

How to fill out 3368 — Limited Power of Attorney For Specific Motor Vehicle/Vessel

Idaho · written against 3368 (Rev 10/23), issued under Idaho Code 49-504 and 49 CFR 580.13

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/forms/idaho/3368-limited-power-of-attorney/

One vehicle, one representative, one set of documents. This is the form ITD's Vehicle Titles page points a seller at when a title has to be handled by post: include it if applying for a title with a county assessor's motor vehicle office through the mail, because it authorises the county assessor to sign the application for the owner. Its grant is deliberately narrow - to endorse, release, or transfer all registration and ownership documents required by Idaho statutes for the above-described vehicle - and the form's second page carries a warning bar across the top that is easy to miss: it is not valid for odometer disclosures for on-highway motor vehicles newer than 2010.

This sheet is not the form. Download the blank 3368 from the Idaho Transportation Department, Division of Motor Vehicles at <https://itd.idaho.gov/wp-content/uploads/2025/03/3368.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	YOU	Describe the vehicle completely	VIN or HIN, title number, year, make and model. Watch out: This is the single most common reason a power of attorney is refused. A general power with no vehicle on it will not be accepted with a title application.
2	YOU	Name the representative	The individual or firm, with an address. The county assessor's motor vehicle office is a normal choice when you are applying by post. Watch out: Name one. The grant is only usable by the person or firm written here, so a spare name is not a backup.
3	YOU	Fill in the grantor block that applies to you	The individual block if you own it personally; the business block if a company, trust or entity does. Watch out: One or the other, never both. The unused half stays empty.
4	YOU	Sign and date	Signature, date and a daytime phone number. Watch out: No notary - unless the representative is going to use this to apply for a duplicate title, in which case it must be notarised or witnessed by an ITD agent.
5	YOU	Handle the odometer yourself	On a 2011 or newer on-highway vehicle the mileage goes on the certificate in your own hand. Watch out: Post the signed certificate rather than trying to delegate the disclosure. Federal rules do not bend for distance.
6	YOU	Tell the representative how to sign	Your name, then by, then their signature and POA. Watch out: The form prints the example. A representative who signs only their own name has exercised nothing, and the county will send the packet back.

What gets this one rejected

- An odometer disclosure made under it on a 2011 or newer vehicle. Federal regulations prohibit it, the form says so twice, and the seller must instead disclose the mileage on the title itself when transferring.
- A blank or partial vehicle description. Both duplicate applications require the power of attorney to include a complete vehicle or vessel description, and a general power without one is not enough.
- An un-notarised grant used for a duplicate title. The note at the foot of page one: if this form is used to grant power of attorney when applying for a duplicate title, the grantor's signature must be notarized.
- Somebody other than the named representative exercising it. It may only be used by the person or firm named as representative on this form.
- A representative signing in their own name only. The instructions give the exact form: write the name of the owner followed by the representative's signature - Sharon Smith by Jane Doe, POA.
- A company representative signing as the company alone. Where the named representative is a company, an authorised individual of that company must sign - Sharon Smith by Morrison's Garage, George Morrison, POA.
- Using it on a document other than the one the authority was granted for. The note is printed under the examples: the power of attorney must be exercised on the title or document for which the authority was granted.

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



Limited Power of Attorney For Specific Motor Vehicle/Vessel Idaho Transportation Department

ITD 3368 (Rev.10/23)
Supply # 019571504
dmv.idaho.gov

Not valid for odometer disclosures for on-highway
motor vehicles newer than 2010.*

See Page 2 for Instructions

Vehicle or Hull Identification Number (VIN/HIN) 4S4BSANC5G3241097		Title Number 1740926358
Year 2016	Make Subaru	Model Outback

Power of Attorney Given To

Name of Business or Individual Representing Vehicle Owner Bonner County Assessor - Motor Vehicle Office			
Address 300 Bonner Mall Way, Ste 24	City Ponderay	State ID	Zip 83852

By my signature below, I hereby appoint the business or individual shown above as my/our attorney-in-fact for the following sole and limited purposes: to endorse, release, or transfer all registration and ownership documents required by Idaho statutes for the above-described/identified vehicle/vessel; and to give full discharge for same, granting to said attorney-in-fact full power of substitution and revocation relating only to the above described/identified vehicle/vessel, hereby ratifying and confirming all that said attorney-in-fact or his substitute shall do or cause to be done by virtue hereof.

Grantor's Signature: If this power of attorney will be used to apply for a duplicate title, it must be notarized.

If grantor is an individual, complete the following

Individual's Full Legal Name (Printed Last, First, Middle) Kittleson, Waverly J.		Individual's Idaho Drivers License No. or SSN KI492817T	
Address of Owner's Current Legal Residence 812 N Boyer Ave	City Sandpoint	State ID	Zip+4 83864
Mailing Address (if different)	City	State	Zip+4
Individual's Signature X	Date 08/11/2026	Daytime Phone Number (208) 555-0142	

If grantor is a business, complete the following

Authorizing Business Name	Authorized Representative's Name (Printed)	Business's EIN	
Business Current Legal Address	City	State	Zip+4
Mailing Address (if different)	City	State	Zip+4
Authorized Representative's Signature X	Date	Daytime Phone Number	

*Federal regulations prohibit use of this limited power of attorney, ITD 3368 to make an odometer disclosure on behalf of the seller/transferor. For this purpose, dealers must use the secure power of attorney, ITD 3582 for trade-in vehicles. The secure POA may only be used when the title has been lost or is being held by a lienholder.
Otherwise, the seller/ transferor must disclose mileage on the title itself when transferring.

****Note:** If this form is used to grant power of attorney when applying for a duplicate title, the grantor's signature must be notarized.

Subscribed and sworn before me this

_____day of _____, year _____

County of _____, State of _____

SEAL

My Commission Expires _____

Notary Public's or
ITD Agent's Signature _____