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# Driver and Vehicle Services Update

Bureau of Motor Vehicles – Research and Support Operations Section  
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This bulletin may be downloaded by visiting the Driver and Vehicle Services website at [www.dmv.pa.gov](http://www.dmv.pa.gov)

Tom Wolf, Governor

Leslie S. Richards, Secretary

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## General Information

### NOTARIZATION REQUIREMENTS

This is a reminder 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 Pennsylvania Non-Repairable Certificate.

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"> <li>Notarization <b>IS</b> required.</li> <li>Assignment must contain purchaser information, signature and printed name of purchaser(s) and seller(s), the odometer reading and notarization.</li> </ul>	<ul style="list-style-type: none"> <li>Notarization is <b>NOT</b> required.</li> <li>Assignment must contain purchaser information, signature and printed name of purchaser(s) and seller(s) and the odometer reading.</li> </ul>	<ul style="list-style-type: none"> <li>Notarization is <b>NOT</b> required.</li> <li>Assignment must contain purchaser information, signature and printed name of purchaser(s) and seller(s) and the odometer reading.</li> </ul>
PA Salvage Certificate	<ul style="list-style-type: none"> <li>Notarization is <b>NOT</b> required.</li> <li>Assignment must contain purchaser information, signature and printed name of purchaser(s) and seller(s) and the odometer reading.</li> </ul>	<ul style="list-style-type: none"> <li>Notarization is <b>NOT</b> required.</li> <li>Assignment must contain purchaser information, signature and printed name of purchaser(s) and seller(s) and the odometer reading.</li> </ul>	<ul style="list-style-type: none"> <li>Notarization is <b>NOT</b> required.</li> <li>Assignment must contain purchaser information, signature and printed name of purchaser(s) and seller(s) and the odometer reading.</li> </ul>
Out-of-State Certificate of Title	<ul style="list-style-type: none"> <li>Notarization:               <ul style="list-style-type: none"> <li>✓ If the proof of ownership document indicates notarization is needed, notarization is required.</li> <li>✓ If the proof of ownership document does not indicate notarization is needed, and the assignment occurred in that state, notarization is not required.</li> <li>✓ If the proof of ownership document does not indicate notarization is needed, and the assignment occurred in Pennsylvania, notarization is required.</li> </ul> </li> <li>Assignment must contain purchaser information, signature and printed name of purchaser(s) and seller(s), the odometer reading and notarization.</li> </ul>	<ul style="list-style-type: none"> <li>Notarization:               <ul style="list-style-type: none"> <li>✓ If the proof of ownership document indicates notarization is needed, notarization is required.</li> <li>✓ If the proof of ownership document does not indicate notarization is needed, and the assignment occurred in that state, notarization is not required.</li> <li>✓ If the proof of ownership document does not indicate notarization is needed, and the assignment occurred in Pennsylvania, notarization is required.</li> </ul> </li> <li>Assignment must contain purchaser information, signature and printed name of purchaser(s) and seller(s), the odometer reading and notarization.</li> </ul>	<ul style="list-style-type: none"> <li>Notarization:               <ul style="list-style-type: none"> <li>✓ If the proof of ownership document indicates notarization is needed, notarization is required.</li> <li>✓ If the proof of ownership document does not indicate notarization is needed, and the assignment occurred in that state, notarization is not required.</li> <li>✓ If the proof of ownership document does not indicate notarization is needed, and the assignment occurred in Pennsylvania, notarization is required.</li> </ul> </li> <li>Assignment must contain purchaser information, signature and printed name of purchaser(s) and seller(s), the odometer reading and notarization.</li> </ul>
Out-of-State Salvage Certificate	<ul style="list-style-type: none"> <li>Notarization is <b>NOT</b> required.</li> <li>Assignment must contain purchaser information, signature and printed name of purchaser(s) and seller(s) and the odometer reading.</li> </ul>	<ul style="list-style-type: none"> <li>Notarization is <b>NOT</b> required.</li> <li>Assignment must contain purchaser information, signature and printed name of purchaser(s) and seller(s) and the odometer reading.</li> </ul>	<ul style="list-style-type: none"> <li>Notarization is <b>NOT</b> required.</li> <li>Assignment must contain purchaser information, signature and printed name of purchaser(s) and seller(s) and the odometer reading.</li> </ul>

**PLEASE NOTE:** Verification in Lieu of Notarization is acceptable for any motor vehicle application that requires notarization. For more information, please refer to the "Verification in Lieu of Notarization Fact Sheet" located on our website at [www.dmv.pa.gov](http://www.dmv.pa.gov).

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