seller(s), the odometer reading and notarization. 	<ul style="list-style-type: none"> Notarization: <ul style="list-style-type: none"> ✓ If the proof of ownership document indicates notarization is needed, notarization is required. ✓ If the proof of ownership document does not indicate notarization is needed, and the assignment occurred in that state, notarization is not required. ✓ If the proof of ownership document does not indicate notarization is needed, and the assignment occurred in Pennsylvania, notarization is required. Assignment must contain purchaser information, signature and hand-printed name of purchaser(s) and seller(s), the odometer reading and notarization. 	<ul style="list-style-type: none"> Notarization: <ul style="list-style-type: none"> ✓ If the proof of ownership document indicates notarization is needed, notarization is required. ✓ If the proof of ownership document does not indicate notarization is needed, and the assignment occurred in that state, notarization is not required. ✓ If the proof of ownership document does not indicate notarization is needed, and the assignment occurred in Pennsylvania, notarization is required. Assignment must contain purchaser information, signature and hand-printed name of purchaser(s) and seller(s), the odometer reading and notarization.
Out-of-State Salvage Certificate	<ul style="list-style-type: none"> Notarization is NOT required. Assignment must contain purchaser information, signature and hand-printed name of purchaser(s) and seller(s), the odometer reading. 	<ul style="list-style-type: none"> Notarization is NOT required. Assignment must contain purchaser information, signature and hand-printed name of purchaser(s) and seller(s), the odometer reading. 	<ul style="list-style-type: none"> Notarization is NOT required. Assignment must contain purchaser information, signature and hand-printed name of purchaser(s) and seller(s), the odometer reading.

AGENTS ARE REQUIRED TO ENSURE ALL THEIR EMPLOYEES RECEIVE PENNDOT'S DRIVER AND VEHICLE SERVICES UPDATE BULLETINS