

How to fill out 3404 — Vehicle Appraisal and Vehicle Identification Number (VIN) Inspection

Idaho · written against 3404 (Rev 10/23), issued under Idaho Code 49-523

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/forms/idaho/3404-vehicle-appraisal-
and-vin-inspection/

One sheet that does two jobs, and only a licensed Idaho dealer can sign it: this form is to be completed by a licensed Idaho dealer to determine the retail value of the vehicle and to perform a vehicle identification number inspection. The value it produces is not academic. In the bonded-title route it decides the size of the surety bond, which Idaho sets at one and a half times the appraised value and holds for three years. In the conditional-title route it decides the tax, where there is no bill of sale to work from. And the word retail is doing work in that sentence - the form asks for the appraised retail value of the vehicle and prints not trade or wholesale value beside it.

This sheet is not the form. Download the blank 3404 from the Idaho Transportation Department, Division of Motor Vehicles at <https://itd.idaho.gov/wp-content/uploads/2025/04/3404.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	Find a licensed Idaho dealer	ITD publishes a list of active Idaho dealers, and the form needs a dealer number on it. Watch out: Ask whether they will do the VIN inspection at the same time. The conditional-title procedure expressly allows it, and it saves a county visit.
2	BUYER	Have them read the VIN off the vehicle	Seventeen boxes, one character each. Watch out: Same comb as the inspection certification. If it does not match your paperwork, that is a finding, not a formality.
3	BUYER	The odometer line	Whole miles, or one of the four status boxes. Watch out: Exempt is the right box on anything model year 2010 or older, and it is what makes an old vehicle's appraisal straightforward.
4	BUYER	The appraised retail value	Retail, not trade, not wholesale - the exclusion is printed inside the label. Watch out: This is the number the bond is calculated from at one and a half times. Ask what it is before the dealer writes it down.
5	BUYER	Value Determined By	NADA, Kelley, or another named source. Watch out: A named guide is what makes the figure defensible to a county deputy. Ask which edition and which mileage they used.
6	BUYER	Dealer signs under penalty of perjury	Printed name, title, signature, date, dealership name, dealer number and address. Watch out: Check the dealer number is filled in. It is the box that turns a piece of paper into an appraisal Idaho will accept.
7	YOU	Take it into the process it belongs to	The bonded-title packet, or the conditional-title file, along with the indemnifying affidavit and the records. Watch out: It is one document among six or seven. The Bonded Title Application Instructions list the whole packet, and turning up short means starting the queue again.

What gets this one rejected

- An appraisal by anybody who is not a licensed Idaho dealer. The form's first line restricts it, and the dealer number box is how it is checked.
- A trade or wholesale figure. The label rules them both out by name - it wants the appraised retail value.
- A value with no method beside it. Value Determined By is a required part of the answer, not a footnote.
- An inspection that did not happen. The certification is that the vehicle has been physically inspected, sworn under penalty of perjury.
- Using it as an ownership document. Like ITD 3403, it establishes facts about a vehicle and nothing about who owns it.

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

Read off 3404 (Rev 10/23) and the Idaho Transportation Department, 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.

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Vehicle Appraisal and Vehicle Identification Number (VIN) Inspection Idaho Transportation Department

ITD 3404 (Rev. 10/23)
dmv.idaho.gov

This form is to be completed by a licensed Idaho dealer to determine the retail value of the vehicle and to perform a Vehicle Identification Number (VIN) inspection

Model Year 1989	Make Chevrolet	Model K1500	Body Style Pickup	Vehicle Identification Number (VIN) <table border="1"> <tr> <td>1</td><td>G</td><td>C</td><td>E</td><td>K</td><td>1</td><td>4</td><td>K</td><td>9</td><td>K</td><td>E</td><td>1</td><td>6</td><td>2</td><td>5</td><td>3</td><td>8</td> </tr> <tr> <td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td><td>12</td><td>13</td><td>14</td><td>15</td><td>16</td><td>17</td> </tr> </table>	1	G	C	E	K	1	4	K	9	K	E	1	6	2	5	3	8	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
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1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17																						
Odometer Reading (no tenths)		☐ Not Actual – <u>Warning</u> Odometer Discrepancy ☒ Exempt																																				
		☐ Exceeds Mechanical Limits ☐ No Odometer																																				
Appraised Retail Value of Vehicle (not trade or wholesale value)																																						
\$4,750.00		Value Determined By (NADA, Kelly, etc.) NADA clean retail, August 2026																																				

I certify under penalty of perjury pursuant to the law of the State of Idaho that the following is true:

- The vehicle described above has been physically inspected and that the information above is correct.
- The signature below is my true and legal signature.

Dealer Name Lemhi Valley Motors		Dealer Number D-3902	Business Phone Number (208) 555-0148	
Dealer Address 1120 Main St		City Salmon	State ID	Zip Code 83467
Authorized Dealer Representative's Name (Printed) Marguerite O. Ferrante	Title Sales Manager	Authorized Dealer Representative's Signature X		Date 08/14/2026