



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