



Vehicle Registration Checklist

Vehicle registration is by appointment. Please call the office to schedule appointment whether you will be here in person, or we will do over the phone. All your questions can be answered at this time, or please call at any time with questions. Our numbers are (605) 332-3711 or (800) 477-2664 and our fax is (605) 332-3715.

There is a fee for the vehicle registration service.

For recently purchased vehicles and vehicles you have owned less than 6 months:

Certificate of Origin (for brand new vehicles) or title if used.

Lender name, address, loan number, and fax number for lender if vehicle is financed and dealership titled and paid the sales tax to state you purchased vehicle in.

South Dakota Verification of Tax Assessment by Out of State Dealer form completed by Dealership that collected Sales Tax and paid to any state other than South Dakota.

Purchase Agreement

Odometer Disclosure

One set Vehicle Registration forms for each vehicle from Dakota Post website.

Payment for Minnehaha County Treasurer is always a Cashiers Check or Money Order. The Minnehaha County Treasurer will never accept a personal check for any transaction.

For vehicles you have owned more than 6 months:

Title, or lender name, address, loan number, and fax number of lender.

One set Vehicle Registration forms for each vehicle from Dakota Post website.

Payment for Minnehaha County Treasurer is always a Cashiers Check or Money Order. The Minnehaha County Treasurer will never accept a personal check for any transaction.

For all motor homes, travel trailers, 5th wheels, and any kind of trailers you will need documentation of the UNLOADED VEHICLE WEIGHT, as this is what we will use to get license fees.

For Boats, ATV's and UTV's and Leases, please call for forms.

State of South Dakota Application for Motor Vehicle Title & Registration

I. This application is for (Check Only One) Brand (Check if applicable)		II. <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%;">County Use Only</td> <td style="width: 15%;">Title Co. No.</td> <td style="width: 15%;">Reg. Co. No.</td> <td colspan="2" style="width: 55%;">SD Title No.</td> </tr> <tr> <td>RMI</td> <td>Ton</td> <td>Reg. Date</td> <td colspan="2">SD License No. Pri. Sec</td> </tr> </table>				County Use Only	Title Co. No.	Reg. Co. No.	SD Title No.		RMI	Ton	Reg. Date	SD License No. Pri. Sec	
County Use Only	Title Co. No.	Reg. Co. No.	SD Title No.												
RMI	Ton	Reg. Date	SD License No. Pri. Sec												
Transfer - New or Out of State <input type="checkbox"/> X-Junking Certificate <input type="checkbox"/>															
Interstate <input type="checkbox"/> Abandoned <input type="checkbox"/> S-Salvage-Total Loss <input type="checkbox"/>															
Repossession <input type="checkbox"/> Operation by Law <input type="checkbox"/> B-Rebuilt <input type="checkbox"/>															

III. 1-4 Owner's/Lessor's Name (Last, First, Middle); Description of type of ownership (ind. or, DBA, WROS, Guardianship, lessee, lessor, etc.); Identification number (SD Dr. Lic. or SS No.)

1.	Owner/Lessor & Lessee	Type of Ownership	SD Driver's License No. or Social Security No.
2.	Owner/Lessor & Lessee	Type of Ownership	SD Driver's License No. or Social Security No.
3.	Owner/Lessor & Lessee	Type of Ownership	SD Driver's License No. or Social Security No.
4.	Owner/Lessor & Lessee	Type of Ownership	SD Driver's License No. or Social Security No.

ADDRESS	3916 N Potsdam Ave, PMB		Sioux Falls, SD		57104
	<small>Owner/Lessor Address</small>		<small>City</small>	<small>State</small>	<small>Zip Code</small>
	<small>Lessee Address</small>		<small>City</small>	<small>State</small>	<small>Zip Code</small>

IV. Primary VIN or Serial Number:

Make	Model	Body Type	Veh. Code	Year	Weight/CC	Color	Fuel	Previous State/Title Brand
------	-------	-----------	-----------	------	-----------	-------	------	----------------------------

Secondary VIN or Serial Number: Year: Make:

Odometer (Complete for vehicles 9 years old or newer):

Odometer Indicator (Check one): Actual Mileage Exceeds Odometer's Mechanical Limits Not Actual Mileage

Dealer Price Certification: I hereby certify that the purchase price and trade-in allowance in Item V of the application is correct and that all accessories and added equipment have been reported.

Dealer Name and Number	Signature of Dealer or Dealer's Agent	Dealer Sold Permit
------------------------	---------------------------------------	--------------------

Vehicle Trade-In

Year	Make	Serial Number	SD Title Number
------	------	---------------	-----------------

V. Motor Vehicle Purchaser's Certificate

1. Purchase Price (See Reverse Side) Bill of Sale Not Available <input type="checkbox"/> Computer NADA'ED <input type="checkbox"/> \$	Note: A guide published by the automobile industry will be used to check values.
2. Less Trade-In Allowance \$	Purchased From Name
3. Difference \$	Mailing Address
4. Tax 3% of Line 3, Manufactured Homes 4% \$	Important: Original title will be mailed to the owner unless otherwise indicated. Check One: <input type="checkbox"/> Mail to Lienholder <input type="checkbox"/> Mail to Owner
5. Credit for Tax Paid to Another State \$	1st Lien holder
6. Title Fee and Penalty Fee \$	Mailing Address
7. License Fee \$	City/State/Zip Code
8. Solid Waste Fee \$	2nd Lien holder
9. County Wheel Tax (if applicable) \$	Mailing Address
10. Other Fees \$	City/State/Zip Code
11. Balance Due \$	Note any additional liens in section IX on reverse side

PENALTY: Any person failing to pay the full amount of excise tax is subject to a Class 1 misdemeanor.

Tax Exempt (if claiming exemption, list exemption # from Section VI on back of form.) Mailing Address

Rental Vehicle/SD Sales Tax City/State/Zip Code

Title Only (NOTE: If applying for a "Title Only" in signing this application, you are attesting that the vehicle will not be used upon the streets and highways of this state or any state.)

The applicant, under penalties of law and as rightful owner of the vehicle described on this application, declares that the information set forth on this application is true and correct.

If the vehicle is co-owned, all owners must sign. If the vehicle is company owned, the company name and title of authorized agent signing the application must be noted. **PENALTY:** Any person who intentionally falsifies information on this application is guilty of a Class 6 felony.

Signature	Date
Signature	Date

MV-610 Revised 07/10	South Dakota Salvage, Recovered Theft, and Uniform Damage Disclosure Statement South Dakota Department of Revenue Division of Motor Vehicles 445 E. Capitol Avenue Pierre, SD 57501-3185 605-773-3541
----------------------------	---

Instructions

Salvage Title: State law requires that if an insurer, in settlement of a total loss insurance claim, or self-insurer acquires ownership of a vehicle determined a total loss, the insurer shall within 30 days of acquisition of the title, surrender it and apply for a salvage title. If the owner retains possession of the vehicle, the owner shall prior to sale or transfer of the title obtain a salvage title. Failure to do so is a Class 1 misdemeanor. Salvage titles are required on motor vehicles less than 7 years old and vehicles that weigh less than 16,000 GVWR.

Damage Disclosure: State law requires that upon the sale, transfer or trade in of a motor vehicle or large boat, the person who sells, transfers or trades the vehicle or large boat, must provide a completed Damage Disclosure Statement to the person to whom the vehicle or large boat is transferred. If a motor vehicle or large boat, which is titled in another jurisdiction, is to be titled in South Dakota, the person who registers the vehicle or large boat (importer) must also complete a Damage Disclosure Statement. Any person who, when required to do so, fails to complete or falsifies this disclosure is guilty of a Class 1 misdemeanor. Disclosure statements are required if the vehicle or large boat that is being transferred is less than 7 years old and the vehicle weighs less than 16,000 GVWR.

Recovered Theft: SD Salvage titled vehicle has been recovered and determined not to be salvage -- must complete damage information.

Vehicle/Boat Information

Year	Make	Model	VINor Hull#
Title State		Title #	

Salvage Information

Any vehicle that an insurer or self insurer determines a total loss due to theft or damage caused by fire, vandalism, collision, weather, submersion in water or flood.

Vehicle was determined to be a total loss while I owned it? yes (If checked, Damage Information not required)

Recovered Theft

Recovered SD Salvage titled vehicle has been recovered and determined not to be salvage yes (if checked, Damage Information must be completed)

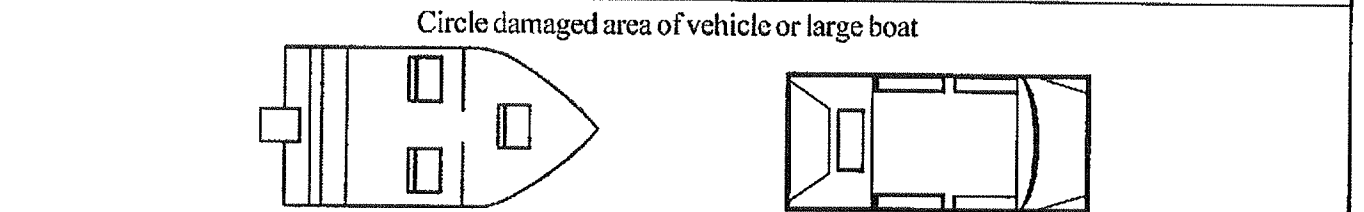
Damage Information

Cost includes parts, labor, paint and framework performed in order to return the vehicle or large boat to its predamaged condition.

1. Vehicle/large boat sustained damage in excess of \$5,000.00 in any single occurrence while I have owned it.	Yes <input type="checkbox"/>	No <input type="checkbox"/>
2. At the time I acquired this vehicle/large boat, it had unrepaired damage in excess of \$5,000.00	Yes <input type="checkbox"/>	No <input type="checkbox"/>

If you checked "Yes" to either of these questions, then check below all cause(s) of vehicle/large boat damage that apply.

Theft <input type="checkbox"/>	Collision <input type="checkbox"/>	Fire <input type="checkbox"/>	Vandalism <input type="checkbox"/>	Weather <input type="checkbox"/>	Submersion in Water <input type="checkbox"/>
Other Damages (Please List) <input type="checkbox"/>					



Disclosure and Signature

I/we, as the seller/importer, declare and affirm under the penalties of perjury that this information has been examined by me, and to the best of my knowledge and belief, is in all things true and correct.

PRINTED NAME OF SELLER/IMPORTER	
SIGNATURE OF SELLER/IMPORTER	DATE OF SALE

APPLICANT'S TAX PAYMENT VERIFICATION

This form must accompany South Dakota's application for title to qualify for credit against South Dakota's motor vehicle excise tax for a like or similar tax paid to another state on the purchase of a vehicle. The out-of-state title being surrendered must be in the same name as the applicant. The applicant receives credit for the percentage of tax paid that is equal to or greater than the tax owed to this state.

I, _____, of
3916 N Potsdam Ave, PMB Sioux Falls, SD 57104

hereby attest that I have paid (type of tax: sales, excise, etc.) _____
tax in the amount of \$_____ to the state of _____
on or about (date/year) _____.

This statement is made with the knowledge that it is a Class 5 felony to make a false statement and that in doing so I am subject to the penalty of South Dakota law.

_____, 20____
Applicant's Signature Date

MV/2007

MV-2003
Revised
10/2012

South Dakota Verification of Tax Assessment By Out-of-State Dealer

South Dakota Department of Revenue
Division of Motor Vehicles
445 E. Capitol Avenue | Pierre, SD 57501-3185 | 605-773-3541 | Fax 605-773-2550

Instructions

This form is to be filled out by the dealer who sells the motor vehicle. Please mail or fax this form to the above address/fax number. For further questions, please call 605-773-3541.

Dealer Information

Person Completing Form

Name of Dealership

Street Address

City, State, Zip Code



Telephone Number

Fax Number

Vehicle Description

Year

Make

Serial/Vin Number

Title Number

Tax Information

Sale Date

Selling Price

Type of Tax Assessed (sales, excise, etc...)

Assessed Tax Amount

Tax Remitted To (state)

Purchaser Information

Name of Purchaser

Street Address

County



City, State, Zip Code



Dealer Signature

I hereby certify that the purchaser listed above has been assessed tax on the purchase of the above referenced vehicle and that the tax has been remitted to the state indicated.

SIGNATURE of Person Completing Form

DATE



GENERAL AUTHORIZATION FORM

That the undersigned _____

do hereby appoint DakotaPost for the purposes listed below:

___ To apply for a certificate of title for the described vehicles(s)/boat(s) in the name of the undersigned.

___ To renew the vehicle(s)/boat(s) in the name of the undersigned.

___ To transfer a title for the described vehicle(s)/boat(s) in the name of the undersigned.

___ To apply for a duplicate title (through the Register of Deeds).

This appointment shall be valid unless revoked by the undersigned in writing.

NOTICE TO PERSON EXECUTING THIS DOCUMENT: THIS IS AN IMPORTANT LEGAL DOCUMENT. THE SIGNING OF THIS DOCUMENT HAS LEGAL RAMIFICATIONS. DAKOTAPOST DOES NOT PROVIDE ANY LEGAL, TAX OR ACCOUNTING ADVICE OR ADVICE REGARDING THE SUITABILITY OF THE USE OF OUR SERVICES.

Signature

Date

DakotaPost Registration Fees:

1 Vehicle – 53.00

2 Vehicles – 84.80

3 Vehicles – 106.00

***All fees include tax**

4 Vehicles – 132.50

5 Vehicles – 159.00

6 Vehicles – 185.50

7 Vehicles – 212.00

MV-008 Revised 02/04	Power of Attorney South Dakota Department of Revenue Division of Motor Vehicles 445 E. Capitol Avenue Pierre, SD 57501-3185 605-773-3541
----------------------------	--

Application Instructions
 Only to be used to designate power of attorney to make application for or to assign a Certificate of Title.

LET IT BE KNOWN
 That the undersigned:

of the city of _____, South Dakota, does (do) hereby appoint the following true and lawful attorney(s) for the purpose listed below:

Name of Person(s) Appointed	Street Address / City / State / Zip Code

Attorney Powers
 The appointed attorney(s) may exercise the following designated powers. (Check all that apply)

GROUP 1 - TO BE USED ONLY IF MORE THAN ONE PERSON IS NAMED ABOVE.

- Jointly (both people named must sign)
- Severally (either person named can sign)

GROUP 2 - ONE OR MORE SELECTIONS MUST BE MADE.

- To apply for a Certificate of Title for the described vehicle/boat in the name of the undersigned.
- To assign all right, title and interest in the described vehicle/boat on behalf of the undersigned.

Vehicle/Boat Description Vehicle Boat

DESCRIBED VEHICLE

Year	Make	Model	VIN#	Title #

DESCRIBED BOAT

Year	Make	Type	Hull ID #	Title #

Disclosure, Signature and Notary Public Section

The undersigned does further authorize said attorney(s) to include in any application for title and/or the assignment, such statements and warranties as to mortgages, liens and encumbrances upon the above described motor vehicle/boat as they, or either of them, may believe to be true in fact. The undersigned does hereby ratify and confirm each and every act which said attorneys or either of them may do pursuant to the power herein granted.

IN WITNESS WHEREOF the undersigned has executed this instrument on this _____ day of _____, 20_____.

SIGNATURE _____ SIGNATURE _____

PRINTED NAME _____ PRINTED NAME _____

SWORN TO AND WITNESSED BY ME THIS _____ DAY OF _____ 20_____

NOTARY PUBLIC SIGNATURE _____

MY COMMISSION EXPIRES THE _____ DAY OF _____ 20_____

