

# Municipal Office Bulletin: Changes to Maine BMV's Title Application Process

### Changes to form MVT-2

BMV has made the following changes to form MVT-2 in anticipation of launching the Electronic Lien Titling Program (ELT):

#### New carbon copies

The owner, lienholder, and dealer carbon copies are no longer color coded on form MVT-2. Instead, each page is printed on white carbon paper with bold, red ink indicating to whom you should distribute each copy. Please note that customers will start using white owner's copy instead of a blue one to register recently purchased vehicles.

#### New blocks

BMV has added blocks 21a and 24a to form MVT-2 to collect a Lienholder Identification Number. Customers and municipal staff may leave this block blank, unless they have paperwork from a lender indicating a Lienholder Identification Number.

Please see the next page for a preview of the new MVT-2.

#### When to start using the new form

If you have not already started using the new version of form MVT-2, please begin doing so in January 2024. You can order the new version of the form by completing the Form Request Sheet (MVT-44).

### Title and registration software

If you use software to print title or registration applications, BMV has informed your vendor about these changes. Please contact them if you have questions about software updates.

For more information:

Forward the original Motor Vehicle copy plus supporting documents to the Bureau of Motor Vehicles

PLEASE TYPESET OR PRINT LEGIBLY. DISTRIBUTE COPIES AS INDICATED IF PRINTING USE BALL POINT PEN OR HARD SURFACE AND BEAR DOWN HARD.

SECRETARY OF STATE BUREAU OF MOTOR VEHICLES DIVISION OF TITLE SERVICES 29 STATE HOUSE STATION AUGUSTA, MAINE 04333-0029 207-624-9000 EXT. 52138

TTY users call Maine relay 711



#### APPLICATION FOR CERTIFICATE OF TITLE (MVT-2)

Check if rush is requested - (Additional \$10.00 fee required)

#### THIS IS NOT A CERTIFICATE OF TITLE

CTA BH Sample

INSTRUCTIONS: Typewrite or print legibly on hard surface. Distribute copies as indicated at bottom of form. If vehicle is new, attach a manufacturer's certificate of origin to original copy; for used vehicle, attach last previous certificate of title.

CHECKS SHOULD BE MADE PAYABLE TO "SECRETARY OF STATE".

FEE \$33.00

OWNER	1. Name(s): La	ast, First, Middle Initial	(conjunctive "or"	not permitted)				2. Date(s) of birth	MM/DD/YYYY	3. Telephone
INFORMATION						Joint ownersh	nip $\square$	a		MSRP INSTRUCTIONS
	b. 4. Mailing add	ress-No. & Street (if P.0	O. Box, # 6. must	be completed)			5. MSRP	b.		
If more than one owner, common	City State Zip Code							Recorded on Monro Recorded on prior t	MSRP equals the total vehicle price minus the destination charge on new vehicles requiring the Monroney label. If the vehicle is used, list the MSRP	
ownership will be assumed unless joint ownership	Legal residence, if other than mailing address						│ Not required  MSRP Amount			
box checked.	7. If a leased vehicle, name and address of lessee									if recorded on previous Maine title. DO NOT
	8. Year 9. Make 10. Model 11. Vehicle id				identification	entification number			12. Body	attach Monroney label to application.
									type	label to application.
VEHICLE INFORMATION	13. New Used IRebuilt I	14. Purchase date Mo./Day/Year	15. Titl	e number		16. State of origin		17. Other data BMV USE		SENT TO SECRETARY OF STATE
	DO N	ometer reading  OT ESTIMATE - NO TI		MI.     #	lot actual - o	ige mechanical limits odometer discrepancy		20. If not actual Odomete Odomete MUST FILE	r broken	DATE
LIEN INFORMATION	21. First lien ho	older's name if vehicle	financed		21a. Lie	n holder ID#	K	22. Date of lien	MM/DD/YYYY	MUNICIPAL AGENT VALIDATION
Title will be	23. Address-N	o. & Street	1	City		State	,/	Zip Code		
mailed to the first lien holder.										
otherwise it will	24. Second lie	n holder's name			24a. Lie	n holder ID#	25. Date of lien MM/DD/YYYY			
be mailed to the vehicle owner. If lien holder ID# is										Lienholder ID#
listed, title will be sent electronically.	26. Address-No	o. & Street		City		State		Zip Code		FEE PD. \$
	27. Name and	address of seller						ate #, if a Maine	DП	BMV USE:
SELLER INFORMATION							lic	ensed dealer	uc □ Mc □	DO NOT WRITE IN THIS SPACE
		signed hereby certifies sest of my knowledge, i			old to the ov	vner(s) named and further	certifies that	the information sho	wn is true and	R
SIGNATURE OF SELLER IF A DEALER		,		300 CO						
	Signature of de	ealer's representative				Officia	al title		Date	
SIGNATURE(S) OF OWNER(S)	Signature of dealer's representative Official title Date  30. The undersigned hereby certify that all liens against the vehicle described are listed above and that information contained herein is true and correct to the best of my / our knowledge and belief. If representing a company, I further certify that I have been authorized by the company to sign on their behalf.									
Authorized person may sign for a company										DATE
READ PENALTY BEFORE SIGNING							Date	DATE		
	If owner is a co	ompany, authorized rep	resentative sign	nere.		Officia	al title		Date	
PENALTY	A person who u	uses a false or fictitious	name or address	s, makes a mate		atement, fails to disclose as guilty of a Class D crime	3	_		
	- Journy Interes	oo loodis any oute	ar applic	mon for Gentlic	are or mue is	s guilty of a Oldss D Cliffle			_	Distribution

MOTOR VEHICLE COPY

PLEASE TYPESET OR PRINT LEGIBLY. DISTRIBUTE COPIES AS INDICATED IF PRINTING USE BALL POINT PEN OR HARD SURFACE AND BEAR DOWN HARD.

White carbon copy

SECRETARY OF STATE BUREAU OF MOTOR VEHICLES DIVISION OF TITLE SERVICES 29 STATE HOUSE STATION AUGUSTA, MAINE 04333-0029 207-624-9000 EXT. 52138 TTY users call Maine relay 711



#### APPLICATION FOR CERTIFICATE OF TITLE (MVT-2)

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THIS IS NOT A CERTIFICATE OF TITLE

CTA BH Sample

# OWNER'S COPY <

Distribution Instructions

										mstructions		
OWNER	1. Name(s): Last, First, Middle Initial (conjunctive "or" not permitted)  2. Date(s) of birth MM/DD/YYYY									3. Telephone		
INFORMATION	a Joint ownersh							nip a		MSRP INSTRUCTIONS		
If more than one owner, common ownership will be assumed unless joint ownership box checked.	b.  4. Mailing address-No. & Street (if P.O. Box, # 6. must be completed)  City State Zip Code  6. Legal residence, if other than mailing address  7. If a leased vehicle, name and address of lessee							Recorded on Monro Recorded on prior to equired	MSRP equals the total vehicle price minus the destination charge on new vehicles requiring the Monroney label. If the vehicle is used, list the MSRP if recorded on previous			
	8. Year	9. Make	10. Model	11. Vehicle i	dentification	number	\$		12. Body type	Maine title. DÖ NOT attach Monroney label to application.		
VEHICLE INFORMATION	13. New Used Rebuilt	14. Purchase date Mo./Day/Year	15. Title	number		16. State of origin		17. Other date BMV USE		SENT TO SECRETARY OF STATE		
	18. Current odometer reading   19. Mileage statement					ge nechanical limits dometer discrepancy	20. If not actual ☐ Odometer changed ☐ Odometer broken MUST FILE MVT-32			DATE		
LIEN INFORMATION	21. First lien holder's name if vehicle financed  21a. Lien holder ID#  22. Date of lien MM/DD/YYY						MM/DD/YYYY	MUNICIPAL AGENT VALIDATION				
Title will be mailed to the first lien holder,	23. Address-No. & Street City State Zip Code											
otherwise it will be mailed to the vehicle owner. If lien holder ID# is	24. Second lier	n holder's name		24a. Lier	holder ID# 25. Date of lien MM/DD/YYY			MM/DD/YYYY	Lienholder ID#			
listed, title will be sent electronically.	26. Address-No	o. & Street		City		State		Zip Code		FEE PD. \$		
SELLER INFORMATION	27. Name and address of seller  28. Plate #, if a Maine licensed dealer					D   UC   MC	BMV USE: DO NOT WRITE IN THIS SPACE					
SIGNATURE OF SELLER IF A DEALER	29. The undersigned hereby certifies that the vehicle described was sold to the owner(s) named and further certifies that the information shown is true and correct to the best of my knowledge, information and belief.							R				
	Signature of dealer's representative Official title Date											
SIGNATURE(S) OF OWNER(S)	30. The undersigned hereby certify that all liens against the vehicle described are listed above and that information contained herein is true and correct to the best of my / our knowledge and belief. If representing a company, I further certify that I have been authorized by the company to sign on their behalf.						D L 0					
Authorized person may sign for a company								DATE				
READ PENALTY BEFORE SIGNING	Signature(s) of owner(s) as named in block # 1. All owners must sign. Power(s) of attorney must accompany this form. If under age 18 parent or guardian must also sign.											
	100 To 10	mpany, authorized rep			0.0140	Officia			Date			
PENALTY						tement, fails to disclose a guilty of a Class D crime			Di	stribution		

Distribution Instructions

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White carbon copy

Distribution

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#### APPLICATION FOR CERTIFICATE OF TITLE (MVT-2)

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CTA BH Sample

THIS IS NOT A CERTIFICATE OF TITLE

LIEN HOLDER'S COPY

#### Instructions 1. Name(s): Last, First, Middle Initial (conjunctive "or" not permitted) 2. Date(s) of birth MM/DD/YYYY 3. Telephone OWNER INFORMATION Joint MSRP INSTRUCTIONS ownership 4. Mailing address-No. & Street (if P.O. Box, # 6. must be completed) 5. MSRF MSRP equals the total vehicle price New: Recorded on Monroney Label If more than one State Zip Code minus the destination Used: Recorded on prior title owner, common charge on new vehicles ■ Not required ownership will be requiring the Monroney 6. Legal residence, if other than mailing address assumed unless label. If the vehicle is joint ownership used, list the MSRP MSRP Amount box checked. 7. If a leased vehicle, name and address of lessee if recorded on previous Maine title. DO NOT attach Monroney 9. Make 10. Model 8. Year 11. Vehicle identification number 12. Body type label to application. Purchase date Mo./Day/Year New 15. Title number 16. State 17. Other data BMV USE SENT TO VEHICLE SECRETARY OF STATE Used [ INFORMATION Rebuilt 18. Current odometer reading 19. Mileage stated is 20. If not actual DATE \_\_ ☐ Actual mileage Odometer changed ☐ MI. ☐ In excess of mechanical limits Odometer broken INITIAL \_ ☐ Not actual - odometer discrepancy DO NOT ESTIMATE - NO TENTHS □км MUST FILE MVT-32 21. First lien holder's name if vehicle financed 21a. Lien holder ID# 22. Date of lien MM/DD/YYYY MUNICIPAL AGENT LIEN VALIDATION INFORMATION 23. Address-No. & Street City State Zip Code Title will be mailed to the first lien holder, otherwise it will 24. Second lien holder's name 24a, Lien holder ID# 25. Date of lien MM/DD/YYYY be mailed to the Lienholder ID# vehicle owner. If lien holder ID# is listed, title will 26. Address-No. & Street City State Zip Code be sent FEE PD. \$\_ electronically. BMV USE: 27. Name and address of seller 28. Plate #, if a Maine рΠ DO NOT WRITE SELLER licensed dealer UC [ INFORMATION IN THIS SPACE MC 🗆 29. The undersigned hereby certifies that the vehicle described was sold to the owner(s) named and further certifies that the information shown is true and correct to the best of my knowledge, information and belief. SIGNATURE OF SELLER IF A DEALER 30. The undersigned hereby certify that all liens against the vehicle described are listed above and that information contained herein is true and correct to the SIGNATURE(S) best of my / our knowledge and belief. If representing a company, I further certify that I have been authorized by the company to sign on their behalf. OF OWNER(S) Authorized person may sign for a company DATE Signature(s) of owner(s) as named in block # 1. All owners must sign. Power(s) of attorney Date must accompany this form. If under age 18 parent or guardian must also sign **READ PENALTY**

Distribution Instructions

BEFORE SIGNING

PENALTY

If owner is a company, authorized representative sign here.

A person who uses a false or fictitious name or address, makes a material false statement, fails to disclose a security interest, or conceals any other fact in an application for certificate of title is guilty of a Class D crime.

Official title

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White carbon copy

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**SELLER'S COPY** 

CTA BH Sample

OMBIED.	Name(s): Last, First, Middle Initial (conjunctive "or" not permitted)	2. Date(s) of birth MM/DD/YYYY	3. Telephone
OWNER INFORMATION	a Joint	MSRP INSTRUCTIONS	
	b. ownership 4. Mailing address-No. & Street (if P.O. Box, # 6. must be completed)  15.	<u></u> b.	MSRPINSTRUCTIONS
If more than one owner, common	City State 7in Code	MSRP  New: Recorded on Monroney Label  Used: Recorded on prior title	MSRP equals the total vehicle price minus the destination charge on new vehicles
ownership will be assumed unless joint ownership box checked.	6. Legal residence, if other than mailing address	□ Not required  MSRP Amount	requiring the Monroney label. If the vehicle is used, list the MSRP if recorded on previous
or		š	Maine title. DO NOT attach Monroney
	8. Year 9. Make 10. Model 11. Vehicle identification number	12. Body type	label to application.
VEHICLE INFORMATION	13. New 14. Purchase date Mo/Day/Year 15. Title number 16. State of origin 15. Title number 16. State of origin	17. Other data BMV USE	SENT TO SECRETARY OF STATE
	18. Current odometer reading  19. Mileage stated is  Actual mileage  In excess of mechanical limits	20. If not actual  Odometer changed Odometer broken  MUST FILE MVT-32	DATE
LIEN INFORMATION	DO NOT ESTIMATE - NO TENTHS   KM.   Not actual - odometer discrepancy  21. First lien holder's name if vehicle financed   21a. Lien holder ID#	MUNICIPAL AGENT VALIDATION	
Title will be mailed to the first lien holder,	23. Address-No. & Street City State		
otherwise it will be mailed to the vehicle owner. If lien holder ID# is	24. Second lien holder's name 24a. Lien holder ID#	25. Date of lien MM/DD/YYYY	Lienholder ID#
listed, title will be sent electronically.	26. Address-No. & Street City State	Zip Code	FEE PD. \$
SELLER INFORMATION	27. Name and address of seller	BMV USE: DO NOT WRITE IN THIS SPACE	
SIGNATURE OF SELLER IF A DEALER	29. The undersigned hereby certifies that the vehicle described was sold to the owner(s) named and further cer correct to the best of my knowledge, information and belief.	R	
	Cinables of dealeds assessed in	e Date	
SIGNATURE(S) OF OWNER(S)	Signature of dealer's representative  Official titl 30. The undersigned hereby certify that all liens against the vehicle described are listed above and that information best of my / our knowledge and belief. If representing a company, I further certify that I have been authorized by	D□ L□ O□	
Authorized person may sign for a company			DATE
READ PENALTY BEFORE SIGNING	Signature(s) of owner(s) as named in block # 1. All owners must sign. Power(s) of attorney must accompany this form. If under age 18 parent or guardian must also sign.	Date	
	If owner is a company, authorized representative sign here. Official titl	e Date	
PENALTY	A person who uses a false or fictitious name or address, makes a material false statement, fails to disclose a security interest, or conceals any other fact in an application for certificate of title is guilty of a Class D crime .		

Distribution Instructions