

TITLE WORK:

Vehicle owners or their lienholders who are requesting titles and registrations for their vehicles should bring with them or send all required documents and fees to the assessor office in Idaho City or our Annex in Horseshoe Bend. (See [County Assessor List](#) for addresses and phone numbers.) Out-of-state dealers who have retailed vehicles to Idaho residents and leasing companies who are leasing to Idaho residents may also send the title documents to these county offices.

The following is a list of required documents and fees:

1. Title (for used vehicles) - must be properly released by the previous owner and lienholder (if any), or Manufacturer's Certificate of Origin (for new vehicles) - must be properly released by the dealer and assigned to the owner
2. [Bill of Sale](#) - required unless sales price is entered in specified area of title. The Bill of Sale must include vehicle description, sales price, buyer's name, original signature of seller, and date.
3. Odometer Disclosure Statement - required for any transfer of a motor vehicle less than 10 years old and under 16,000 lbs. G.V.W. Disclosure must be entered on the title if there is space for it.
4. [Vehicle Identification Number Inspection](#) - completed by an officer of the law, county assessor, motor vehicle inspector, DMV employee, military police officer, or Idaho licensed vehicle dealer.
5. [Power of Attorney](#) - include if applying for title through the mail. A Power of Attorney must authorize the County Assessor or another party to sign the application for the owner, and must fully describe the vehicle and be signed by the owner/applicant.
6. Fees - A. Sales tax equal to 6% of the purchase price (minus trade-in if purchased from a licensed dealer), or documentation that at least 6% sales tax was paid to the state of purchase or that the vehicle was purchased by a new resident at least three months prior to moving to Idaho. (The latter exemption does not apply to businesses bringing vehicles to Idaho from a non-taxing state.) A title issued in the applicant's name is sufficient documentation that tax was paid at that state's tax rate.

To REGISTER a vehicle in Idaho:

- The vehicle must belong to an Idaho resident or business.
- The vehicle must be titled in Idaho before it can be registered. (You can apply for vehicle registration immediately after submitting the required documents to a county assessor's motor vehicle office.)
- If you are a new resident, you must register and title your vehicle(s) within 90 days.

An Idaho resident is anyone whose principal home has been in Idaho for 90 continuous days, although residency may be declared at any time earlier, and vehicles may be titled and registered at that time. Idaho residents who are temporarily in another state (i.e., students or military personnel) may request titles and registrations for their vehicle(s) through the mail.