

MOTOR VEHICLE REGISTRATION PROCEDURES UPDATED Feb 12, 2015

You **must** be a resident of Epsom to register your vehicle. You will be required to show identification. If you are a new resident, you will be required to show proof of residency. You **must** begin all Epsom registrations and title applications at our office. We accept cash, checks, debit or credit. There is a convenience fee for using debit or credit cards. In addition to what is listed below, there are many other New Hampshire laws that we **must** follow. We have tried to cover the main procedures.

RENEWALS

Written notarized permission from the first owner on the registration is required in order to make any changes to the registration. Renewals can be done online for a small fee.

NEW

New Hampshire requires all 2000 and newer vehicles be titled. This includes trailers with a GVW of over 3001 lbs. Vehicles issued construction plates do **not** require titles. The title and title application **must** be signed by all owners. If a company vehicle, they **must** be signed by someone authorized to sign for the company (**proof required**). You **cannot** remove a completed unsigned title application from our office unless you intend to finish the registration at a State substation.

If the vehicle is exempt from the title law, a bill of sale is required. The following is required on this bill of sale: the date of sale, make, model, vehicle identification number, model year, type of body, name and address of purchaser, signature and address of seller. In addition to the bill of sale, if the vehicle once required a title, a verification of vehicle verification is needed. This can include an original title, original or copy of a NH registration or original Form TDMV 19A. The TDMV 19A can be completed by a licensed auto dealer, NH inspection station or NH law enforcement officer.

TRANSFERS

The **original** previous registration is required for all transfers. If you do not have the previous registration and your name is on the registration, a certified copy can be issued for \$18.00. You will need to complete a Form RDMV 111. This form **must** be signed in our presence. If a company vehicle, the form **must** be signed by someone authorized to sign for the company (**proof required**).