

CHECKLIST FOR A SUCCESSFUL VISIT TO MOTOR VEHICLE

NOTE: This is a GENERAL LIST ONLY!

Depending on your specific situation, additional information **MAY** be required.

Call the Town Offices if you have any doubt about what you will need.

Phone: 207-247-6166

If you are a Waterboro Resident, New registrations, as well as Re-registrations, can be done at Waterboro Town Hall *without* having to go to the Department of Motor Vehicles.

Use this checklist to ensure a successful visit. ***CALL to verify whether your particular transaction will have any additional requirements.*** It will save you time and frustration when you are prepared with *ALL* of the necessary documentation *the first time around!*

What do I need to bring?

To register a vehicle you must have:

A BILL OF SALE *including ALL of the following information:*

Name of BUYER (Ex: "sold to *Joe Smith*")

The VIN # (Vehicle Identification Number

Year of Vehicle

Model & Make

Color of Vehicle

Optional Equipment

Current Mileage

Insurance Card

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With a NEW registration you will *also* need:

IF from a Dealer:

Dealer Bill of Sale

The Dealer's Certificate (*Window Sticker*)

Application for Title

IF from another individual (private) sale:

Vehicle Title **signed by current owner**

Bill of Sale **signed by current owner**