

TO SECURE VIRGINIA TITLE

VIRGINIA TITLE AS EVIDENCE OF OWNERSHIP:

- Seller - Complete Section A
- Buyer - Complete Sections A, C and E (if applicable)
- If you wish to purchase license plates when securing a Virginia title - Complete Sections D and F
- A title fee of \$10.00 is required (additional fee for license plates if applicable)

OUT-OF-STATE TITLE AS EVIDENCE OF OWNERSHIP:

- Your name must appear on the original out-of-state title as owner
- Previous owner named on original out-of-state title must assign the title to you. The seller's signature must be included
- Complete form VSA 17A
- Title fee of \$10.00 is required (additional fee for license plates, if applicable)

IF YOUR VIRGINIA TITLE IS LOST, MUTILATED OR ILLEGIBLE AND YOU WANT TO REPLACE IT:

- Complete form VSA 66 (Application for Replacement Title)
- A \$10.00 fee is required

SALES AND USE TAX

- Motor Vehicle Sales and Use Tax in the amount of 4.1% of the sale price of any vehicle or \$75.00 whichever is greater, with no allowance for trade-in
- Taxes must accompany the application for title

PURCHASE NEW VIRGINIA LICENSE PLATES FOR ONE OR TWO YEARS

- Complete form VSA 14
- If your vehicle is not insured or insurance does not meet Virginia minimum requirement of 25,000-50,000 for liability coverage, you must pay the applicable Uninsured Motorist Fee
- If you want DMV to send your plates by air mail, or special delivery, submit the appropriate postal fee. (License plates weigh one pound; contact your local Post Office for proper postage)
- Submit applicable license fee

TRANSFER LICENSE PLATES

- Complete VSA 14
- If your vehicle is not insured or insurance does not meet Virginia minimum requirement of 25,000-50,000 for liability coverage, you must pay the applicable Uninsured Motorist Fee (unless you have already paid on this set of valid license plates)
- Pay a \$2.00 registration transfer fee if transferring to a passenger vehicle weighing 4,000 pounds or less- 4,001 or more requires an additional weight fee

LOCAL LICENSES AND VEHICLE STATE SAFETY/EMISSIONS INSPECTION

- Contact your city, county or town authorities for information on local licenses and property taxes
- All vehicles driven on the highways of Virginia must display a valid annual State Safety Inspection
- **Northern Virginia** - The Vehicle Emission Control Program (VECP) under federal and state regulations requires that an Emissions Test be done every two years by an authorized inspection station in addition to the annual State Safety Inspection in the counties of Arlington, Fairfax, Prince William, Loudoun and Stafford and the cities of Alexandria, Falls Church, Fairfax, Manassas and Manassas Park