# Steps to take when selling your car

Follow these steps when selling your car to ensure the transaction is completed correctly and prevent potential future headaches.

## **STEP 1: TRANSFER VEHICLE TITLE**



- Choose from two options that are available to transfer the title:
- 1. Sign the back of the title, and give the title to the buyer. The buyer will then take this title to an MVD or Authorized Third Party office and get the vehicle titled in their name.
- 2. Transfer the title electronically at azmvdnow.gov.

#### **STEP 2: COMPLETE SOLD NOTICE**



This free service can protect the seller from liability if the car is involved in a crash or crime, is ticketed, or is abandoned, which carries a hefty fine. A sold notice can be completed at azmvdnow.gov.

### **STEP 3: REMOVE LICENSE PLATE**



You may contact MVD and transfer the license plate to another vehicle, if you desire.

#### **STEP 4: REQUEST A REFUND**



After selling your vehicle, you may be eligible to receive credit for registration fees already paid for. At azmvdnow.gov, complete the sold notice and then request a registration credit. Note: Waiting to apply for the credit reduces the amount because the amount refunded is based on when the vehicle registration expires.



azdot.gov/SellACar

