

# 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		ast, First, Middle Initial						2. Date(s) of birth	MM/DD/YYYY	3. Telephone	
INFORMATION					nip 🔲	a		MSRP INSTRUCTIONS			
	b. 4. Mailing addr	ress-No. & Street (if P.0	O. Box, # 6. must	be completed)		- Cimeron	15. MSRP	b.			
If more than one owner, common	City		State		☐ New: Recorded on Monroney Label☐ Used: Recorded on prior title☐ Not required			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	6. Legal reside	ence, if other than maili	ng address								
box checked.	7. If a leased vehicle, name and address of lessee							Amount	if recorded on previous Maine title. DO NOT		
	8. Year 9. Make 10.		10. Model	Model 11. Vehicle identification numb			\$			attach Monroney label to application.	
VEHICLE INFORMATION									type	талон со арриодиони	
	13. New Used Rebuilt	1	15. Titl	e number		16. State of origin		17. Other data BMV USE		SENT TO SECRETARY OF STATE	
						ige mechanical limits odometer discrepancy				DATE	
LIEN INFORMATION	21. First lien h	older's name if vehicle	financed		21a. Lie	n holder ID#	K	22. Date of lien	MUNICIPAL AGENT VALIDATION		
Title will be	23. Address-N	o. & Street		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 listed, title will be sent electronically.										Lienholder ID#	
	26. Address-No. & Street City State							Zip Code		FEE PD. \$	
[	27. Name and	address of seller				-	28 P	late #, if a Maine	DП	BMV USE:	
SELLER INFORMATION	2-1500-V/L0211100-02 depotential							ensed dealer	UC 🗆	DO NOT WRITE IN THIS SPACE	
	29. The unders	R									
SIGNATURE OF SELLER IF A DEALER	correct to the b										
	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	Signature(s) of must accompa	DATE									
	If owner is a co										
PENALTY						atement, fails to disclose as guilty of a Class D crime		_	Date	-	
	, and the				a.o or more	- g-my or a Olass D Gillle			-	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



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THIS IS NOT A CERTIFICATE OF TITLE

CTA BH Sample

# OWNER'S COPY <

Distribution Instructions

											Instructions		
OWNER		ast, First, Middle Initial	•			2. Date(s) of birth	3. Telephone						
INFORMATION	a Joint ownersh								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)								b.		MSRP equals the		
	City State Zip Code  6. Legal residence, if other than mailing address								Recorded on Monro Recorded on prior t quired	total vehicle price minus the destination charge on new vehicles requiring the Monroney			
	7. If a leased vehicle, name and address of lessee								Amount	label. If the vehicle is used, list the MSRP if recorded on previous Maine title. DO NOT			
VEHICLE INFORMATION	8. Year 9. Make 10. Model				11. Vehicle identification number			\$12. Body type			attach Monroney label to application.		
	13. New Used Used	Mo./Day/Year	15	. Title nur	nber		16. State of origin		17. Other data BMV USE		SENT TO SECRETARY OF STATE		
	Rebuilt   18. Current odometer reading					D. Mileage stated is Actual mileage In excess of mechanical limits Not actual - odometer discrepancy			20. If not actual ☐ Odometer changed ☐ Odometer broken  MUST FILE MVT-32		DATE		
LIEN INFORMATION	21. First lien ho	21. First lien holder's name if vehicle financed  21a. Lien holder ID#  22. Date of lien MM/DD/YYYY							MM/DD/YYYY	MUNICIPAL AGENT VALIDATION			
Title will be mailed to the first lien holder, otherwise it will be mailed to the vehicle owner. If lien holder ID# is listed, title will be sent electronically.	23. Address-No. & Street City State Zip Code												
	24. Second lien holder's name						24a. Lien holder ID# 25. Date of II			MM/DD/YYYY	Lienholder ID#		
	26. Address-No. & Street City						State Zip Code			FEE PD. \$			
SELLER INFORMATION	licensed dealer						D UC UC	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										R		
,	Signature of dealer's representative Official 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.								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  Date must accompany this form. If under age 18 parent or guardian must also sign.												
	If owner is a company, authorized representative sign here.  Official title  Date								Date				
PENALTY							tement, fails to disclose guilty of a Class D crime		-				
	ye	e e e periodo proceso o profit (1965 (1945 (1965)))		• • • • • • • • • • • • • • • • • • • •		ner Artificial Artific		nocció		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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**SELLER'S COPY** 

CTA BH Sample

	Name(s): Last, First, Middle Initial (conjunctive "or" not permitted)	. Date(s) of birth MM/DD/YYYY	3. Telephone		
OWNER INFORMATION	a Joint				
	b. ownership $\square$	b.	MSRP INSTRUCTIONS		
If more than one	City State Zin Code	corded on Monroney Label	MSRP equals the total vehicle price minus the destination		
owner, common ownership will be assumed unless joint ownership	6. Legal residence, if other than mailing address  MSRP A	red	charge on new vehicles requiring the Monroney label. If the vehicle is used, list the MSRP		
box checked.	7. If a leased vehicle, name and address of lessee	anount	if recorded on previous 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 Used Experiment 14. Purchase date Mo./Day/Year 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	O. 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  21. 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#	n holder ID# 25-Qate of lien MM/DD/YYYY			
listed, title will be sent electronically.	26. Address-No. & Street City State	Zip Code	FEE PD. \$		
SELLER INFORMATION	27. Name and address of seller 28. Plate licens	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 correct to the best of my knowledge, information and belief.	R			
		Date	·		
SIGNATURE(S) OF OWNER(S)	Signature of dealer's representative  Official title  30. The undersigned hereby certify that all liens against the vehicle described are listed above and that information contained best of my / our knowledge and belief. If representing a company, I further certify that I have been authorized by the company				
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.	DAIL			
	If owner is a company, authorized representative sign here.  Official title				
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.				

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