

Application Instructions
Only to be used to designate power of attorney to make application for or to assign a Certificate of Title.

LET IT BE KNOWN
That the undersigned:

of the city of Sioux Falls, South Dakota, does (do) hereby appoint the following true and lawful attorney(s) for the purpose listed below:

Name of Person(s) Appointed	Street Address / City / State / Zip Code
ERIN NOSAL	401 East 8 th Street, Ste. 214 / Sioux Falls / SD / 57103
WILLIAM D. LINSENMEYER	401 East 8 th Street, Ste. 214 / Sioux Falls / SD / 57103

Attorney Powers
The appointed attorney(s) may exercise the following designated powers. (Check all that apply)

GROUP 1 - TO BE USED ONLY IF MORE THAN ONE PERSON IS NAMED ABOVE.

- | | |
|-------------------------------------|--|
| <input type="checkbox"/> | Jointly (both people named must sign) |
| <input checked="" type="checkbox"/> | Severally (either person named can sign) |

GROUP 2 - ONE OR MORE SELECTIONS MUST BE MADE.

- | | |
|-------------------------------------|---|
| <input checked="" type="checkbox"/> | To apply for a Certificate of Title for the described vehicle/boat in the name of the undersigned. |
| <input type="checkbox"/> | To assign all right, title and interest in the described vehicle/boat on behalf of the undersigned. |

Vehicle/Boat Description

DESCRIBED VEHICLE

Year	Make	Model	VIN#	Title #
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DESCRIBED BOAT

Year	Make	Type	Hull ID #	Title #
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Disclosure, Signature and Notary Public Section

The undersigned does further authorize said attorney(s) to include in any application for title and/or the assignment, such statements and warranties as to mortgages, liens and encumbrances upon the above described motor vehicle/boat as they, or either of them, may believe to be true in fact. The undersigned does hereby ratify and confirm each and every act which said attorneys or either of them may do pursuant to the power herein granted.

IN WITNESS WHEREOF the undersigned has executed this instrument on this _____ day of _____, 20_____.

SIGNATURE	SIGNATURE
PRINTED NAME	PRINTED NAME

SWORN TO AND WITNESSED BY ME THIS _____ **DAY OF** _____ **20** _____

NOTARY PUBLIC SIGNATURE

MY COMMISSION EXPIRES THE _____ **DAY OF** _____ **20** _____

State of South Dakota Application for Motor Vehicle Title & Registration

I. This application is for (Check Only One)		Brand (Check if applicable)		County Use Only	Title Co. No.	Reg. Co. No.	SD Title No.
Transfer - New or Out of State	<input type="checkbox"/>	X-Junking Certificate	<input type="checkbox"/>				
Interstate	<input type="checkbox"/>	Abandoned	<input type="checkbox"/>	RMI	Ton	Reg. Date	SD License No. Pri. Sec
Repossession	<input type="checkbox"/>	Operation by Law	<input type="checkbox"/>				
		S-Salvage-Total Loss	<input type="checkbox"/>				
		B-Rebuilt	<input type="checkbox"/>				

III. 1-4 Owner's/Lessor's Name: (Last, First, Middle); Description of type of ownership (and, or, DBA, WROS, Guardianship, lessee, lessor, etc.); Identification number (SD Dr. Lic. or SS No.)

1.	Owner/Lessor & Lessee	Type of Ownership	SD Driver's License No. or Social Security No.
	Owner/Lessor & Lessee	Type of Ownership	SD Driver's License No. or Social Security No.
2.	Owner/Lessor & Lessee	Type of Ownership	SD Driver's License No. or Social Security No.
	Owner/Lessor & Lessee	Type of Ownership	SD Driver's License No. or Social Security No.
3.	Owner/Lessor & Lessee	Type of Ownership	SD Driver's License No. or Social Security No.
	Owner/Lessor & Lessee	Type of Ownership	SD Driver's License No. or Social Security No.
4.	Owner/Lessor & Lessee	Type of Ownership	SD Driver's License No. or Social Security No.
	Owner/Lessor & Lessee	Type of Ownership	SD Driver's License No. or Social Security No.

ADDRESS	401 E 8th st Suite 214 - [REDACTED]	Sioux Falls	SD	57103
	Owner/Lessor Address	City	State	Zip Code
	Lessee Address	City	State	Zip Code

IV. Primary VIN or Serial Number:

Make	Model	Body Type	Veh. Code	Year	Weight/CC	Color	Fuel	Previous State/Title Brand
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Secondary VIN or Serial Number: _____ **Year:** _____ **Make:** _____

Odometer (Complete for vehicles 9 years old or newer):

Odometer Indicator (Check one): Actual Mileage Exceeds Odometer's Mechanical Limits Not Actual Mileage

Dealer Price Certification: I hereby certify that the purchase price and trade-in allowance in Item V of the application is correct and that all accessories and added equipment have been reported.

Dealer Name and Number	Signature of Dealer or Dealer's Agent	Dealer Sold Permit
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Vehicle Trade-In

Year	Make	Serial Number	SD Title Number
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V. Motor Vehicle Purchaser's Certificate

1. Purchase Price (See Reverse Side) Bill of Sale Not Available <input type="checkbox"/> Computer NADA'ED <input type="checkbox"/> \$	<p>Note: A guide published by the automobile industry will be used to check values.</p> <p>Purchased From</p> <p>Name</p> <p>Mailing Address</p> <p>Important: Original title will be mailed to the owner unless otherwise indicated. Check One: <input type="checkbox"/> Mail to Lienholder <input type="checkbox"/> Mail to Owner</p> <p>1st Lien holder</p> <p>Mailing Address</p> <p>City/State/Zip Code</p> <p>2nd Lien holder</p> <p>Mailing Address</p> <p>City/State/Zip Code</p> <p>Note any additional liens in section IX on reverse side</p>
2. Less Trade-In Allowance..... \$	
3. Difference..... \$	
4. Tax 4% of Line 3. Manufactured Homes 4%..... \$	
5. Credit for Tax Paid to Another State..... \$	
6. Title Fee and Penalty Fee..... \$	
7. License Fee..... \$	
8. Solid Waste Fee..... \$	
9. County Wheel Tax (if applicable)..... \$	
10. Other Fees..... \$	
11. Balance Due..... \$	

PENALTY: Any person failing to pay the full amount of excise tax is subject to a Class 1 misdemeanor.

Tax Exempt (if claiming exemption, list exemption # from Section VI on back of form.)

Rental Vehicle/SD Sales Tax #

Title Only (NOTE: If applying for a "Title Only" in signing this application, you are attesting that the vehicle will not be used upon the streets and highways of this state or any state.)

The applicant, under penalties of law and as rightful owner of the vehicle described on this application, declares that the information set forth on this application is true and correct.

If the vehicle is co-owned, all owners must sign. If the vehicle is company owned, the company name and title of authorized agent signing the application must be noted. **PENALTY: Any person who intentionally falsifies information on this application is guilty of a Class 6 felony.**

Signature _____ **Date** _____
 Signature _____ Date _____

AFFIDAVIT CLAIMING LACK OF RESIDENCE POST OFFICE ADDRESS

(AN APPLICANT HOLDING A SOUTH DAKOTA DRIVER'S LICENSE NEED NOT COMPLETE THIS AFFIDAVIT)

I, _____, in conjunction with my South Dakota Application for Title and Registration, do hereby declare and affirm that the following facts are true:

1. I do not have a South Dakota Driver's License; and
2. I do not maintain a "residence post office address"* in South Dakota or any other United States jurisdiction; and
3. Because I do not maintain a "residence post office address"* in South Dakota or any other United States jurisdiction, the address I have provided with my South Dakota Application for Title and Registration is strictly for mail-forwarding purposes.

*For purposes of this affidavit, the term "residence post office address" is defined as the place at which a person actually lives.

Signature of Affiant

Date

Printed Name of Affiant

Notary Public or County Treasurer

STATE OF SOUTH DAKOTA; COUNTY OF _____

Subscribed and Sworn to before me this _____ day

of _____, 20____

Date Commission Expires

APPLICANT'S TAX PAYMENT VERIFICATION

This form must accompany South Dakota's application for title to qualify for credit against South Dakota's motor vehicle excise tax for a like or similar tax paid to another state on the purchase of a vehicle. The out-of-state title being surrendered must be in the same name as the applicant. The applicant receives credit for the percentage of tax paid that is equal to or greater than the tax owed to this state.

I, _____, of
Sioux Falls, SD _____,

hereby attest that I have paid (type of tax: sales, excise, etc.) _____
tax in the amount of \$ _____ to the state of _____
on or about (date/year) _____.

This statement is made with the knowledge that it is a Class 5 felony to make a false statement and that in doing so I am subject to the penalty of South Dakota law.

_____, 20____
Applicant's Signature **Date**

MV-2003
Revised
04/04

South Dakota Verification of Tax Assessment By Out-of-State Dealer

South Dakota Department of Revenue
Division of Motor Vehicles
445 E. Capitol Avenue | Pierre, SD 57501-3185 | 605-773-3541 | Fax 605-773-2550

Instructions

This form is to be filled out by the dealer who sells the motor vehicle. Please mail or fax this form to the above address/fax number. For further questions, please call 605-773-3541.

Applicant Information

Name of Applicant

Name of Dealership

Street Address

City, State, Zip Code

Telephone Number

Fax Number

Vehicle Description

Year

Make

Serial/Vin Number

Title Number

Tax Information

Sale Date

Selling Price

Type of Tax Assessed (sales, excise, etc...)

Assessed Tax Amount

Tax Remitted To (state)

Purchaser Information

Name of Purchaser

Street Address

County

City, State, Zip Code

Dealer Signature

I hereby certify that the purchaser listed above has been assessed tax on the purchase of the above referenced vehicle and that the tax has been remitted to the state indicated.

APPLICANT SIGNATURE

DATE

Your Best Address **Checklist for SD Vehicle Title and Registration**

Please mark off the items as you complete them. All forms listed below are in this info package. Please call us and we will guide you through the forms and quote the registration for you.

You will need a set of forms for each vehicle or trailer being registered. Filled out and signed DMV Form 608, Application For Motor Vehicle Title and Registration. See Instructions for Form 608 that are included in this forms package.

1. Original Title **and** copy of Purchase Order for new purchases from dealer, showing trade-in, if any, and all fees including documentation, extended warranty, delivery, etc.

OR

2. Manufacturers Certificate Of Origin (for brand new vehicles/trailers only)

AND

3. Bill of Sale copy also needed on transactions between individuals.

4. Dealer issued Odometer Statement (new vehicles only)

5. Payment of excise tax and county fees are a separate transaction from the processing fee we charge to help you title and register your vehicles. **The Minnehaha County Treasurer's Office does not accept out of state personal checks.** They accept Visa & MasterCard. There is a \$5 county fee for using a credit card. Otherwise, please pay all SD taxes and fees with Cashiers Check or Money Order made out to "Minnehaha County Treasurer".

6. Fill out and have notarized MV Form 008, Power of Attorney, authorizing us to register and title vehicles, trailers, etc, on your behalf.

7. Title Fee is \$10; Lien Fee is \$10 per lien. If lien holder has the original title they must send the **Original Title** to: Minnehaha County Treasurer, 415 N. Dakota Ave, Sioux Falls, SD 57104. **SD is an electronic title state so no title will be printed as long as the loan is not paid off. It will be recorded on the computer database at the SD DMV headquarters.**

8. To avoid duplicate payment of sales/excise taxes you may already have paid to another state for a new purchase, fill out DMV Form 2007, Applicant's Tax Payment Verification if you have owned the vehicle 6 months or more, **and** if less than 6 months DMV Form 2003, Verification of Tax Assessment by Out of State Dealer may be needed.

9. Minnehaha County has a small wheel tax of \$5 per wheel, maximum \$60/year for 12 wheels. This and other registration fees may be prorated based on time of year it is completed.

It is recommended to make a copy for yourself of all paperwork, then mail to: **Your Best Address, 401 E. 8th St, Ste 214, Sioux Falls, SD 57103.**

Your Best Address charges \$26 per item for registration assistance, plus \$1.69 SD tax. We will handle your annual renewals for \$10 per vehicle. We accept personal and business checks, cashier's checks, money orders and online Bank Billpay checks from your bank. Please do not add our assistance fees to your payment to the Minnehaha County Treasurer's Office. It is a separate transaction.

Call us and we will guide you through the forms and quote the accurate registration fees and taxes, if any. Local phone 605-334-5313.

REV 9/16

Instructions for DMV Form 608

Application for SD Motor Vehicle Title & Registration

Section:

I and II County Treasurer's Office will fill out.

III Owners or lessors name - Enter names exactly as they appear on your title or Certificate of Origin. (last name first, then first name, then middle name)
Type of Ownership - is either the word "and", or the word "or".
Enter SD Driver's License Number or Social Security Number if no SD drivers license.
Title County Number is 01 (county code for Minnehaha County)
Address - you must use your Personal Mail Box address:
Example: 401 E. 8th St, Ste 214 #xxxx, Sioux Falls, SD 57103. (xxxx indicates your mailbox number)

IV Primary VIN or Serial Number - Complete Vehicle Identification Number from Certificate of Origin or Title.
Make - name of manufacturer **Model** - model name and length of motorhome or trailer
(Ex: Holiday Rambler, Ambassador - 37')
Vehicle Code and **Body Type** – leave blank
Year - enter year of manufacture as on title
Weight - must have UVW/shipping weight as listed on Title or Certificate of Origin. If this is not available, you must have unit weighed at a commercial scale and enclose weight receipt along with paperwork for trailers and motorhomes. **This info will also usually be on a label somewhere inside the vehicle.**
Color – state basic color, (use blue, not skyblue) **Fuel** - "G" for gas or "D" for diesel.
Previous State/Title Brand - enter state current title is from.
Secondary VIN or Serial Number - leave blank

Odometer - actual mileage from vehicle or from odometer statement from dealer if less than 10 years old.
Odometer Indicator – checkmark one of the three choices
Condition - only applies to vehicles made from junker, salvage or rebuilt components.
Tonnage - only for truck F550's and larger vehicles
Dealer Price Certification - for South Dakota dealers only

V Motor Vehicle Purchasers Certificate

This section is used to determine amount of taxes and fees for SD and Minnehaha County. **Call us and we'll guide you through the forms and quote registration costs.** 605-334-5313. **Line 1** - enter full purchase price, including options, extended warranties, documentation fees, **No Taxes.** **Line 2** - subtract gross amount of trade-in. If you have a trade-in, fill out line to right with description of trade-in. Do not include any cash down payment money or rebate amounts as part of the trade-in.

Line 3 - enter difference between purchase price and trade-in.

Line 4 - Tax: enter 4% of Line 3.

Line 5 - Tax credit for sales/excise tax paid to another state. You must fill out enclosed MV Form 2007 "Applicant's Tax Payment Verification" if you have owned vehicle more than 6 months; or MV Form 2003 "Verification of Tax Assessment by Out of State Dealer" if tax was paid to dealer at time of sale and you have owned vehicle less than 6 months. **The dealer must sign form MV2003.** You will have to provide evidence of tax payment made to another state, such as Bill of Sale, Purchase Order copies, tax receipt, etc.

Line 6 - Title fee is \$10. Penalty for late registration over 45 days from sale date is \$1 per week for newly purchased vehicles. Additional penalties may apply. Call for explanation of exact amount of penalty/s, if any.

Line 7 - License Fee - based on unladen weight and age of vehicle – call our office for an accurate quote.

Line 8 - Solid Waste Fee. Enter \$1.00

Line 9 - County Wheel Tax - \$5 per wheel, maximum \$60/year up to 12 wheels (less than 12 months is prorated)

Line 10 - Other fees (Lien Notation fee is \$10 per lien)

Line 11 – Add lines 4 thru 10 and enter Total Balance Due

If there is a lien (or liens) on the vehicle you must list all lienholders in box near bottom right of form. Include name, address, and be sure to check box "Mail to Lienholder" for the title. If no liens check "Mail to Owner".

If there are joint owners, such as husband and wife, all owners must sign form in bottom right corner and date it.

We'll be glad to help you with all the forms, just call us at 605-334-5313. Our registration assistance fee is \$26 per item plus \$1.69 SD tax.