Duplicate Salvage Certificate Application

Idaho Transportation Department

ITD 3313 (Rev. 11/26)
itd.idaho.gov

This form must be notarized. Only the owner or lienholder of record or their agent may apply for a duplicate certificate.

- **See Instructions on Page 2.**
- A salvage vehicle may not be registered until a title has been applied for, and a title may not be applied for until the vehicle is in operating condition and meets the equipment requirements of Title 49, Chapter 9, Idaho Code.
- Per Idaho Code Section 49-504, this form cannot be used to transfer ownership to a new buyer or transferee.
- Take the completed form to any county vehicle licensing office **or** mail it with the applicable fee to:

Idaho Transportation Department
PO Box 34
Boise, ID 83731

Vehicle / Vessel Description	Vehicle or Hull Identification Number	Year	Make	Body Type	Model
	Vehicle is ☐ Total Loss ☐ Unrecovered Theft				

Applicant Information

Owner #1- Full Legal Name or Business Name (Last, First, Middle) ☐ Or ☐ And ☐ LSR ☐ DBA		Idaho Driver's License Number or SSN / EIN if Business
Owner #2 - Full Legal Name or Business Name (Last, First, Middle) ☐ Or ☐ And ☐ LSE ☐ DBA		Idaho Driver's License Number or SSN / EIN if Business
Owner #3- Full Legal Name or Business Name (Last, First, Middle)		Idaho Driver's License Number or SSN / EIN if Business
Physical Address of Owner's Current Legal Residence or Business		

Mailing Address if Different than Physical Address	City	State	Zip + 4

Lienholder of Record Company Name	Address	City	State	Zip

Insurance Company Name	Date Total Loss or Salvage Declared

Information to Show on Duplicate Certificate

Owner #1- Full Legal Name or Business Name(Last, First, Middle) ☐ Or ☐ And ☐ LSR ☐ DBA		Idaho Driver's License Number or SSN / EIN if Business
Owner #2 - Full Legal Name or Business Name (Last, First, Middle) ☐ Or ☐ And ☐ LSE ☐ DBA		Idaho Driver's License Number or SSN / EIN if Business
Owner #3- Full Legal Name or Business Name (Last, First, Middle)		Idaho Driver's License Number or SSN / EIN if Business
Physical Address of Owner's Current Legal Residence or Business		

Mailing Address if Different than Physical Address	City	State	Zip + 4

Include Fee Below	**Do Not Send Cash - Credit card purchases are subject to an ITD service fee.**			
Duplicate Salvage Certificate Fee **$14.00**	Check One ☐ VISA ☐ MasterCard	Card Number	Expiration Date	Security Code

Owner's 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. ☐ Illegible ☐ 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, or in Section 3 if changes are required. The signature below is my true and legal signature.

X _____

X _____
Daytime Phone Number (Include Area Code)

Subscribed and sworn before me this

_____ day of _____ year _____

SEAL
or
STAMP

Notary Public's or Idaho Transportation Department Agent's Signature

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Instructions

For signatures, remember:

- If an agent signs this form for **any** applicant's signature, either the original document appointing the agent (e.g., power of attorney) or a copy verified to be a true copy of the original must be attached. The power of attorney must include a complete vehicle/vessel description and be signed by the grantor with the grantor's signature notarized or witnessed by an agent of the Idaho Transportation Department.
- If multiple owners of record were shown on the original certificate, any one may sign if the names are connected by "OR", but all must sign if the names are connected by "AND".
- **The applicant's signature must be either notarized or witnessed by an assessor or deputy assessor, or it will not be processed.**
- All sections of the form are required to be filled out completely and correctly.
- Enter the complete vehicle or hull description. Include model year, make, model, and description.
- List the current owner of record. If there are multiple owners, check the "OR" or "AND", whichever appeared on the original salvage certificate, and list the additional owners. If an individual is "doing business as" a company name, check DBA.
- If the duplicate certificate is to be mailed to a party other than the owner or lienholder, list the address in this section.
- Completing this section accurately will ensure **your salvage certificate** and our records are correct. List the **full legal names** of **all** owners to be shown on the new duplicate salvage certificate.
- Check "OR" or "AND", if there are two or more owners. If an individual is "doing business as" a company name, check "DBA".
- Provide Idaho Drivers License numbers or Idaho ID Card numbers, or SSN for owners 1 and 2.
- List the primary owner's current physical address, and mailing address if different.
- If "AND" is checked, any owner that did not appear on the original title must sign here. A name can only be added or removed if an owner on the original title has signed Section 7.
- It is presumed that your certificate has been lost. If it has not been lost, but is illegible or mutilated, check the appropriate box and attach the old certificate.

Mail this completed application and the proper fees, as indicated below, to the address on Page 1, or bring it to your local county assessor's motor vehicle office.

Duplicate Salvage Certificate Fee - $14.00

Failure to complete any of the above requirements will result in the application being returned.

Faxed copies are not acceptable.

If you have questions, please contact the Idaho Transportation Department, Salvage Unit at (208) 334-4427 or (208) 334-4479, Monday through Friday from 8:30 a.m. to 5:00 p.m. Mountain time.