

430 E Patrick St #B  
Frederick, MD 21701  
301-846-0900  
www.tagandtitleservices.com  
facebook.com/diversifiedtagandtitle

DEALER TRANSACTION CHECKLIST; PENNSYLVANIA TRANSFER

TRANSACTION TYPE [Choose One]:

□ New Title and New License Plates □ New Title and Transfer of License Plates

□ New Title Only

SUPPORTING DOCUMENTATION [REQUIRED BY PENNDOT]

□ Clear Copy of Pennsylvania Driver’s License/ID [Front & Back]

□ Change of Address Card and/or Name Change Card

□ Original Power-of Attorney [Signed by Customer]

<https://tagandtitleservices.com/mva-forms> - Pennsylvania Power-of-Attorney

□ Original Certificate of Title [Include All Dealer Re-Assignments]

□ Original Bill of Sale/Dealer Paperwork

□ Loan/Lien Information [Loan Company Name, Address, and Loan Amount]

□ PennDot MV-41 Verification of Vehicle VIN/Correction of Vehicle Record

□ Copy of Pennsylvania Insurance Information [Vehicle Specific]

□ Copy of Registration [If Transferring Tags]

□ If Vehicle Being Transferred is a Truck, Specify Weight [i.e., Unladen Weight & GVWR]

□ Odometer Statement