

How to fill out TR-39a — Electronic Title Sales Agreement

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/forms/kansas/tr-39a-electronic-title-sales-agreement/

Kansas · written against TR-39a (07/24), issued under K.S.A. 8-135d and 8-135(c)(7)

The form that lets a Kansas car be sold before its title exists on paper. The sheet opens with the fact that makes it necessary: as of January 2003, the Division will not issue a vehicle title of any type when there is a lien recorded on it. Pending the release of lien and the issuance of the certificate, this agreement gets the buyer a 60-day temporary registration, binds you to deliver the properly assigned paper title within sixty days of the date of sale, personally or by registered or certified mail - and it shouts its own limit in capitals: the official transfer of ownership must be obtained by assignment of the Kansas certificate of title.

This sheet is not the form. Download the blank TR-39a from the Kansas Department of Revenue, Division of Vehicles at <https://www.ksrevenue.gov/pdf/tr39a.pdf?f=ks-tr39a.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 and the price	Year, make, style and VIN, then the date of sale and delivery and the purchase price. Watch out: The date doubles as the date of this agreement, and every deadline on the sheet - the buyer's permit, your delivery promise, the penalty line - runs from it.
2	YOU	The salvage question	Is this a nonhighway or salvage vehicle - Yes or No. Watch out: Answer it honestly and read the consequence printed beside it: a Yes means the vehicle is not to be operated on public roadway, permit or no permit.
3	YOU	Your band, and your lender	Owner name(s), address, and the lienholder's name and address exactly as the registration receipt shows them. Watch out: Attach that registration receipt - the form requires it to show both your name and the lienholder's, and prescribes a duplicate registration from the county if yours does not.
4	YOU	The buyer's band	Their name(s) and address, plus their own lienholder if a lender is financing the purchase. Watch out: You are the one filling it in - the instruction gives the whole sheet to the seller - so copy from the buyer's license, not from what they tell you over the hood.
5	YOU	Sign, print, and have them do the same	Your signature and date with your hand printed name, then the buyer's acknowledgement signature and hand printed name. Watch out: The instructions void the form without all four. This is also the moment to hand over copies - original to buyer, seller should keep copy, printed at the sheet's foot.
6	YOU	Deliver the title inside sixty days	Pay off the lien, receive the clear paper certificate, assign it completely, and deliver it personally or by registered or certified mail. Watch out: Registered or certified mail is not decoration - it is the form's named delivery method and your proof of the date. Ordinary first-class post proves nothing if the sixty days are ever argued about.

What gets this one rejected

- An incomplete sheet. The instructions are blunt: this form must be filled out in its entirety by the seller, and this form is only valid if all information has been obtained.
- No registration receipt attached. The seller must attach a copy of the vehicle's current registration receipt showing their name as owner and the lienholder's name - and if the receipt is missing or shows no lienholder, the fix the form prescribes is a duplicate registration or vehicle record verification from a county treasurer's office.
- Leaving it in a drawer instead of the glovebox. The form must be in the vehicle while it is in operation on the 60-day permit, or while the buyer is running a plate they are about to transfer.
- Treating it as the transfer. The capitals on the sheet decide this one - ownership moves only by assignment of the Kansas certificate of title, which is why the sixty-day delivery promise exists at all.
- Missing the sixty days. Blow the delivery window and the underlying statute's default rule resurfaces: a sale without assignment of the certificate of title is fraudulent and void.

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

Read off TR-39a (07/24) and the Kansas Department of Revenue, Division of 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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KANSAS
DEPARTMENT OF REVENUE
DIVISION OF VEHICLES
www.ksrevenue.gov

**ELECTRONIC TITLE
SALES AGREEMENT**

As of January 2003, the Kansas Division of Vehicles will not issue a vehicle title of any type when there is a lien recorded on it. Pending the release of lien and the issuance of the Kansas certificate of title, this sales agreement may be used to obtain a 60 day temporary registration (60 day permit). This sales agreement may also be used when displaying a current registration (license plate), from a vehicle that has been disposed of, on the newly acquired vehicle for a period not to exceed 60 days from date of sale and delivery. The registration (license plate) must be transferred to the vehicle described herein when applying in the county treasurer's motor vehicle office for title and registration.

THE OFFICIAL TRANSFER OF OWNERSHIP MUST BE OBTAINED BY ASSIGNMENT OF THE KANSAS CERTIFICATE OF TITLE.

INSTRUCTIONS

- This form must be filled out in its entirety by the seller and the signature and hand printed name of both the seller and buyer must be affixed. This form is only valid if all information has been obtained.
- Seller must attach a copy of the vehicle's current registration receipt showing their name as owner and the lienholder's name. If the seller does not have the current registration receipt for the vehicle and/or the registration receipt does not indicate a lienholder name has been added to the record, the owner must obtain a duplicate registration or vehicle record verification from a county treasurer's motor vehicle office.
- Buyer may submit this form and proof of insurance to any Kansas County Treasurer's Motor Vehicle office to obtain a Kansas 60 day permit.

NOTE This form **must be** in the vehicle while it is in operation using a 60 day permit or while using a current Kansas license plate that will be transferred at the time of application for title and registration by the purchaser. **If application for title and registration is not made within 60 days of the date of sale and delivery (date of this agreement), penalty and interest will be assessed.**

VEHICLE INFORMATION

Please Type or Print

2019 Year Kia Make Sedan Style 3KPF24AD9KE201936 VIN

Date of Sale and Delivery: Month 08 Day 03 Year 2026 Purchase Price \$ 13,400

Date of this Agreement

Is this a nonhighway or salvage vehicle? ☐ Yes* ☒ No * If Yes, vehicle is NOT to be operated on public roadway.

3 **SELLER** Owner's Name(s) Gervase P. Regier

9127 W 79th Ter Overland Park KS 66204

Cottonwood Draw Credit Union 447 E Crawford St Salina KS 67401

Address City ST ZIP

LienHolder's Name Address City ST ZIP

4 **BUYER** Name(s) Marcellus O. Toews

15210 S Blackbob Rd Olathe KS 66062

Address City ST ZIP

(If Applicable) LienHolder's Name Address City ST ZIP

This agreement is entered into by and between the parties listed hereon as seller(s) and buyer(s) on the date recorded above.

Seller has a lien recorded with the Kansas Division of Vehicles, which is holding a Kansas Electronic Title for the vehicle listed herein and certifies that the same vehicle has been sold to the person(s) shown as buyer(s). The Kansas Division of Vehicles cannot issue a negotiable Kansas Certificate of Title in the name of the seller until all liens and/or encumbrances have been paid by or for the seller. Seller agrees to deliver the properly assigned Kansas Certificate of Title (paper title) to the buyer(s) personally or by registered or certified mail within sixty (60) days from the date of sale and delivery (date of this agreement) of the vehicle (inclusive of weekends and holidays).

I, the undersigned, hereby swear or affirm that I am the owner and am selling the motor vehicle described herein to the person(s) listed as buyer(s) and that the information provided in this Electronic Title Sales Agreement is true and correct to the best of my belief. I am aware that the law provides severe penalties for making false statements under oath.

Owner/Seller's Signature(s) _____ Date 08/03/2026

Same Person(s) Hand Printed Name Gervase P. Regier

Buyer's Acknowledgement

Signature _____ Same Person(s) Hand Printed Name Marcellus O. Toews

TR-39a www(07/24)

Original to Buyer – Seller Should Keep Copy