



New Jersey Motor Vehicle Commission

Duplicate Title Requirements for Out Of State Residents

1. Copy of current or expired registration (out of state registration is acceptable).
2. Letter of Certification from the Division of Motor Vehicles stating that the vehicle is registered in your current state of residence but no title was issued. This must be an original letter of certification and it must include the year, make and VIN number. Please note that the registration and Motor Vehicle records must match what our records show as the owner or NO duplicate title will be issued.
3. Pencil tracing or photograph of the vehicle identification number (VIN).
4. We require a notarized statement from the titled owner explaining why the vehicle was registered in one state and titled in another. The statement must also include the reason for applying for a duplicate title in the State of New Jersey and contain the year, make and full vehicle identification number. If for any reason you cannot obtain a pencil tracing or a photograph of the vehicle identification number, please explain the reason why and verify in this statement what the vehicle identification number is on the vehicle.
5. If necessary, we require a lien satisfaction letter. This must be an original document with the year, make and vehicle identification number.
6. Must complete the application for a duplicate certification of ownership OS/SS-52 (R8/15).
7. We require a check or money order in the amount of \$60.00 made payable to the NJMVC.
8. Mail all required documents to:
New Jersey Motor Vehicle Commission
Special Titles Section/Duplicate Titles
PO Box 017
Trenton, NJ 08666-0017

NOTE: The commission policy is to mail the Certificate of Ownership to the owner or lienholder of record. If you are an Owner/Lienholder/Leasing Company requesting that the Certificate of Ownership be mailed elsewhere, please include a self-addressed envelope and a brief explanation.

If you have any questions regarding this procedure, please contact our office at (609) 292-6500 extension 5074.

**APPLICATION FOR DUPLICATE
CERTIFICATE OF OWNERSHIP**

STATE OF NEW JERSEY
MOTOR VEHICLE COMMISSION
SPECIAL SERVICES
P.O. BOX 017
TRENTON, NEW JERSEY 08666-0017
(609) 292-6500 EXT. 5074

ABOVE SPACE IS FOR OFFICE USE ONLY

INSTRUCTIONS- PLEASE READ CAREFULLY

1. This form is to be completed by the **titled owner(s)**. Please type or print clearly.
2. **A \$60.00 check or money order (Do Not Send Cash) and a copy of the current or expired registration certificate or insurance identification card must accompany the application.** Mail this information to the Trenton Central Office or bring in person to any motor vehicle agency along with Proof of Identity (**Copy of Driver's License**).

1. NAME OF TITLED OWNER _____
OWNER'S NEW JERSEY DRIVER LICENSE NUMBER (IF BUSINESS-CORPCODE) _____
DATE OF BIRTH _____ EYE COLOR _____ SEX _____
ADDRESS _____
NO. AND STREET _____ CITY _____ STATE _____ ZIP CODE _____
PHONE: (HOME) _____ (CELL) _____ (WORK) _____
WHERE DO YOU WANT THE TITLE MAILED (IF DIFFERENT THAN ABOVE ADDRESS)? _____

IF CO-OWNER:

1a. NAME OF CO-OWNER _____
NEW JERSEY DRIVER LICENSE NUMBER _____
DATE OF BIRTH _____ EYE COLOR _____ SEX _____
ADDRESS _____

DESCRIPTION OF VEHICLE

2. LICENSE PLATE NO. _____ MAKE _____ YEAR _____ BODY TYPE _____ MODEL _____
WEIGHT CLASS _____ COMPLETE VEHICLE IDENTIFICATION NO. _____
3. ARE THERE ANY ENCUMBRANCES OR LIENS AGAINST THE VEHICLE AT THIS PRESENT TIME? YES ____ NO ____
IF "YES", GIVE NAME AND ADDRESS OF LIENHOLDER _____

NOTE: If the original certificate was issued subject to lien and lienholder has not submitted evidence of satisfaction, a duplicate certificate of ownership will not be issued until proof of payment is received from the lienholder.

*If banks have merged it must be stated on Lien Release.

*LIENHOLDERS MUST SUPPLY A COPY OF CONTRACT OR LEASE AGREEMENT AND (IF APPLICABLE) POWER OF ATTORNEY.

R.S. 39:10-12... "A person who falsely states, in any application to the **Chief Administrator** for a duplicate certificate of ownership, that a certificate of ownership, or title papers, are lost, shall be subject to a fine of not less than two hundred dollars (\$200.00) nor more than five hundred dollars (\$500.00) or imprisonment for a term not exceeding thirty days or both."

This application is submitted to the **Chief Administrator of the Motor Vehicle Commission** because the whereabouts of the title paper for the motor vehicle described herein- owned by the undersigned **IS UNKNOWN** and certification is hereby made that it **IS LOST**.

It is further certified that the _____
YEAR MAKE VEHICLE IDENTIFICATION NO.

was physically examined by me and the identification number is as entered hereon. I certify that I have compared this number with the numbers shown on the evidence of ownership and on my application for a duplicate New Jersey Certificate of Ownership and they agree. I further certify that I have read and understand this application and that all statements are correct.

DATE SIGNATURE OF TITLED OWNER DATE SIGNATURE OF CO-OWNER

(IF PARTNERSHIP, SO INDICATE, IF CORPORATION, GIVE TITLE OF OFFICER)

*Need POWER OF ATTORNEY if in a company name.

IF NOT FILLED IN ENTIRELY AND ACCOMPANIED BY CHECK OR MONEY ORDER FOR \$60.00 (DO NOT SEND CASH) THIS APPLICATION WILL BE REJECTED.