

How to fill out MV204 — Application for Claim Release Ownership Document

Montana · written against MV204 (2/24), issued under MCA 61-3-211(8), claim release statement to an auto auction dealer

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An auto auction dealer's form, and a seller should know it exists rather than expect to fill it in. When an insurer settles a total loss and cannot obtain the certificate of ownership from the titled owner, MCA 61-3-211(8) lets it give the auction a claim release statement instead; the auction then notifies the owner and the lender and applies on this form for an ownership document. It is the mechanism by which a car can leave your name without you signing anything - which is precisely why an owner who has settled a claim and then heard nothing should read it.

This sheet is not the form. Download the blank MV204 from the Montana Department of Justice, Motor Vehicle Division, Vehicle Services Bureau at <https://mvdmt.gov/wp-content/uploads/2023/10/MV204-Application-for-Claim-Release-Ownership-Documents-Fillable.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	OTHER	The applicant is an auto auction	Business name and identification number, addresses with counties, email and phone. Watch out: If your name would go in this box, you are on the wrong form. The certifications underneath are about an auction dealer's compliance with MCA 61-3-211(8).
2	OTHER	The vehicle, and the title it lacks	VIN, year, make, model, body style, colour, title number, title date and issuing state. Watch out: The title number is recorded even though the certificate is not in hand - it is how the department finds the record it is about to override.
3	OTHER	The insurer, and when it acquired ownership	The insurance company's name and address, and the date the insurer acquired ownership. Watch out: This date is the hinge of the whole application. Everything the auction certifies happened after it.
4	OTHER	Five certifications, then a signature	Salvage definition, VIN comparison, claim release statement received, notice sent to owner and lender, full compliance with MCA 61-3-211(8). Watch out: Two of the five are about notifying you. If you are the owner and no notice arrived, those are the certifications to ask about first.

What gets this one rejected

- An individual filing it. The certifications are about what an auto auction dealer did under MCA 61-3-211(8); a private owner cannot truthfully make them.
- A trailer, snowmobile or side by side. The applicant section rules them out by name.
- A certification that notice was sent when it was not. Two of the five bullets are about the notice to the owner and the lender, and they are the substance of the whole application.
- A missing insurer name or acquisition date. The claim release statement comes from the insurer, and the department is being asked to accept it in place of a title.
- A VIN taken from the paperwork. The certification says it was compared with the number on the vehicle, and on an auction lot that is a physical check.

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



Application for Claim Release Ownership Document

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P.O. Box 201431 Helena, MT 59620-1431 • Phone (406) 444-3661 • Fax (406) 444-0116 • mvdtitleinfo@mt.gov • mvdmt.gov

Fees: \$12:36 for light vehicles, trucks and buses weighing less than one ton (fees include 3% administration fee per § 61-3-111).

Applicant Section I am/we are the applicant(s) making claim of ownership on the following motor vehicle (defined as self-propelled vehicles designed to transport on MT highways), it does not include non-motorized trailers, vehicles designed for off-road use including motorcycles, quadricycles, side by sides, snowmobiles, or vessels.

1. Applicant Business Name: <i>Yellowstone Valley Auto Auction</i>		DL/FEIN/Tribal ID/Corp. ID* <i>81-0555017</i>		
2. Business Address: <i>3390 Old Hardin Rd</i>	City: <i>Billings</i>	State: <i>MT</i>	Zip Code: <i>59101</i>	County: <i>Yellowstone</i>
3. Mailing Address: <i>PO Box 31188</i>	City: <i>Billings</i>	State: <i>MT</i>	Zip Code: <i>59107</i>	County: <i>Yellowstone</i>
Email Address: <i>titles@example.com</i>	Phone Number: <i>(406) 555-0126</i>			

4. Certificate of Ownership (title or salvage certificate) mailing address if different than above (e.g., mail to auction, etc.)

Business associated with this address: _____

Street/P.O. Box: _____ City: _____ State: _____ Zip: _____

Vehicle Description	5. Vehicle/ Identification Number <i>9K5HCA7RXJM806341</i>			
6. Year <i>2016</i>	7. Make <i>Subaru</i>	8. Model <i>Forester</i>	9. Body Style <i>Wagon</i>	10. Color <i>Blue</i>
When insurer does not surrender the Certificate of Ownership, complete fields 11-14:		11. Title No. <i>3B4027118</i>	12. Title Date <i>03/18/2022</i>	13. Issuing State <i>MT</i>

14. Business Name and Address:
Sapphire Ridge Mutual Insurance Company
2200 Rimrock Center, Billings, MT 59102

Ownership Date Date insurer acquired ownership: *07/21/2026*

Certification by Applicant Under penalty of law (§ 45-7-203, MCA), I certify that:

- The vehicle described above meets the definition of a salvage vehicle pursuant to § 61-3-210, MCA.
- I have compared the vehicle identification number shown on the face of this application with the vehicle identification number affixed to the vehicle and they agree.
- The insurer provided a Claim Release Statement to the auto auction dealer pursuant to § 61-3-211(8), MCA.
- The auto auction dealer sent notice to the vehicle owner and lender as required in § 61-3-211(8), MCA.
- The auto auction dealer has complied with all requirements outlined in § 61-3-211(8), MCA.

Signature Certification

- Under penalty of law (§ 45-7-203, MCA), I certify that the statements made and information contained on this form are true and correct to the best of my knowledge, information, and belief; I am the person named on this form; and, if signing for a business entity or trust, I have full authority to do so.

08/25/2026

Date:

Yellowstone Valley Auto Auction

Signature – this is my legal signature

Halden R. Vasquez-Peiffer

If applicant is a Business Entity, give full name

Printed Name of Applicant

*DL-Drive10 License Number; FEIN – Federal Employer Identification Number; Tribal ID – Tribal Identification Card; Corp. ID – Corporate Identification; CID – Customer Identification Number