

How to fill out VR-103 — Application for Maryland Gift Certification

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Maryland · written against VR-103 (04-26), issued under Maryland Transportation Article, Section 13-810(c) /forms/maryland/vr-103-application-for-maryland-gift-certification/

The form that turns a transfer with no money in it into an excise-tax-free one, and it works only inside a printed list of relationships. Handing a car to a son, a daughter-in-law or a grandparent uses this; handing one to a cousin, a friend or a partner you are not married to does not, and the MVA charges the tax on book value instead. Its reverse carries something no other Maryland form does: a completed picture of the back of a certificate of title.

This sheet is not the form. Download the blank VR-103 from the Maryland Motor Vehicle Administration at <https://mva.maryland.gov/media/161?f=VR-103.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 relationship grid	Tick the one word in the grid that describes what the receiver is to you. Watch out: Read the list before you promise anybody a tax-free car. Cousins, nephews under the aunt-or-uncle rule, unmarried partners and friends are all absent from it, and there is no discretion at the counter.
2	YOU	Vehicle Year, Make, Title Number	Three boxes on the vehicle row, copied from the face of the certificate. Watch out: The title number is the eight-digit figure at the top right of the certificate, and the MVA's own guidance is not to use the red control number printed above it.
3	YOU	Vehicle Identification Number	The wide box at the end of the vehicle row. Watch out: Take it from the title. The plate riveted to the dashboard is the same number, but a title that has been mis-keyed once will keep being mis-keyed if you copy from the car instead.
4	YOU	Giver - Full Name(s)	One wide rule. Every owner printed on the front of the certificate goes on it. Watch out: If the title names two people, both are givers here and both sign below. A gift signed by one of two joint owners is not a complete transfer.
5	BUYER	Receiver - Full Name(s) and Relationship to Giver	The names of everyone taking the car, and the relationship word from the grid. Watch out: Where surnames differ, put the proof in the envelope now - a marriage certificate or a birth certificate - because the form asks for it and an application without it stops.
6	YOU	Odometer Reading	Whole miles, no tenths, with the two exception boxes beside it. Watch out: The federal disclosure applies to a gift exactly as it applies to a sale. Nothing about the absence of money makes the mileage optional.
7	YOU	Signature of Giver and Co-Giver	Two signature and date pairs under the giver's certification. Watch out: The sentence you are signing says no money or other valuable consideration is involved in this transfer. If there is a price, however small and however friendly, this is the wrong form and a bill of sale is the right one.
8	BUYER	Signature of Receiver and Co-Receiver	The matching pair under the receiver's certification, at the foot of the sheet. Watch out: Both certifications have to be signed. It is genuinely common for one half of this form to come back empty because it looks like a repeat of the block above it.

What gets this one rejected

- A relationship that is not one of the twenty-four printed on the sheet. The form says so in its first sentence: if you are not a member of the immediate family as noted below, this form cannot be used.
- Different surnames with no proof of relationship attached, which the form asks for on its face.
- A signature from the giver and none from the receiver, or the other way round. Both certifications are separate and both are required.
- A gift where money did change hands. The certification both parties sign says no money or other valuable consideration is involved, and the transfer is not being made contrary to Maryland Vehicle Laws.
- An open lien with nothing from the lender. Where the lien is unsatisfied the MVA wants a statement from the lienholder authorising the transfer, and lien release letters have to arrive with photo identification of whoever is presenting them.
- An odometer box left empty because it feels like a formality on a family transfer. It is the same federal disclosure as any other sale.

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

Read off VR-103 (04-26) and the Maryland Motor Vehicle Administration'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



6601 Ritchie Highway, N.E.
Glen Burnie, Maryland 21062

VR-103 (04-26)

Application for Maryland Gift Certification

If you are not a member of the immediate family as noted below, this form cannot be used. If the vehicle transfer qualifies as a bona fide gift, this form must be completed and submitted with the properly assigned Maryland title. If last names are not the same, proof of relationship must be submitted with this form.

Spouse	Father	Son	Daughter	Sister	Grandmother
Mother	Stepfather	Adopted Son	Adopted Daughter	Half Sister	Grandchild
Stepmother	Father-in-Law	Stepson	Stepdaughter	Brother	*Uncle
Mother-in-Law	Grandfather	Son-in-Law	Daughter-in-Law	Half-Brother	*Aunt

*For more information, please see the other side of page

Vehicle Title Information

Vehicle Year	Make	Title Number	Vehicle Identification Number
2016	Honda	38774106	2HKRW2H5XGH612480

Giver - Full Name(s)

Rosalind T. Purnell

Receiver - Full Name(s)

Marguerite A. Purnell

Relationship to Giver

Daughter

Federal and State law requires that you state the mileage in connection with this transaction. Failure to complete or providing a false statement may result in fines and/or imprisonment. I certify to the best of my knowledge that the odometer reading is the actual mileage of the vehicle unless one of the following statements is checked:

118940

Odometer Reading (no tenths)

☐ 1. The mileage stated is in excess of its mechanical limits

☐ 2. The odometer reading is not the actual mileage.

Warning Odometer Discrepancy.

To be completed by giver(s) of vehicle: I/we certify under penalty of perjury that all statements made herein are true and correct to the best of my/our knowledge, information and belief. I/we further certify that no money or other valuable consideration is involved in this transfer. The transfer is not being made contrary to Maryland Vehicle Laws.

Rosalind Purnell

08/12/2026

Signature of Giver

Date

Signature of Co-Giver

Date

To be completed by recipient(s) of vehicle: I/we certify under penalty of perjury that all statements made herein are true and correct to the best of my/our knowledge, information and belief. I/we further certify that no money or other valuable consideration is involved in this transfer. The transfer is not being made contrary to Maryland Vehicle Laws.

Marguerite Purnell

08/12/2026

Signature of Receiver

Date

Signature of Co-Receiver

Date

Instructions on reverse*