

How to fill out MV215 — Application for Salvage Certificate Without Title

sellmycarhub.com

Delaware - written against MV215 (01/19), issued under 21 Del. C. s. 2512(g) and (h), reproduced in full on the form's own last page

/forms/delaware/mv215-application-for-salvage-certificate/

The form an insurer or an auction files when the owner never sent the title back. Delaware puts the restriction in the file name and repeats it on the affidavit: this form is only to be used by Insurers or Auctions applying for a Salvage Certificate to certify that a valid Certificate of Title for the vehicle acquired by the applicant is not available. A private owner keeping a written-off car does not file it - they go to a counter with the certificate, the insurer's letter and the plate. It is on this list because it is the only thing a search for a Delaware salvage certificate turns up, and because the two certified letters it requires are letters that land on a seller's doormat.

This sheet is not the form. Download the blank MV215 from the Delaware Division of Motor Vehicles at [https://www.dmv.de.gov/forms/veh_serv_forms/pdfs/Application%20for%20Salvage%20Certificate%20\(Insurance%20Companies%20or%20Auctions%20Only\)-MV215.pdf](https://www.dmv.de.gov/forms/veh_serv_forms/pdfs/Application%20for%20Salvage%20Certificate%20(Insurance%20Companies%20or%20Auctions%20Only)-MV215.pdf) — always take the current revision from the agency rather than a copy. Print this and keep it beside you while you complete theirs.

Every line, in the order you meet it

1	AGENT	Name and address, page one	The applicant, with street, city, state and zip labelled underneath the box. Watch out: On a total loss this is the insurer that paid the claim, not the person who used to drive the car.
2	AGENT	Odometer reading	The reading, in its own box, with the brand columns beside it marked Brand Entered By DMV. Watch out: A wrecked car still needs a disclosure. The brand columns are not the applicant's to complete - the Division enters those.
3	AGENT	The two odometer reading options	1) the odometer reading is not the actual mileage. 2) mileage not being disclosed - and for that one the vehicle must be over 10 years old and a zero has to be entered as the reading. Watch out: These are not the two boxes printed on the back of a certificate. Option 2 has an age condition attached to it that the certificate's boxes do not.
4	AGENT	Make, year, model, body style, axles	The description row. Watch out: Axles is on this form because Delaware salvages trailers and commercial vehicles on the same page as cars.
5	AGENT	MGVWR, colour and the vehicle identification number	The second description row, with the VIN in the wide box on the right. Watch out: The VIN is what the salvage certificate attaches to, and what the State Police Auto Theft Unit will check against the wreck if it is ever rebuilt.
6	AGENT	Lien, and the title number	A lien box with None printed beside it, and a title number box pre-printed with a U. Watch out: The statute is what makes this box interesting: regardless of the existence of a lien, the Department issues the salvage certificate free and clear of all liens.
7	AGENT	Signature, printed name, official title, company	Four boxes at the foot of page one, all marked Required. Watch out: Two of them ask what your job is and who you work for. A private owner has neither to write.
8	AGENT	Applicant information, page two	The affidavit's own header block: applicant's name - the label says name of insurance company or auction - address, telephone, email and authorised representative. Watch out: Read the line above it before anything else: do not use this form if you have the vehicle's Certificate of Title.
9	AGENT	Is applicant an insurance company? Is applicant an auction?	Two check-one pairs. Watch out: This is the restriction, printed as a question. There is no box for an individual owner.
10	AGENT	Vehicle information and the former owner	Year, make, model, colour, VIN, then the name and registered address of the former owner over two lines. Watch out: This is where a private owner appears on the form: as a name, written by somebody else, on the document that removes their title.
11	AGENT	The certification, and the two letters behind it	Paragraph 1 for an insurer, paragraph 2 for an auction, each signed with a printed name, a position and a date. Watch out: Both certifications turn on the same evidence: legible copies of two written attempts, sent by certified mail or courier, to reach the former owner and any known lienholder.
12	OTHER	DMV Use Only	Approved by, and a date, at the foot of the affidavit. Watch out: Untouchable, like every DMV-use strip in the Delaware set.

What gets this one rejected

- A private owner filing it. The affidavit's purpose line names the two categories that may use it and neither is a person.
- Filing it while holding the certificate. Printed under the affidavit's heading: do not use this form if you have the vehicle's Certificate of Title.
- Neither the insurance box nor the auction box ticked. Each is a check-one pair, and the certification the applicant signs below depends on the answer.
- Signing the wrong certification. Paragraph 1 is headed Insurance Company Applicant Only and paragraph 2 Auction Only. They swear to different facts.
- No proof of the two letters. Attach copies of two written attempts sent by certified mail or courier to contact the vehicle's former owner and any known lienholder - and the statute behind it wants a courier whose regular business is delivery service and that provides proof of delivery.
- A blank official title or printed name of company on page one. Both are marked Required.
- An incomplete filing generally. The affidavit says so in one sentence: the Division of Motor Vehicles may refuse to accept an incomplete filing.

☐ Amber is what you write ☐ Grey is a block somebody else completes The completed example follows overleaf.

Read off MV215 (01/19) and the Delaware Division of Motor Vehicles's own pages, current as of 2026-08-23. Plain-language help with a form, not legal advice — where this and the agency differ, the agency governs.

sellmycarhub.com



STATE OF DELAWARE
Form No. 215

APPLICATION FOR SALVAGE
CERTIFICATE WITHOUT TITLE

(Print or Type Everything Except Signature)

1— NAME: *Chesapeake Coastal Mutual Insurance Company*

ADDRESS:	1400 Delaware Avenue, Wilmington, DE, 19806			
	Street	City	State	Zip Code

DESCRIPTION OF VEHICLE

2 Odometer Reading: 96412 Odometer Brand: C D Title Brand: S
(Brand Entered By DMV)

Odometer Reading Options

3 ☒ 1) The odometer reading is not the actual mileage. –WARNING ODOMETER DISCREPANCY
☐ 2) Mileage not being disclosed: Vehicle must be over 10 years old, "0" must be entered as reading

4 — Make: Honda Year: 2015 Model: CR-V Body Style: Wagon No. of Axles: 2
Vehicle Identification No. _____

MGVWR: 4,619 Color: Steel Blue 2HKRM4H5XFH614293

6 — Lien: ☐ None Title Number: U

I/We certify, under penalty of perjury, that all liens have been satisfied as required by law, accurately stated and that the statements made herein are true and correct to the best of my/our knowledge, information and belief.

X _____
Signature of Applicant (Required)

Dorothea K. Ridgely

Printed Name of Applicant (Required)

Official Title (Required)

Chesapeake Coastal Mutual Insurance Company

Printed Name of Company (Required)

The following information must be received before the application can be processed:

Completed MV215 Application for Salvage Certificate without Title
Completed Affidavit in Lieu of Certificate of Title for Salvage Vehicle
Title Fee: \$35

MV215
(01/19)



AFFIDAVIT IN LIEU OF CERTIFICATE OF TITLE FOR SALVAGE VEHICLE

(Do not use this form if you have the vehicle's Certificate of Title)

Purpose: This form is only to be used by Insurers or Auctions applying for a Salvage Certificate to certify that a valid Certificate of Title for the vehicle acquired by the applicant is not available due to circumstances as detailed in 21 Del. C. § 2512 (g) and (h). The Division of Motor Vehicles may refuse to accept an incomplete filing.

APPLICANT INFORMATION (Please Print)

8 <u>Chesapeake Coastal Mutual Insurance Company</u> Applicant's Name: (name of insurance company or auction)	<u>1400 Delaware Avenue, Wilmington, DE 19806</u> Applicant's Address (street and number, city, state, and zip)
9 <u>(302) 555-0110</u> Applicant's Telephone #	<u>claims@example.com</u> Applicant's Email Address:
<u>Dorothea K. Ridgely</u> Applicant's Authorized Representative	
Is Applicant an insurance company? (check one) Yes ☒ No ☐	
Is Applicant an auction? (check one) Yes ☐ No ☒	

VEHICLE INFORMATION

10 <u>2015</u>	<u>Honda</u>	<u>CR-V</u>	<u>Steel Blue</u>	<u>2HKRM4H5XFH614293</u>
Year	Make	Model	Color	Vehicle Identification Number
Name and Registered Address of Former Owner of Vehicle: <u>Merrick A. Dunavant</u> <u>118 Chestnut Ridge Road, Milton, DE 19968</u>				
* Attach copies of two (2) written attempts sent by certified mail or courier to contact the vehicle's former owner and any known lienholder.				

CERTIFICATION

1. **Insurance Company Applicant Only:** I am authorized to sign this document on behalf of the applicant insurer identified above and I certify and affirm that all information presented in this form is true and correct and that any documents I/we have provided with this application are genuine and that the information contained therein is also true and accurate. I certify and affirm that: (i) I have provided documentary evidence indicating the company has paid a total-loss claim to the former owner of the vehicle; (ii) the company has satisfied any existing lienholder; (iii) the company has not been able to obtain the Certificate of Title from the former owner; and (iv) I have provided legible copies of two (2) written attempts, sent by certified mail or courier, the company has made to contact the vehicle's former owner at the owner's last known address, based on the company's records. **I understand that I am making this certification and affirmation under the penalty of perjury and that knowingly making a false representation on this form is punishable by law.**

11 <u>D. K. Ridgely</u>	<u>Dorothea K. Ridgely</u>	<u>Total Loss Claims Rep.</u>
Signature of Authorized Agent of the Applicant	Printed Name	Position

2. **Auction Only:** I am authorized to sign this document on behalf of the auction applicant identified above and I certify and affirm that all information presented in this form is true and correct and that any documents I/we have provided with this application are genuine and that the information contained therein is also true and accurate. I certify and affirm that: (i) the auto auction took possession of a motor vehicle at the request of an insurance company, (ii) the motor vehicle is the subject of an insurance claim, (iii) there is no total loss insurance settlement resulting in transfer of ownership of the motor vehicle to the insurance company, (iv) the motor vehicle has been abandoned at the facility of the auto auction for more than 30 days, and (v) I/we provided legible copies of two (2) written attempts, sent by certified mail or courier, to contact the last known owner of the vehicle at their last known address and any known lienholder, to have the vehicle removed from the facility; and (v) I/we do not have the former owner's Certificate of Title. **I understand that I am making this certification and affirmation under the penalty of perjury and that knowingly making a false representation on this form is punishable by law.**

Signature of Authorized Agent of the Applicant	Printed Name	Position

12 DMV Use Only: Approved by: _____	Date: _____
-------------------------------------	-------------

21 Del. C. § 2512 (g) and (h) Transfer for Salvage.

(g)(1) An insurance company that does not receive, within 30 days from the date of the total loss insurance settlement, the properly endorsed certificate of title for a motor vehicle acquired as salvage may apply to the Department for a salvage certificate in the name of the insurance company, without surrendering the certificate of title for the vehicle.

(2) Regardless of the existence of a lien against the vehicle, the Department shall issue a salvage certificate in the name of the insurance company, free and clear of all liens, if the application is accompanied by all of the following:

- a. Evidence of payment of the total loss claim.
- b. An affidavit from the insurance company or its authorized agent stating that it has made at least 2 written requests for the properly endorsed certificate of title that were addressed to the vehicle owner of record and any known lienholders and sent by certified mail or commercial courier whose regular business is delivery service and that provides proof of delivery.

(h)(1) A licensed auto auction may apply for a salvage certificate in the name of the auto auction without surrendering the certificate of title if all of the following exist:

- a. The auto auction took possession of a motor vehicle at the request of an insurance company.
- b. The motor vehicle is the subject of an insurance claim.
- c. There is no total loss insurance settlement resulting in transfer of ownership of the motor vehicle to the insurance company.
- d. The motor vehicle has been abandoned at the facility of the auto auction for more than 30 days.

(2) Regardless of the existence of a lien against the vehicle, the Department shall issue a salvage certificate in the name of the auto auction, free and clear of all liens, if the application is accompanied by evidence that the auto auction made at least 2 written attempts to have the vehicle removed from the facility that were addressed to the vehicle owner of record and any known lienholders and sent by certified mail or commercial courier whose regular business is delivery service and that provides proof of delivery.

59 Del. Laws, c. 541, § 1; 63 Del. Laws, c. 53, § 2; 71 Del. Laws, c. 57, §§ 1, 2; 80 Del. Laws, c. 328, § 1; 81 Del. Laws, c. 319, § 1.;