



Virginia Department of Motor Vehicles
P.O. Box 27412 Richmond, Va. 23269-0001
WEBSITE: www.dmvnow.com

AFFIDAVIT IN LIEU OF TITLE CERTIFICATE

Pursuant to Virginia Law, I (we), _____,
duly sworn, make the following statement:

That I (we) submit this affidavit in support of my (our) application for a certificate of title for

_____ (year, make and model of vehicle) _____ (identification number)

That I am (we are) unable to present a certificate of title with respect to the above described vehicle because

ANY WILLFUL MISINFORMATION GIVEN WITH FRAUDULENT INTENT MAY BE PUNISHABLE AS PROVIDED BY LAW.

That additional facts pertinent to my (our) acquisition of the above described vehicle are

That, if the Commissioner of the Department of Motor Vehicles issues a certificate of title pursuant to my (our) application for same, herein above described, I (we) hereby bind myself (ourselves), my (our) heirs, assigns and personal representatives to idemnify and save harmless the Commissioner of the Department of Motor Vehicles of the Commonwealth of Virginia, or his successor in office, individually and officially, for any loss or damage which may be asserted against him or which he may sustain as a result thereof.

_____ (Name of Owner) _____ (Name of Co-Owner)

_____ (Signature of Owner) _____ (Signature of Co-Owner)

Date _____

Date _____

STATE OF VIRGINIA

City or County of _____

Subscribed and sworn to before me, this _____ day of _____, 20 ____.
in the City or County and State aforesaid.

My commission expires _____

Notary Public

INSTRUCTIONS

When Virginia Law can be applied to a request to issue a certificate of title, the steps below must be followed:

- A. Applicant (owner) must execute form VSA 12, Affidavit in Lieu of a Title Certificate, in detail.
- B. Applicant must execute form VSA 17A, Application for Certificate of Title and Registration, in detail.
- C. Submit the above forms, applicable fees, (title and Sales and Use Tax), available original documents evidencing ownership and other supporting affidavits.
- D. The final decision to accept or deny the application will be made by the CSC Manager of the Titling, Licensing and Consignment Division. (In the event the application is denied at either level forward all forms, fees and available documents to Assistant Administrator, Titling, Licensing and Consignment Division. Inform customer title will be mailed from Headquarters),.

Whenever the applicant for the registration of a motor vehicle, trailer or semitrailer or a new certificate of title thereto is unable to present a certificate of title by reason of the same being lost or unlawfully detained by one in possession or whenever such certificate of title is otherwise not available, the Department may receive the application and examine into the circumstances of the case and may require the filing of affidavits or other information. When the Department is satisfied that the applicant is entitled thereto it may register the motor vehicle, trailer or semitrailer and issue a new registration card, license plate or plates and certificate of title to the person entitled thereto.