

## ? Frequently Asked Questions

### What should I do with a vehicle registered for commercial operation?

If the vehicle is licensed in Idaho and has commercial plates, the registration changes depend on the status of the business. For more information, contact the Idaho Transportation Department's Division of Motor Vehicles at 1-208-334-8611.

### What if I cannot find the title?

- If money borrowed to purchase the vehicle is still owed to a lender, it may be holding the title. Contact the lender to determine if this is true.
- If not, apply for a duplicate title. If your name and your spouse's name is on the title connected by an "OR," apply for a duplicate title at your local county Assessor's DMV office. Request your spouse's name be removed from the title.
- If your names are connected by an "AND" or the title is in your spouse's name only, contact your county Assessor's DMV office for instructions.

### What information should I have when I contact the local DMV office?

Be prepared to answer the following questions:

- When did the deceased pass away?
- Did the deceased leave a will?
- Has the estate been probated or will it be probated?
- If the estate has been probated, who was appointed as personal representative, executor or administrator?

Bring to your county Assessor's DMV office:

- The title for each vehicle.
- The registration document for each vehicle.
- A certified copy of the probate court document if the estate has been probated and you have been appointed the personnel representative, administrator or executor.

### What should I do with the deceased person's driver's license or ID card?

It is not necessary to return the driver's license or identification card of a deceased person to the DMV. The Idaho Transportation Department is notified when a death certificate is recorded with the Bureau of Idaho Vital Records and Health Statistics.

### When giving away or selling a vehicle, always complete a release of liability form

- Within five days after delivering the vehicle to its new owner, complete a release of liability form. This will protect you from liability if the new owner is involved in an accident, receives parking tickets or abandons the vehicle before he or she has transferred the title.
- The form is available at your county Assessor's DMV office or at [itd.idaho.gov/dmv](http://itd.idaho.gov/dmv) and scroll down and select Forms and Publications.

### If there is no surviving spouse, who can transfer the titles to the estate?

- If the estate was probated, the personal representative, executor or administrator may transfer the title.
- If the estate was not and will not be probated, the priority heir may claim ownership and then transfer the title.
- The documents required to transfer vehicle titles will vary according to circumstances. The priority heir will likely need to sign an affidavit that is available at the county Assessor's DMV office.

 [itd.idaho.gov/dmv](http://itd.idaho.gov/dmv)



Your Safety • Your Mobility  
Your Economic Opportunity

## Contact Us!

### Idaho Transportation Department

Division of Motor Vehicles

Phone: 1-208-334-8663

Website: [itd.idaho.gov/dmv](http://itd.idaho.gov/dmv)

### Correspondence

Idaho Transportation Department

Attn: Titles

P.O. Box 7129

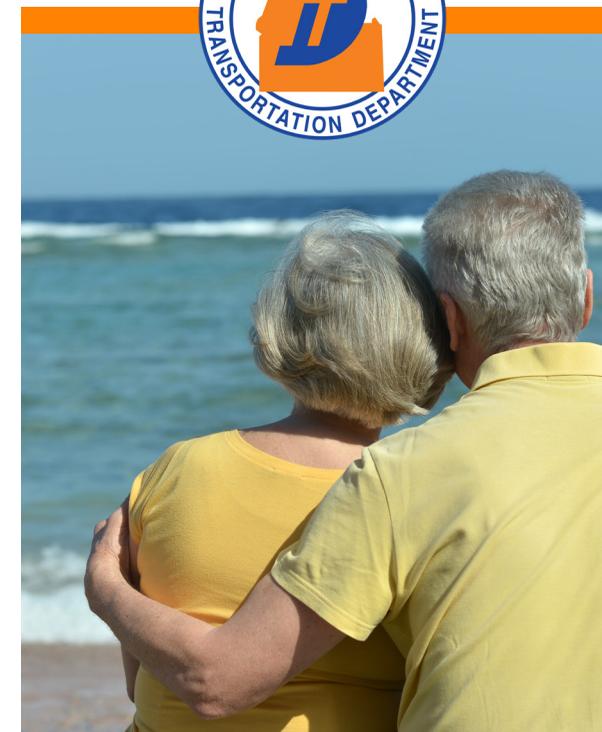
Boise, ID 83707-1129

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*Persons that require a reasonable accommodation based on language or disability should contact ITD Civil Rights Office at [civilrights@itd.idaho.gov](mailto:civilrights@itd.idaho.gov). Requests should be made as early as possible to ensure the state has an opportunity to address the accommodation.*

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# Surviving Spouse



[itd.idaho.gov/dmv](http://itd.idaho.gov/dmv)

**Have you recently lost a spouse or a loved one?**

*Titles and registration guide for surviving spouses and family members.*



What if I keep the vehicle?

If my spouse passed away and I want to **KEEP THE VEHICLE**



What if I sell the vehicle?

If my spouse passed away and I want to **SELL THE VEHICLE**



### What should I do with the title?

- If the title has your spouse's name it needs to be removed.
- If the title has your spouse's name and your name connected by an "OR," sign the title on the seller's signature line and write your full legal name and address in the purchaser's section of the title.
- Then take the title to your county Assessor's DMV office. It will prepare a title application to sign. A \$14 fee is required to issue a new title in your name.
- If your name and spouse's name are on the title and connected by an "AND," contact your local office for instructions.
- If your name does not appear on the title, you should transfer the title into your name. Contact your county Assessor's DMV office for instructions.

### What should I do with the registration?

- A vehicle registration should be issued in the same name or names as the vehicle title. Once you have completed your title application, your county Assessor's DMV office can issue a corrected registration.
- If your spouse's vehicle was registered under a special eligibility plate program, or has been issued a disability plate or placard, the vehicle registration is no longer valid and a new one must be issued.
- If the vehicle has the following license plates, they must be replaced: Disability Plate or Placard, Amateur Radio, Disabled Veteran, Former Prisoner of War, Congressional Medal of Honor, Purple Heart, National Guard, Pearl Harbor Survivor, Military Reservist, Veteran or Legislative.

### How do I transfer the title?

- If you want to give away or sell a vehicle and you are listed on the title along with your spouse with an "OR" separating your name, it is easy to transfer the title.
- If you are selling the vehicle to an unrelated person, complete the seller's section of the title, sign on the seller's signature line and enter the new owner's full legal name and purchase price in the purchaser's section. Give the new owner the title and bill of sale after you have received payment.
- If you are giving the vehicle away or selling it to a parent, child, brother, sister, grandparent or grandchild, instead of preparing a bill of sale, you and the new owners should complete a "Sales Tax Exemption Certificate – Transfer Affidavit." Completing this form will exempt the new

owner from paying sales tax. This form is available at your county DMV Assessor's office or at [tax.idaho.gov](http://tax.idaho.gov) (click the "forms button" and then the "sales tax exemption forms" link).

### What should I do with the license plates if I do not keep the vehicle?

- Always remove the license plates when you give away or sell your vehicle. The license plates are your personal property. The person who is receiving the vehicle can use the bill of sale as a 72-hour permit (excluding weekends and holidays) until getting a new registration and license plates.
- If the vehicle is a motorbike, ATV or UTV with black and white restricted use plates, leave them on the vehicle for the new owner



1-208-334-8736



[itd.idaho.gov/dmv](http://itd.idaho.gov/dmv)