

How to fill out MVD-10002 — Application for Vehicle Title and Registration

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New Mexico · written against MVD-10002 (Rev 05/24), issued under NMSA 1978 §§66-5-201 through 66-5-239 (the financial responsibility notice printed on the form)

/forms/new-mexico/mvd10002-title-and-registration-application/

The single sheet every New Mexico transfer funnels into, and mostly not the seller's to fill. The buyer files it; the counter completes the fee ladder down its right edge - sale price, less trade-in, net excise tax, registration, penalties. What makes it a seller's document anyway is the block across its middle: a full federal odometer disclosure with a printed name, signature and date line for the seller as well as the purchaser, so your pen touches this application even though it is not your application.

This sheet is not the form. Download the blank MVD-10002 from the New Mexico Taxation and Revenue Department, Motor Vehicle Division at <https://realfile.tax.newmexico.gov/mvd10002.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	BUYER	The vehicle block	VIN, year, make, model, colours and body type, copied from the face of the certificate rather than from the car or from memory. Watch out: Seventeen characters for anything 1981 or newer, checked against the title character by character. A transposed pair here is the commonest reason a packet makes two trips.
2	BUYER	Type of Title: 02	The printed code list at the top right. A private-party purchase is 02, Title Transfer. Watch out: 04 is a duplicate and 03 a lien release - picking those codes changes what the counter processes, not just what it is called.
3	BUYER	Registered owner name and address	The buyer as their identification spells them, at a bona fide New Mexico residence address - a post box alone does not register a car. Watch out: Two owners must choose a connective here. 'Or' lets either sell alone later; 'and' requires both signatures on everything, and the division will not write 'and/or' on a new title.
4	BUYER	Date Purchased	The assignment date from the certificate - the day the deal was actually signed. Watch out: This date is checked against the title and any bill of sale, and the earliest one governs the 30-day requirement. An optimistic later date is a discrepancy, and discrepancies are rejectable.
5	YOU	The odometer reading	Whole miles into the blank that says (no tenths), matching the reading on the certificate's assignment exactly. Watch out: Two documents from one sale disagreeing about the mileage is precisely what the prescreen exists to catch. Copy the number, do not re-read the dash a week later.
6	YOU	One of three mileage codes	AM, EL or NM. There is no exempt box on this form - the three printed choices are the whole menu. Watch out: On a pre-2011 vehicle that federal law exempts, the clerk records the exemption in the system; do not tick NM to approximate it, because NM is a warning brand that follows the vehicle.
7	YOU	Seller's name, signature and date	Print, sign and date under the certification. This is the only place the seller touches the application. Watch out: The sentence you are signing is a federal certification with criminal penalties for fraud. Sign it the way the certificate spells your name, on the day you actually hand the car over.
8	BUYER	Purchaser's name, signature and date	The buyer countersigns the same certification, acknowledging the reading and the code. Watch out: Do this at the car, together. The clerk verifies both acknowledgements, and a missing one sends the buyer back to find you.
9	LENDER	Lien holder blocks - or nothing	Only if the buyer is financing: the lender's name, mailing address, file date and maturity date, exactly complete. Watch out: The division names the specific omissions that bounce an application: lien file and maturity date, lienholder name and mailing address. An authorized agent can fax or email the missing pieces, but only after the delay has happened.
10	DEALER	The fee column stays empty	Sale price through net registration, down the right edge, marked for the division's use. Watch out: The counter computes the excise tax here, against the higher of your declared price or the book-value floor the division applies to private sales. Writing your own arithmetic in the column reads as alteration.

What gets this one rejected

- A missing seller signature on the odometer disclosure. The clerk is instructed to verify that the seller and purchaser both acknowledge the reading, and half of that pair cannot be supplied at the counter.
- A lien block with the file date, maturity date, or the lender's mailing address missing - the manual lists exactly those omissions as grounds to return the application.
- A purchaser name that differs from the assignment on the certificate. The names on the application must match the names on the ownership document, in the same connective.
- A date purchased that contradicts the earliest signed document. The division dates the sale from the first assignment - title, bill of sale or invoice - not from what is typed here.
- Highlighting anywhere on the sheet. Highlighted entries are lost when the document is scanned, and the manual makes highlighted documents rejectable on that ground alone.
- Anything written in the Division Use Only fee column - those figures are the counter's arithmetic, and an applicant's entries there read as alteration.

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

Read off MVD-10002 (Rev 05/24) and the New Mexico Taxation and Revenue Department, Motor Vehicle Division'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



STATE OF NEW MEXICO
TAXATION & REVENUE DEPARTMENT
MOTOR VEHICLE DIVISION
**APPLICATION FOR VEHICLE
TITLE AND REGISTRATION**
MVD-10002 REV. 05/24

Title Number

**DIVISION
USE ONLY**

**- PLEASE READ
IMPORTANT
INFORMATION
ON REVERSE SIDE -**

Vehicle Identification Number 4S4BRBAC3E3201573		Year 2014	Make Subaru	Model / Series Outback	Number of Liens 0	Color(s) GRN	Major GRN	Minor
Secondary ID Number		Wt./Wheels	First Year Reg.	Date of Issue	Type of Title		01 - First Time 02 - Title Transfer 03 - Lien Release 04 - Duplicate 05 - No Fee Corr. 11 - Non-Negotiable	
Name and Mailing Address of Registered Owner(s) Renata S. Gallegos, 2716 Chessman Loop NE, Rio Rancho, NM 87124			DGVW	Cyls.	Body Type SW	Type of Fuel (G) - Gasoline (D) - Diesel (L) - Liquefied (O) - Other	Odometer * 106,238	
			License Plate Number(s)		Vehicle Brand		Vehicle Class	
			Title Use 02	Previous Title No. and State		Date Purchased 08/14/26		
Fleet Number	Commercial Vehicle	"2290"	2-Year Registration	# of Passengers	# of Doors	Add to Nontraditional Communication/Disability Registry? ☐ Yes Must also submit form MVD-10126		
1st Reg. Owner's Social Security / Employer Identification / CRS No.			1st Reg. Owner D.O.B. 06/23/1991		N.M. Driver License No. 104382957			
FIRST LIEN HOLDER	File Date	Maturity Date		SECOND LIEN HOLDER	File Date	Maturity Date		
Name and Address				Name and Address				
Canceled Plt. No.	Dealer Lic. No.	Mobile Home Size	Cnty.	Approximate Location (Mobile Home)				Suspended By:
Trade-In VIN (If Applicable)				REG. EXPIRATION: MONTH DAY YEAR				Cleared By:
Residence Address If Different Than Mailing Address				Reg. Sticker Number:				Sale Price:
				IMPORTANT: THERE IS A PENALTY CHARGE FOR FAILING TO RENEW BY THIS DEADLINE.				Less Trade-In:
*ODOMETER DISCLOSURE STATEMENT								Net Difference:
FEDERAL AND STATE LAW REQUIRES THE TRANSFEROR (SELLER) OF A VEHICLE TO STATE THE ODOMETER MILEAGE UPON TRANSFER OF OWNERSHIP. ANYONE CONVICTED OF A FRAUDULENT ODOMETER STATEMENT WILL BE SUBJECT TO FINES AND / OR IMPRISONMENT.								90 Net Excise Tax:
I hereby certify that the ODOMETER READING of the vehicle described above is: 106,238 (no tenths) miles and that to the best of my knowledge stated mileage is (check one of the following):								Registration:
Mileage Codes ☒ THE ACTUAL MILEAGE (AM) ☐ MILEAGE IN EXCESS OF MECHANICAL LIMITS (EL)* ☐ WARNING: NOT THE ACTUAL MILEAGE - ODOMETER DISCREPANCY (NM)*								52 Late Reg. Penalty:
Ysidro T. Maes		X Ysidro Maes		08/14/26		51 Vets. Allowance:		
Printed Name of Seller		Signature of Seller		Date of Statement		Net Registration:		
Renata S. Gallegos		X Renata Gallegos		08/14/26		Spec. Plate Fee:		
Printed Name of Purchaser		Signature of Purchaser		Date of Statement		61 Admin. Fee:		
NOTICE: Payment of the registration fee and acceptance of the application by the Motor Vehicle Division constitutes an affirmation that the applicant for title and registration has complied with the requirements of the Mandatory Financial Responsibility Act, NMSA 1978 §66-5-201 through 66-5-239.								55 Transaction Fee:
APPLICANT CERTIFICATION: I (We) hereby certify that the information given herein is true and correct to the best of my (our) knowledge and affirm that I (we) have complied with the requirements of the Mandatory Financial Responsibility Act with respect to this vehicle. See reverse side.								70 Late Transfer Fee:
Renata S. Gallegos		X Renata Gallegos		08/14/26		72 Duplicate Title Fee:		
Printed Name of 1st Registered Owner		Signature of 1st Registered Owner		Date of Statement		TOTAL FEES:		
Printed Name of 2nd Registered Owner		Signature of 2nd Registered Owner		Date of Statement		\$		
The Division is not responsible for false or fraudulent statements the applicant/registered owner makes in connection with this application, nor is the Division liable for lien recording errors. The registered owner must notify the Division of any errors contained in the title and registration issued pursuant to this application.								
NCIC Check by								
ACCEPTED BY: Signature of M.V.D. Employee: Date:								

FINANCIAL RESPONSIBILITY INFORMATION:

THE MANDATORY FINANCIAL RESPONSIBILITY ACT (Section 66-5-201 et seq. NMSA 1978 as amended) DEFINES FINANCIAL RESPONSIBILITY AS A MOTOR VEHICLE LIABILITY POLICY WITH MINIMUM LIMITS AS REQUIRED BY THE ACT OR A SURETY BOND OR CASH DEPOSIT IN THE AMOUNT OF \$60,000. FAILURE TO HAVE EVIDENCE OF FINANCIAL RESPONSIBILITY AVAILABLE WHILE VEHICLE IS IN USE IS A MISDEMEANOR PUNISHABLE BY LAW. THE CERTIFICATE OF VEHICLE REGISTRATION MUST ALSO BE AVAILABLE WHILE VEHICLE IS IN USE.

REGISTRATION RESPONSIBILITY:

VEHICLE OWNERS WILL BE MAILED A BILL TO THEIR ADDRESS OF RECORD NOTIFYING THEM THAT IT IS TIME TO RENEW THEIR VEHICLE REGISTRATION(S). HOWEVER, THE LAW DOES NOT REQUIRE SUCH NOTICE AS A PRECONDITION FOR THE OWNER TO MAINTAIN TIMELY AND PROPER REGISTRATION. THE OWNER HAS THE RESPONSIBILITY AND IS ON CONTINUAL AND PERMANENT NOTICE OF THE NEED TO RENEW BY THE EXPIRATION DATE INDICATED ON THE LICENSE PLATE VALIDATION STICKER AND THE CERTIFICATE OF REGISTRATION.

PLATE-TO-OWNER INFORMATION:

NEW MEXICO USES A PLATE-TO-OWNER PROCEDURE FOR TRANSFERRING OWNERSHIP OF VEHICLES. UNDER THIS PROCEDURE NEW MEXICO LICENSE PLATES ARE ASSIGNED TO YOU THE OWNER RATHER THAN THE VEHICLE. WHEN DISPOSING OF A VEHICLE THE LICENSE PLATE MUST BE REMOVED BY YOU BEFORE DELIVERY OF THE VEHICLE IS MADE TO PURCHASER OR DEALER. YOU THEN HAVE THIRTY (30) DAYS IN WHICH TO REGISTER THE REMOVED PLATE WITH ANOTHER VEHICLE OF THE SAME CLASS OR RETURN IT TO A LOCAL MOTOR VEHICLE DIVISION FIELD OFFICE FOR CANCELLATION. IF YOU NEED ADDITIONAL INFORMATION ON THIS PROCEDURE, CONTACT YOUR LOCAL M.V.D. FIELD OFFICE MANAGER.

CHANGE OF ADDRESS:

BY LAW YOU MUST NOTIFY THE MOTOR VEHICLE DIVISION, P.O. BOX 1028, SANTA FE, NM 87504-1028 WITHIN TEN (10) DAYS OF ANY ADDRESS CHANGE. NOTIFICATION MAY BE BY WRITTEN LETTER OR BY COMPLETING A CHANGE OF ADDRESS CARD (FORM 10284) OBTAINED FROM A LOCAL MVD OFFICE. YOU MUST SUPPLY FULL NAME, DATE OF BIRTH AND SOCIAL SECURITY NUMBER (AS THEY APPEAR ON YOUR DRIVER'S LICENSE), YOUR NEW ADDRESS, AND THE YEAR, MAKE, LICENSE PLATE NUMBER AND VEHICLE IDENTIFICATION NUMBER OF EACH VEHICLE YOU OWN.