

# Apply for a Title or Junk Certificate

Version 1.0 | 01/12/26

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### 1. Introduction

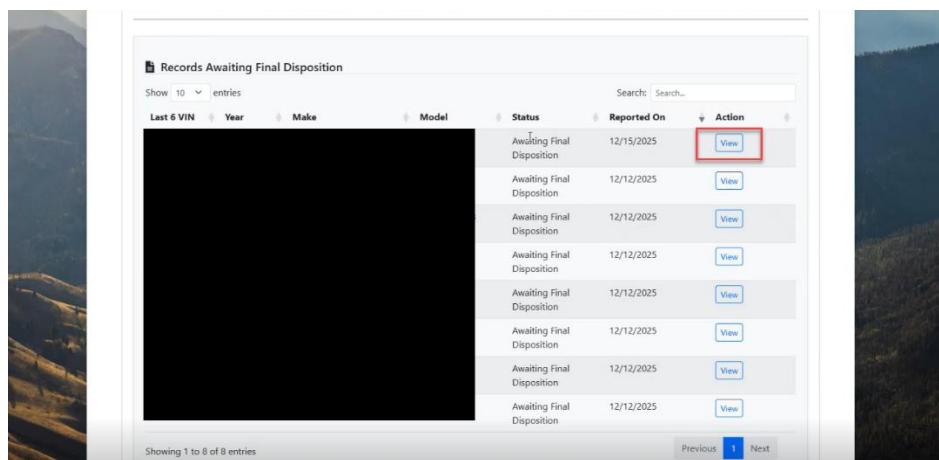
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#### 1.1 Purpose

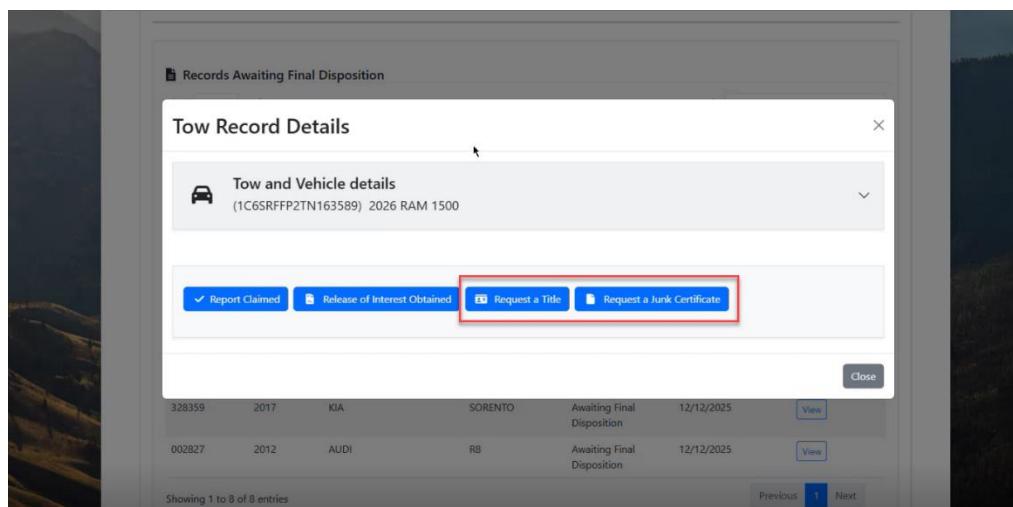
This guide will instruct users on how to apply for a title or junk certificate on the DMV's abandoned vehicle portal.

## 2. Procedure

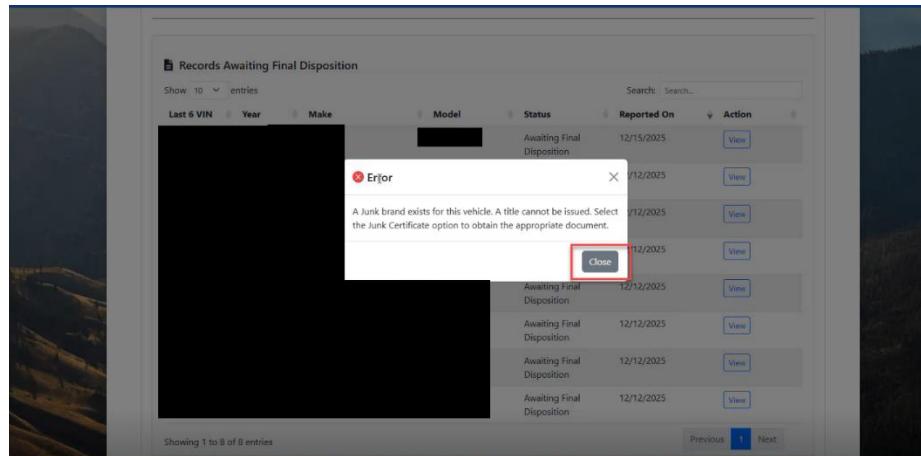
1. Titles or junk certificates can be applied for when a tow has the status “awaiting final disposition.” To begin this process, go into the “Tow Yard” tab and click the “View” option on the applicable tow.



2. You'll be presented with the option to apply for a Junk Certificate or a Title. Click the applicable option.

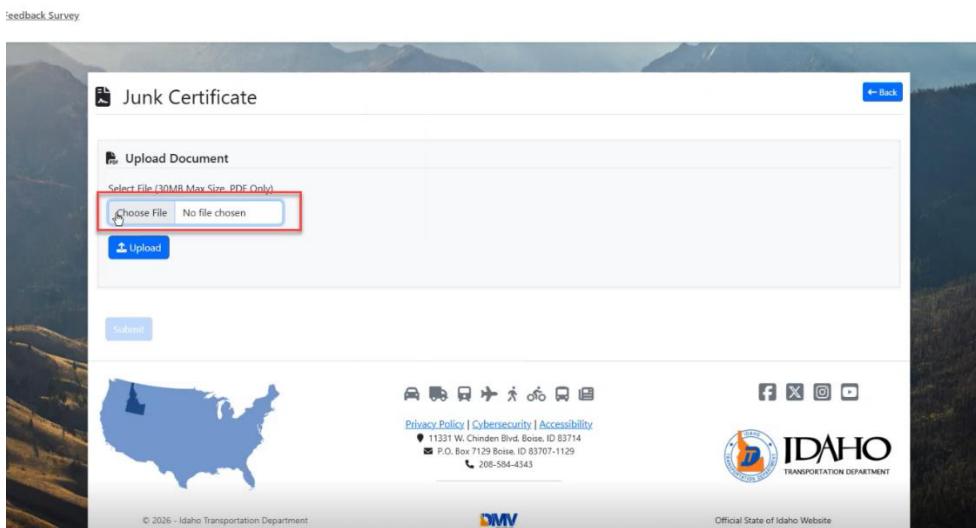


- a. Note: If you apply for a junk certificate, the vehicle cannot be un-junked. If you apply for a title and a junk brand is already on the record you will receive an error. If you apply for a title and it has been reported as salvage you will receive a salvage certificate.

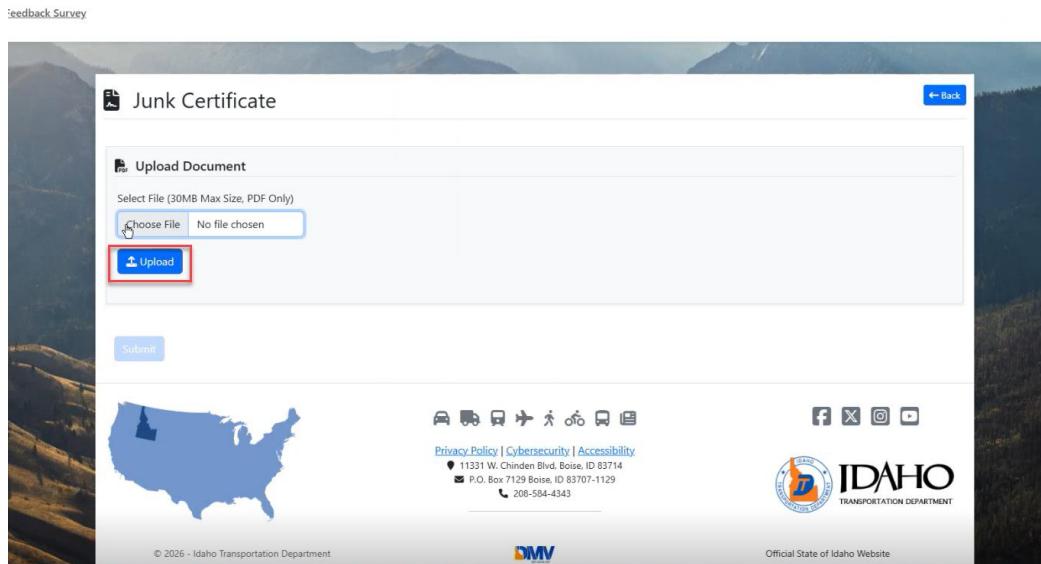


## 2.1 Junk Certificate

1. Click on "Choose File."
  - a. Here you will need to upload proof of how you came into possession of the vehicle.  
Authorization to Tow for Law Enforcement Directed  
Release Form from Property Owner for Noncommercial Private Property  
Signed Posted Property Agreement for Commercial Posted Property



2. Once the file has loaded, click "Upload."



Junk Certificate

Upload Document

Select File (30MB Max Size, PDF Only)

Choose File No file chosen

Upload

Submit

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208-584-4343

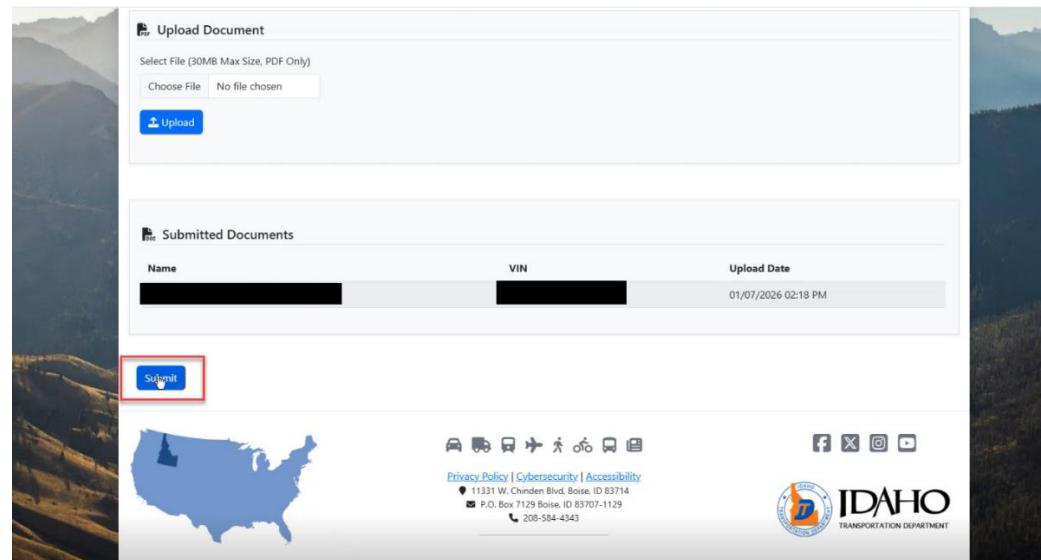
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DMV

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3. The Junk Certificate will appear in "Submitted Documents." Select "Submit."



Upload Document

Select File (30MB Max Size, PDF Only)

Choose File No file chosen

Upload

Submitted Documents

Name	VIN	Upload Date
redacted	redacted	01/07/2026 02:18 PM

Submit

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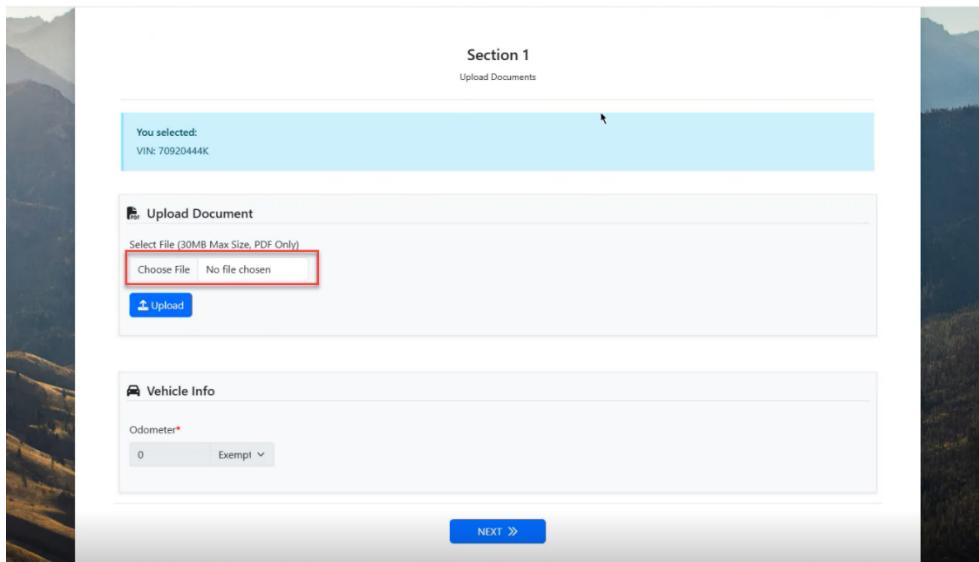
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4. Your submitted documents will be reviewed by the department. If the appropriate documentation is submitted and the junk certificate is approved. You can access the junk certificate in the portal
5. Navigate to the Document Center
6. Download and print the Junk Certificate

## 2.2 Title

1. Click on "Choose File."
  - a. Here you will need to upload proof of how you came into possession of the vehicle.  
Authorization to Tow for Law Enforcement Directed  
Release Form from Property Owner for Noncommercial Private Property  
Signed Posted Property Agreement for Commercial Posted Property



You selected:  
VIN: 70920444K

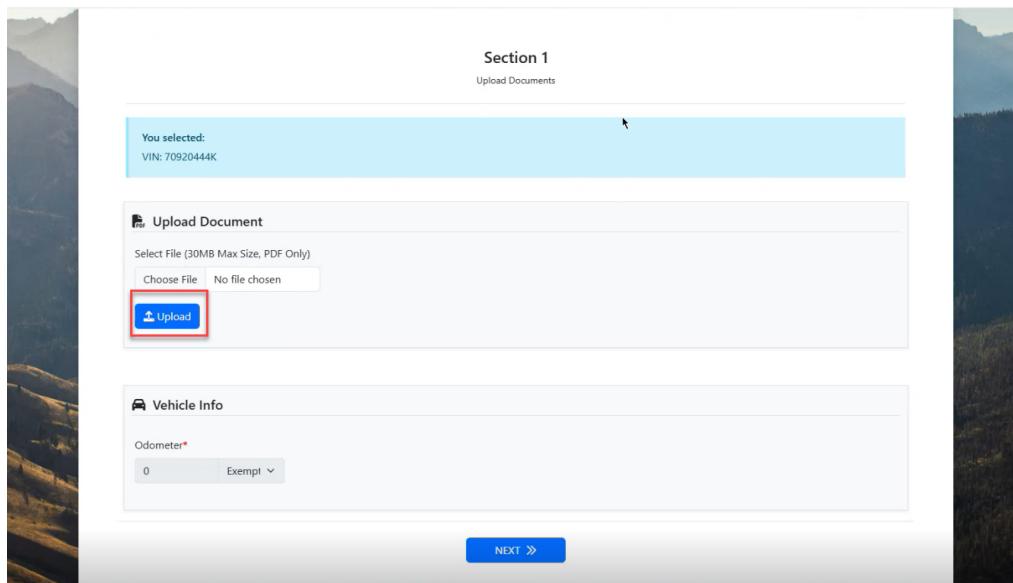
**Section 1**  
Upload Documents

**Upload Document**  
Select File (30MB Max Size, PDF Only)  
Choose File No file chosen

**Vehicle Info**  
Odometer\*  
0 Exempt

**NEXT >>**

2. Once the file has loaded, click "Upload."



You selected:  
VIN: 70920444K

**Section 1**  
Upload Documents

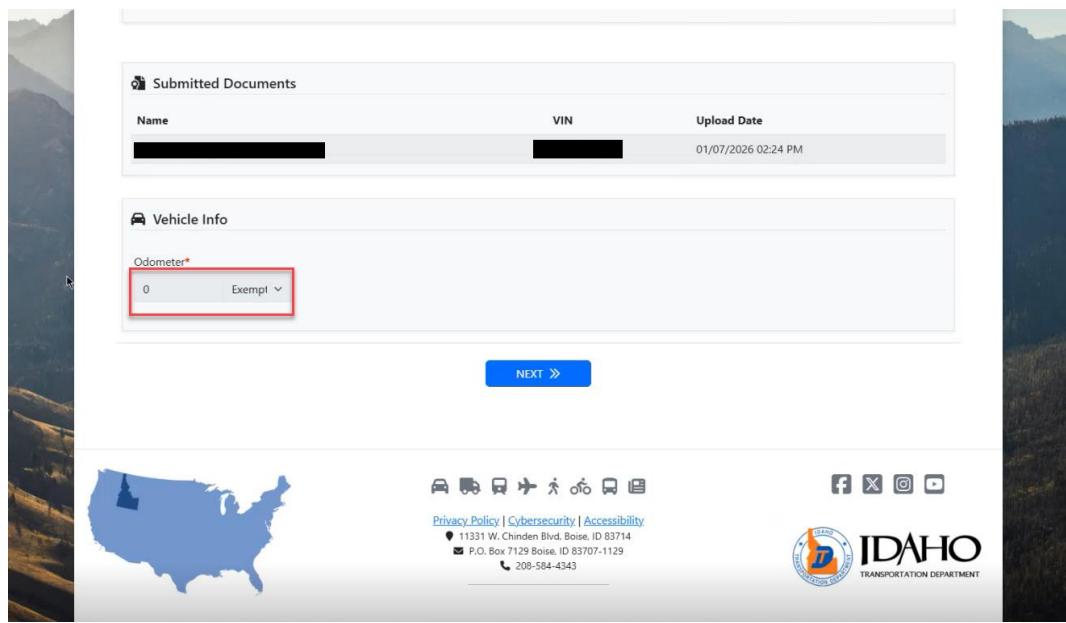
**Upload Document**  
Select File (30MB Max Size, PDF Only)  
Choose File No file chosen

**Vehicle Info**  
Odometer\*  
0 Exempt

**Upload**

**NEXT >>**

3. Enter the vehicle's odometer number. This field isn't required if the vehicle is exempt.
  - a. If you don't have access to the odometer, enter it as 1 Actual.



**Submitted Documents**

Name	VIN	Upload Date
[REDACTED]	[REDACTED]	01/07/2026 02:24 PM

**Vehicle Info**

Odometer\*  Exempt ▾

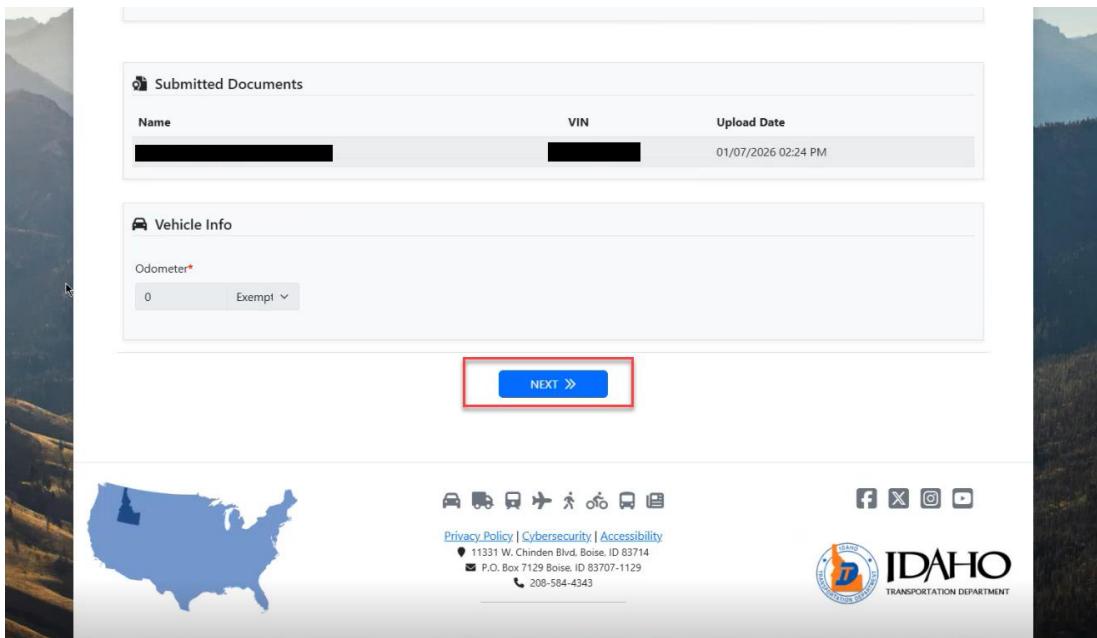
**NEXT >**



  
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4. Select "Next."



**Submitted Documents**

Name	VIN	Upload Date
[REDACTED]	[REDACTED]	01/07/2026 02:24 PM

**Vehicle Info**

Odometer\*  Exempt ▾

**NEXT >**



  
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5. Once you have completed the title application, you will be redirected to pay for the record.

- a. Note: Most payment related issues occur when the zip code entered in the Tyler payment website doesn't match what the bank or credit card company has on file. If you encounter issues on the payment website please contact [support@tyleridaho.com](mailto:support@tyleridaho.com).
6. Once you have paid for the title, your documents will be reviewed by the department, and if approved, the title will be printed and mailed to your tow company.