

How to fill out 3858 — Notice of Release of Liability

The only document in an Idaho sale that is yours alone. Section 49-526 requires a separate release-of-liability statement from the owner on every transfer, forwarded to the department within five days of delivery, and what it buys is written into the statute: a former owner who files it is not liable for motor vehicle infractions, towing, storage, repair or service charges arising after the vehicle was handed over. Until it lands you are still the owner of record, and the buyer has thirty days of their own before they have to do anything at all. The form is two pages - one page of instructions and boxes, and a second listing the mailing address of every county assessor's motor vehicle office in Idaho.

This sheet is not the form. Download the blank 3858 from the Idaho Transportation Department, Division of Motor Vehicles at <https://itd.idaho.gov/wp-content/uploads/2025/03/3858.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	The vehicle line	VIN, year, make, body style and title number across the top rule. Watch out: The title number is the one people leave blank. It is printed on the face of the certificate, and it is also what the online service asks for first.
2	YOU	Your name, number and physical address	Down the left column: full legal name, driver's licence number or SSN, and where you actually live. Watch out: Instruction 4 says physical address. A PO box is where the department writes to you, not where you are.
3	YOU	The purchaser's name, number and address	Down the right column, taken off their driver's licence at the handover. Watch out: This is the hardest field to fill in afterwards. Photograph their licence while they are standing in front of you, not after they have driven off.
4	YOU	Odometer reading and selling price	The same two figures that went on the title and the bill of sale. Watch out: Section 49-526(1) lists both as required content. A notice missing the price is a notice the department can decline to record.
5	YOU	Date Vehicle Delivered to Purchaser(s)	The day the buyer took the car. This is the box the deadline is measured from. Watch out: Delivery, not agreement. If they paid on Tuesday and collected on Saturday, the five days start on Saturday.
6	YOU	Sign and date	One signature, one date. No notary, no witness. Watch out: If the vehicle is in a business name, print your job title, the business name and its EIN alongside - instruction 10 asks for all three.
7	YOU	File it, and pick the cheaper route	Online at DMVonline.ITD.Idaho.gov, or by post or in person to your county assessor with \$3.50. Watch out: Online is processed immediately and the statute disapplies the fee for an electronic filing. The paper route needs the right county address off page two.
8	YOU	Now take the plates off	The note in the middle of this form is an instruction, not a reminder: the plates and the registration card are yours. Watch out: Move them onto your next vehicle for the five-dollar transfer fee in section 49-431(1)(a) and the unused registration time goes with them. If there is no next vehicle, ITD 3438 cancels the plate, the registration or both.

What gets this one rejected

- Sending it for a lien change. Instruction 1 is explicit - this form is for registered owner transfers only, and not to be submitted when only recording, releasing or changing lienholders.
- Cash in the envelope. The form says it twice: do not mail cash. A cheque or money order for three dollars and fifty cents, made payable to the DMV.
- Posting it to Boise. The paper route goes to your local county assessor motor vehicle department, and the second page of the form lists all 44 addresses.
- Filing it more than five days after delivery. The statutory window is five days from delivery of the vehicle to a dealer, purchaser or other transferee.
- Guessing at any of it. Section 49-526(3) makes it unlawful to knowingly file or attempt to file a release of liability statement containing false information.

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



\$3.50 Fee

Notice of Release of Liability
Idaho Transportation Department

\$3.50 Fee

ITD 3858 (Rev 10/23)
Supply #01-968310-1
dmv.idaho.gov

WAIT! GO ONLINE! Instead of completing this form, submit your Notice of Release of Liability online at **DMVonline.ITD.Idaho.gov**, and your notice will be processed immediately!

Do Not Mail Cash (See instructions under Titled Owner)

Titled Owner

Upon sale or transfer, you must sign the title over to the purchaser. According to Section 49-526, Idaho Code, you may also do the following within five (5) days of delivery to the purchaser:

- Fill out the top of this form;
- Attach a check or money order for THREE DOLLARS and FIFTY CENTS (\$3.50) made payable to the DMV.
- Mail or return this form and payment to your local county assessor motor vehicle department. **See addresses on back.**

If you are a lienholder, and the title is being sent directly to a dealer or purchaser, you may complete this form on behalf of the registered owner.

Instructions

1. This form is for registered owner transfers only. Do not submit when only recording, releasing, or changing lienholders.
2. Enter the vehicle description.
3. Print the full legal name(s) of the seller(s), and the sellers Driver's License number or SSN.
4. Print the physical address of the seller(s).
5. Enter the odometer reading at the time of sale.
6. Enter the selling price.
7. Enter the date you delivered the described vehicle.
8. Enter the purchaser(s)' full legal name(s), Driver's License number, and physical address.
9. Sign your name and add the date you signed in the appropriate space.
10. If you are signing for a business, print your title, the business name, and the businesses EIN.

This form may be used to provide the information required for a Release of Liability, which may protect you from liability for death or injury, property damage, motor vehicle infractions, towing, storage, repair or service charges involving the vehicle that may occur after delivery of the vehicle to the purchaser.

Please print the following information clearly.

Vehicle Identification Number (VIN)	Year	Make	Body Style	Title Number	Tag Number (ITD Use Only)
4S4BSANC5G3241097	2016	Subaru	Wagon	1740926358	T

Seller's Full Legal Name			Purchaser's Full Legal Name		
Waverly J. Kittleson			Harlan P. Amsberry		
Driver's License Number or SSN			Driver's License Number		
KI492817T			AM613048R		
Physical Address			Physical Address		
812 N Boyer Ave			4427 W Malad St		
City	State	Zip	City	State	Zip
Sandpoint	ID	83864	Boise	ID	83705
Odometer Reading	Selling Price		Date Vehicle Delivered to Purchaser(s)		
118,540	\$ 13,400.00		08/11/2026		

***Note:** Remove your vehicle license plates upon sale or transfer! You may transfer the plates through a DMV office to another vehicle you own.

I hereby request that the Idaho Transportation Department mark its motor vehicle records to indicate that I have transferred the vehicle described above under the provisions of Section 49-526, Idaho Code, which addresses vehicle transfers. However, I understand that the motor vehicle record will remain in my name until a new Idaho Certificate of Title is applied for and issued recording the name of the new owner. I also understand that it is unlawful to knowingly file a release of liability which contains false information.

Seller(s) Signature **X** _____

Date 08/14/2026