



Duplicate Idaho Title Application

Idaho Transportation Department

Warning: This form will NOT be processed unless the applicant's signature has been NOTARIZED. Only the owner or lienholder of record or their agent may apply for a duplicate title.

- To ensure proper processing of your application, use the step-by-step instructions on page 2.
- Use this form to apply for an **exact copy** of a lost or destroyed certificate of title.
- This form **cannot** be used to transfer ownership to a new buyer or transferee. To transfer ownership use form ITD 3369.

Section 1	Vehicle/Vessel Information – Required				
	Vehicle/Hull Identification Number.			Title Number (if known)	
	Year	Make	Model		
Section 2	Title Owner Information - Required				
	Owner #1 – Full Legal Name (First, Middle, Last) or Business Name			Idaho Driver's License Number or SSN/EIN if Business	
				<input type="checkbox"/> Or <input type="checkbox"/> And <input type="checkbox"/> LSR <input type="checkbox"/> DBA	
	Owner #2 – Full Legal Name (First, Middle, Last) or Business Name			Idaho Driver's License Number or SSN/EIN if Business	
				<input type="checkbox"/> Or <input type="checkbox"/> And <input type="checkbox"/> LSR <input type="checkbox"/> DBA	
	Owner #3 – Full Legal Name (First, Middle, Last) or Business Name			Idaho Driver's License Number or SSN/EIN if Business	
Owner's Physical Address		City	State	Zip + 4	
Mailing Address if Different from Physical Address		City	State	Zip + 4	
Section 3	Lienholder on Record (If Applicable)				
	Primary Lienholder Name	Mailing Address	City	State	Zip + 4
	Secondary Lienholder Name	Mailing Address	City	State	Zip + 4
Section 4	Mail Title to Different Address				
	Complete only if the duplicate title is to be mailed to an address other than the address shown above for owner or lienholder.			Address	
	C/O Name		City	State	Zip + 4
Section 5 Fees Paid	Do Not Send Cash – Make Payment by check or credit card. Go to dmv.idaho.gov for your county's admin fee.			CREDIT CARD (Payments subject to service fees)	
	<input type="checkbox"/> Title Fee \$14.00 <input type="checkbox"/> County Title Admin Fee \$____ <input type="checkbox"/> Rush Fee (Optional) – Additional \$ 26.00 \$____ Total Fees \$____			Credit Card Number	
				Print Name as shown on front of card	
				Expiration Date	Security Code
Section 6	Owner's or Lienholder of Record's Signature With Notary – Required				
	I hereby make application for duplicate title for the vehicle/vessel described above. The original title has been lost unless otherwise indicated. <input type="checkbox"/> Illegible <input type="checkbox"/> Mutilated (Please attach the old title if either of the above are checked). I certify under penalty of law that all statements contained in this application are true and correct. I realize that I cannot use this form to sell this vehicle/vessel. I hereby authorize the new title to be issued in the name(s) shown in Section 2. The signature below is my true and legal signature. X			Subscribed and sworn before me this ____ day of _____ year _____ _____	
				SEAL or STAMP	
	Daytime Phone Number			X Notary Public's or Idaho Transportation Department Agent's Signature	



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This application is for a **duplicate title only**. Any ownership or lienholder changes to lost or damaged titles must instead use form 3371 (Affadavit of Lost Title).

Instructions for Signatures:

- If an agent signs this form for **any** applicant's signature, The original or a verified copy of the document appointing the agent (e.g., power of attorney) must be attached. The power of attorney must be signed by the grantor with the grantor's signature notarized.
- If two owners of record were shown on the original title, either may sign if their names were connected by "OR", but both must sign if their names were connected by "AND".
- If the lienholder of record is applying, enter the business name with an authorized party's signature and job title.
- **The applicant's signature must be either notarized or witnessed by an assessor or deputy assessor, or it will not be processed.**
- A signature from the lienholder in Section 6 **does not** release their lien.

Instructions for Filling Out the Form:

- **Section 1 - Vehicle/Vessel Information:** Enter the complete vehicle or hull description. Also include model year, make, model, and description.
- **Section 2 – Owner Information:** List the owner(s) shown on the current title. If any name has changed since the original title was issued, e.g., by marriage, include a signed “One and the Same Statement” (Form ITD 3125 may be used for this purpose). Enter the Idaho driver's license number or social security number for each person listed as “owner”, or list the Employer Identification Number (EIN) if the owner is a business or other entity. If there are two owners, check the “OR” or “AND” box. (“OR” will allow either owner to sign the application; “AND” requires both owners to sign. For “Owner’s Permanent Physical Address”, list the owner’s fixed, permanent, principal home address.
- **Section 3 – Lienholder Information:** List any lien present on the current title. Do not list a lien in this section if it has been satisfied or released. If a lien is listed here, the title will be sent to this lienholder at the address listed unless that lienholder has signed Section 6 and designated another recipient in Section 4.
- **Section 4 – Mail to Different Address:** If the duplicate title is to be mailed to a party other than the owner or lienholder, list the address in this section. Note: if there is a lienholder shown in Section 3, that lienholder must sign the form in Section 6 in order for the title to be mailed to any address shown in Section 4.
- **Section 5 – Fees Paid:** If paying by credit card, please note that charges are subject to service fees. Do not send cash. If you wish to pay by cash, please visit a county assessor’s motor vehicle office to apply for duplicate title.
- **Section 6 – Owner’s or Lienholder of Record’s Signature with Notary:** See instructions for signatures above. It is presumed that your title has been lost unless the “illegible” or “mutilated” box has been checked, in which case attach the illegible or mutilated title.
- **Note:** Sections 1, 2, and 6 are required to be filled out completely and correctly.

You may mail or bring this application to your local county assessor’s motor vehicle office for processing (scan QR code below for addresses). If you send via mail, make your check payable to “DMV.”

Idaho Title Fee - \$14.00	Include a \$14.00 Idaho title fee with this completed application.
County Fee	Go to dmv.idaho.gov for your county's admin fee.
RUSH Fee - \$26.00	For "RUSH" service, add \$26.00.

Faxed copies are not acceptable.

You may check the status of your title by visiting accessidaho.org/itd/driver/title/index



County	Address Line 1	Address Line 2	City, State, Zip
ADA	DMV PROCESSING CENTER	PO BOX 140019	GARDEN CITY ID 83714
ADAMS	MOTOR VEHICLE SECTION	PO BOX 46	COUNCIL ID 83612-0046
BANNOCK	MOTOR VEHICLE SECTION	PO BOX 4969	POCATELLO ID 83205-4969
BEAR LAKE	MOTOR VEHICLE SECTION	PO BOX 190	PARIS ID 83261-0190
BENEWAH	COUNTY COURTHOUSE	701 W COLLEGE AVE	SAINT MARIES ID 83861-1852
BINGHAM	MOTOR VEHICLE SECTION	501 N MAPLE ST STE 305	BLACKFOOT ID 83221-1777
BLAINE	MOTOR VEHICLE SECTION	219 S 1ST AVE # 103	HAILEY ID 83333-8768
BOISE	DMV OFFICE	PO BOX 189	IDAHO CITY ID 83631
BONNER	MOTOR VEHICLE SECTION	300 BONNER MALL WAY STE 24	PONDERAY ID 83852
BONNEVILLE	MOTOR VEHICLE SECTION	605 N CAPITAL AVE	IDAHO FALLS ID 83402-3582
BOUNDARY	MOTOR VEHICLE SECTION	PO BOX 57	BONNERS FERRY ID 83805-0057
BUTTE	COUNTY COURTHOUSE	PO BOX 157	ARCO ID 83213-0157
CAMAS	MOTOR VEHICLE SECTION	PO BOX 430	FAIRFIELD ID 83327-0430
CANYON	MOTOR VEHICLE SECTION	6107 GRAYE LN STE A	CALDWELL ID 83607
CARIBOU	MOTOR VEHICLE SECTION	159 S MAIN ST	SODA SPRINGS ID 83276-1427
CASSIA	MOTOR VEHICLE SECTION	203 E 15TH	BURLEY ID 83318-1862
CLARK	MOTOR VEHICLE SECTION	PO BOX 7	DUBOIS ID 83423-0007
CLEARWATER	MOTOR VEHICLE SECTION	2200 MICHIGAN AVE	OROFINO ID 83544-9068
CUSTER	MOTOR VEHICLE SECTION	PO BOX 597	CHALLIS ID 83226-0597
ELMORE	MOTOR VEHICLE SECTION	150 S 4TH E STE 2	MOUNTAIN HOME ID 83647-3000
FRANKLIN	MOTOR VEHICLE SECTION	51 W ONEIDA	PRESTON ID 83263-1232
FREMONT	MOTOR VEHICLE SECTION	151 W 1 N STE 2	SAINT ANTHONY ID 83445-1409
GEM	MOTOR VEHICLE SECTION	412 E 1ST ST	EMMETT ID 83617
GOODING	MOTOR VEHICLE SECTION	145 7TH AVE E	GOODING ID 83330-1300
IDAHO	MOTOR VEHICLE SECTION	320 W MAIN ST STE 1	GRANGEVILLE ID 83530-1948
JEFFERSON	MOTOR VEHICLE SECTION	PO BOX 538	RIGBY ID 83442-0538
JEROME	MOTOR VEHICLE SECTION	300 N LINCOLN AVE STE 209	JEROME ID 83338-2344
KOOTENAI	MOTOR VEHICLE SECTION	PO BOX 9000	COEUR D'ALENE ID 83816-9000
LATAH	MOTOR VEHICLE SECTION	200 S ALMON ST STE 101	MOSCOW ID 83843
LEMHI	MOTOR VEHICLE SECTION	206 COURTHOUSE DRIVE	SALMON ID 83467-3900
LEWIS	MOTOR VEHICLE SECTION	510 OAK STREET RM #3	NEZPERCE ID 83543-0337
LINCOLN	MOTOR VEHICLE SECTION	111 W B ST STE A	SHOSHONE ID 83352-5364
MADISON	MOTOR VEHICLE SECTION	134 E MAIN ST	REXBURG ID 83440-1922
MINIDOKA	MOTOR VEHICLE SECTION	PO BOX 368	RUPERT ID 83350-0474
NEZ PERCE	COUNTY COURTHOUSE	PO BOX 896	LEWISTON ID 83501-0896
ONEIDA	MOTOR VEHICLE SECTION	10 COURT ST	MALAD ID 83252-1200
OWHYEE	MOTOR VEHICLE SECTION	PO BOX 1012	MARSING ID 83639
PAYETTE	MOTOR VEHICLE SECTION	205 N 12TH	PAYETTE ID 83661-2400
POWER	MOTOR VEHICLE SECTION	543 BANNOCK AVE	AMERICAN FALLS ID 83211-1200
SHOSHONE	MOTOR VEHICLE DEPARTMENT	700 BANK ST STE 45	WALLACE ID 83873-2348
TETON	COUNTY COURTHOUSE	150 COURTHOUSE DR # 212	DRIGGS ID 83422
TWIN FALLS	MOTOR VEHICLE SECTION	PO BOX 248	TWIN FALLS ID 83303-0248
WASHINGTON	MOTOR VEHICLE SECTION	485 E 3RD ST	WEISER ID 83672

V If you return this form and your payment to your county DMV, make payment to DMV and mail to the corresponding address listed above.