

**\$3.50 Fee****Notice of Release of Liability**  
Idaho Transportation Department**\$3.50 Fee**ITD 3858 (Rev 10/23)  
Supply #01-968310-1  
dmv.idaho.gov

**WAIT! GO ONLINE!** Instead of completing this form, submit your Notice of Release of Liability online at [DMVonline.ITD.Idaho.gov](http://DMVonline.ITD.Idaho.gov), and your notice will be processed immediately!

**Do Not Mail Cash (See instructions under Titled Owner)****Titled Owner**

Upon sale or transfer, you must sign the title over to the purchaser. According to Section 49-526, Idaho Code, you may also do the following within five (5) days of delivery to the purchaser:

- Fill out the top of this form;
- Attach a check or money order for THREE DOLLARS and FIFTY CENTS (\$3.50) made payable to the DMV.
- Mail or return this form and payment to your local county assessor motor vehicle department. **See addresses on back.**

If you are a lienholder, and the title is being sent directly to a dealer or purchaser, you may complete this form on behalf of the registered owner.

**Instructions**

1. This form is for registered owner transfers only. Do not submit when only recording, releasing, or changing lienholders.
2. Enter the vehicle description.
3. Print the full legal name(s) of the seller(s), and the sellers Driver's License number or SSN.
4. Print the physical address of the seller(s).
5. Enter the odometer reading at the time of sale.
6. Enter the selling price.
7. Enter the date you delivered the described vehicle.
8. Enter the purchaser(s)' full legal name(s), Driver's License number, and physical address.
9. Sign your name and add the date you signed in the appropriate space.
10. If you are signing for a business, print your title, the business name, and the businesses EIN.

**This form may be used to provide the information required for a Release of Liability, which may protect you from liability for death or injury, property damage, motor vehicle infractions, towing, storage, repair or service charges involving the vehicle that may occur after delivery of the vehicle to the purchaser.**

**Please print the following information clearly.**

Vehicle Identification Number (VIN)	Year	Make	Body Style	Title Number	Tag Number (ITD Use Only)
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Seller's Full Legal Name			Purchaser's Full Legal Name		
Driver's License Number or SSN			Driver's License Number		
Physical Address			Physical Address		
City	State	Zip	City	State	Zip
Odometer Reading	Selling Price \$		Date Vehicle Delivered to Purchaser(s)		

**\*Note: Remove your vehicle license plates upon sale or transfer! You may transfer the plates through a DMV office to another vehicle you own.**

I hereby request that the Idaho Transportation Department mark its motor vehicle records to indicate that I have transferred the vehicle described above under the provisions of Section 49-526, Idaho Code, which addresses vehicle transfers. However, I understand that the motor vehicle record will remain in my name until a new Idaho Certificate of Title is applied for and issued recording the name of the new owner. I also understand that it is unlawful to knowingly file a release of liability which contains false information.

Seller(s) Signature X \_\_\_\_\_

Date \_\_\_\_\_

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
VALLEY	MCCALL DMV	550 DIENHARD LN	MCCALL ID 83638-4801
WASHINGTON	MOTOR VEHICLE SECTION	485 E 3RD ST	WEISER ID 83672

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