

Tips for Privately Selling a Delaware Titled Vehicle

Step 1:

Out-of-State Buyer

- When a Delaware titled vehicle is sold to an out-of-state buyer, the seller must complete the Assignment of [Certificate of Title section 1](#) on the back of the title.
- Be sure to include the buyer's name and address, date of sale, purchase price, and [odometer disclosure](#).
- When ownership is indicated on the front of the Delaware title as (& OR) only one seller is required to sign and print their name in section 1.
- If ownership is indicated on the front of the Delaware title as (AND) all sellers must sign and print their name in section 1.

In-State Buyer

- When possible, the seller should accompany the buyer to the Delaware DMV to ensure the transfer of the title to the buyer.
- If the seller cannot accompany buyer to the DMV, follow procedures as listed above for out-of-state buyers.

Step 2:

Out-of-State Buyer

- The seller must also complete the back of the [registration card](#) or [seller's report of sale](#) (all new titles have a detachable report of sale located at the bottom of the title) and forward to the Division of Motor Vehicles:

Delaware Division of Motor Vehicles
Vehicle Services Help Desk
P.O. Box 698
Dover, Delaware 19903

- Include the buyer's name and address, date and hour of the sale and the seller's signature.

In-State Buyer

- When possible, the seller should accompany the buyer to the Delaware DMV to ensure the transfer of the title to the buyer.
- If the seller cannot accompany buyer to the DMV, follow procedures as listed above for out-of-state buyers.

Step 3:

Out-of-State Buyer

- The license plate must be removed from the vehicle and returned to any [DMV office](#).*

- If the Delaware registration has expired, the Division will issue a temporary tag to allow the buyer to drive the vehicle to the state where the vehicle will be titled. The tag is available at any DMV office for a [fee](#) of \$10.00. The buyer must provide valid proof of insurance, bill of sale or certificate of title, vehicle identification number and vehicle make and year.

In-State Buyer

- When possible, the seller should accompany the buyer to the Delaware DMV to ensure the transfer of the title to the buyer.
- If the seller cannot accompany buyer to the DMV, follow procedures as listed above for out-of-state buyers.

***Please note that if the license plate is not returned or retained with the DMV by the seller, they may run the risk of receiving violations; such as red light, toll or parking violations, which may occur should their vehicle not be properly transferred to the new buyer.**