

How to fill out SFN 2872 — Application for Certificate of Title and Registration of a Vehicle

North Dakota · written against SFN 2872 (4-2026), issued under North Dakota Department of Transportation, Motor Vehicle Division, under NDCC 39-04 and 39-05, with the excise tax presumption at NDCC 57-40.3-08 printed on the form

[sellmycarhub.com](https://sellmycarhub.com/forms/north-dakota/sfn-2872-application-for-certificate-of-title-and-registration/)
/forms/north-dakota/sfn-2872-
application-for-certificate-of-title-and-
registration/

The department's master application: one sheet that titles a vehicle, registers it, changes a registration, or orders duplicates, with the box you tick at the top deciding which. In a private sale it is the buyer's form, not yours - but you will meet it twice. It is the form the buyer brings to the counter with your assigned certificate, and it is the form you complete yourself when you order a duplicate title or move a plate credit onto a replacement vehicle. Page two carries the thirty numbered excise tax exemptions and a damage disclosure statement.

This sheet is not the form. Download the blank SFN 2872 from the North Dakota Department of Transportation, Motor Vehicle Division at <https://dot.nd.gov/forms/sfn2872.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	Section I, Title Process	One box, ticked by the buyer. Title Process is the one an ordinary purchase needs; the duplicate column beside it belongs to a different job entirely. Watch out: Check only one is the form's own instruction. A sheet with Title Process and Registration Change both ticked comes back.
2	BUYER	Section II, the applicant and co-applicant	Applicant type, legal name, identifier type and number, telephone, and full address with county - then the same again for a co-applicant. Watch out: The names here must match the names the seller wrote into Part 1 of the certificate. Where they do not, the counter stops and asks which document is wrong.
3	BUYER	The lease question and the conjunction	Whether the vehicle is leased, and whether two owners are joined by And, Or, or And/Joint Tenants with Right of Survivorship. Watch out: Must Select One, says the form, and it means it - this is the entry that decides who has to sign when the car is sold again.
4	BUYER	Section III, the vehicle	Title number, year, make, model, body style, VIN, fuel type, colour, registered weight, and the plate and credit plate numbers. Watch out: The credit plate number is where a buyer's own removed plate goes. Leaving it blank is how a licence fee credit quietly fails to arrive.
5	BUYER	Odometer Reading and Odometer Indicator	The reading transferred from the certificate, and one of Actual Mileage, Exceeds Mechanical Limits or Not Actual. Watch out: It has to agree with what the seller certified on the title. A reading here that differs from the one on the certificate is the kind of mismatch that produces a corrected title months later.
6	BUYER	Section IV, the purchaser's certificate	Full purchase price less rebate, less any trade-in or total loss allowance, down to the difference or subtotal that the tax is worked on. Watch out: The price must be the price on the bill of sale and on the certificate. The department checks values against an industry guide, and three documents with three numbers on them is an invitation to do exactly that.
7	BUYER	The fee column	Tax at 5% of the subtotal, the title fee of \$5.00, the vehicle licence fee, any plate or credit transfer fee of \$5.00, a branch fee, and total fees due. Watch out: The abandoned vehicle disposal fee of \$1.50 printed above the title fee belongs to an initial North Dakota title, not to a car already titled in this state - and the form prints DO NOT SEND CASH beside the total for a reason.
8	BUYER	Section VI, signature and printed name	The buyer signs, dates and prints their name, certifying the vehicle will be insured and the information is correct. Watch out: Only the person applying signs. A seller signing here to speed things up is signing somebody else's certification, under a penalty clause that names a class B misdemeanor.

What gets this one rejected

- Two boxes ticked in section I. The instruction is Check only one, and a sheet asking for both a title process and a registration change is a sheet the counter cannot process.
- An applicant name that is not the buyer's legal name. Applicant Type and Applicant Number Type between them decide what identifier the department will accept, and a nickname with a driver's licence number attached is not one.
- A co-applicant with no conjunction selected. The Must Select One block exists precisely for that, and the new certificate cannot be printed without it.
- An odometer reading with no indicator ticked. Three boxes, one answer, and the department refuses a transfer without a completed disclosure where one is required.
- Fees added up from another state's arithmetic. The tax line is 5% of the difference or subtotal, the title fee is printed on the form as \$5.00, and the abandoned vehicle disposal fee of \$1.50 belongs only to an initial North Dakota title - not to a car already titled here.

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

Read off SFN 2872 (4-2026) and the North Dakota Department of Transportation, Motor Vehicle Division's own pages, current as of 2026-08-24.
Plain-language help with a form, not legal advice — where this and the agency differ, the agency governs.

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APPLICATION FOR CERTIFICATE OF TITLE & REGISTRATION OF A VEHICLE

North Dakota Department of Transportation, Motor Vehicle
SFN 2872 (4-2026)

MOTOR VEHICLE DIVISION
ND DEPT OF TRANSPORTATION
608 E BOULEVARD AVE
BISMARCK ND 58505-0780
Telephone (701) 328-2725
Website: <https://dot.nd.gov>

I. This Application is for:

(Check only one) INSTRUCTIONS ON REVERSE SIDE

☐ IRP/Prorate - Account Number:

☒ Title Process

☐ Vehicle Registration

☐ Registration Change - Reason:

☐ Utility Trailer License - \$5 Fee

☐ Permanent Trailer Plate - Check one: ☐ Farm ☐ Semi

REQUIRED: Reason for Duplicate (select one): ☐ Lost ☐ Stolen ☐ Mutilated

☐ Duplicate plates, tabs, & registration card \$5.00

☐ Duplicate tabs & registration card \$3.00

☐ Duplicate registration card only \$2.00

☐ Duplicate Title \$5.00

DO NOT SEND CASH

II. Applicant Information

Applicant Type (select one): ☒ Individual (first, middle, last) ☐ Business ☐ Lessor ☐ Trust ☐ Govt.		Applicant Legal Name <i>Desmond R. Kalvig</i>	
Applicant Number Type (select one): ☒ Driver's License ☐ FEIN	Applicant DLN or FEIN Number <i>7620418</i>	Telephone Number <i>(701) 555-0132</i>	
Mailing Address <i>908 Prairiewood Dr S</i>	City <i>Fargo</i>	State <i>ND</i>	ZIP Code <i>58103</i>
Co-Applicant Type (select one): ☒ Individual (first, middle, last) ☐ Business ☐ Lessee ☐ Trust ☐ Govt.		Co-Applicant Legal Name <i>Renee M. Kalvig</i>	
Co-Applicant Number Type (select one): ☒ Driver's License ☐ FEIN	Co-Applicant DLN or FEIN Number <i>7620419</i>	Telephone Number <i>(701) 555-0197</i>	
Mailing Address <i>908 Prairiewood Dr S</i>	City <i>Fargo</i>	State <i>ND</i>	ZIP Code <i>58103</i>
Must Select One (If Co-Applicant is included on application) ☐ And ☐ Or ☒ And/Joint Tenants with Right of Survivorship		Is the vehicle being Leased? ☐ Yes ☒ No	

III. Vehicle Information

Year <i>2017</i>	Make <i>Chevrolet</i>	Model <i>Equinox LT</i>	Body Style <i>4-Door SUV</i>
Vehicle Identification Number <i>3Z9GK5LC7H6412873</i>		Fuel Type ☐ Electric ☐ Hybrid ☐ Other	Color <i>Graphite</i>
Registered Weight <i>3,700</i>	Motor Home/Trailer Length	ND License Plate Number	Credit Plate Number
Date 1st used on ND Highways	ATV/UTV Only ☐ Straddle ☐ Side by Side	Odometer Reading <i>92,480</i>	Odometer Indicator (Check One) ☒ Actual Mileage ☐ Exceeds Mechanical Limits ☐ Not Actual

IV. Motor Vehicle Purchaser's Certificate

Full Purchase Price (less Rebate)		<i>11,650.00</i>
Less Trade-In Allowance		
Less Total Loss Allowance		
Difference/Subtotal		<i>11,650.00</i>
Tax (5% of Difference/Subtotal)		<i>582.50</i>
Abandoned Vehicle Disposal Fee	\$1.50	
Title Fee	\$5.00	<i>5.00</i>
Vehicle License Fee		<i>69.00</i>
SRP	\$25.00	
License Plate Credit Amount		
Plate or Credit Transfer Fee	\$5.00	
Branch Fee		
Duplicate Plate Fee	\$5.00	
TOTAL FEES DUE: DO NOT SEND CASH		<i>656.50</i>
Year and Make of Trade-In:		
VIN of Trade-In:		
Tax Exemption Number (instructions on reverse)		

V. Dealer and Lienholder Information

Date Acquired <i>08/21/2026</i>	Condition: ☐ New ☒ Used
Acquired From <i>Marlys J. Thorsrud</i>	ND Dealer Number
First Lienholder	
Mailing Address	
City	State ZIP Code
VI. PENALTY: Any person making any false statement on this application for license or title for which another penalty is not specifically provided is guilty of a class B misdemeanor. NDCC 39-04 and 39-05. Applicant certifies this vehicle will be insured as required by law. The applicant, under penalties of law and as rightful owner of the vehicle described on this application declares that the information set forth is correct. If vehicle is company owner, company name and title of authorized agent signing the application must be noted. NDCC 57-40.3-08. Submitting this application presumes this vehicle is being driven on North Dakota streets and highways.	
Signature <i>Desmond R. Kalvig</i>	Date <i>08/21/2026</i>
Printed Name or Business Name <i>Desmond R. Kalvig</i>	

ATTENTION TRUCK OWNERS HAULING HAZARDOUS MATERIALS:
I declare, with my signature on this application, that I am knowledgeable of the Federal or State Motor Carrier and Hazardous Materials Safety Regulations.

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(CONTINUATION OF SECTION IV. MOTOR VEHICLE PURCHASER'S CERTIFICATE)

If vehicle is exempt from tax, enter number corresponding to exemption in Section IV. (front of this form)

- | | |
|---|---|
| <p>1. Gift from (select one): ☐ Spouse ☐ Parent(s) ☐ Child
 ☐ Grandparent(s) ☐ Grandchild ☐ Sibling(s)</p> <p>Gift to (specify relationship between ALL NEW owners: <input type="text"/>)</p> <p>2. Joint Tenants with Right of Survivorship and now vehicle is being put in one name only</p> <p>3. Inheritance</p> <p>4. Change of name by (select one): ☐ Marriage ☐ Adoption ☐ Court Order</p> <p>5. Vehicle acquired through a lease purchase agreement (select one):</p> <p>☐ A. Tax was paid on the total lease consideration, tax is due on the lease buyout amount.</p> <p>☐ B. Tax was paid on the full purchase price and you have been in possession of the vehicle over one year, no tax is due.</p> <p>☐ C. Tax was paid on the full purchase price and you have been in possession of the vehicle for less than one year, tax is due on the lease buyout amount.</p> <p>6. State Fleet</p> <p>7. Lien Change</p> <p>8. Interstate Carriers - ACCOUNT NUMBER: <input type="text"/></p> <p>9. Tax paid to state that grants reciprocity to North Dakota (proof required)</p> <p>10. Public transportation provided under contract with NDDOT</p> <p>11. Dealer resale - USED vehicle</p> <p>12. Dealer resale - NEW vehicle</p> <p>13. Tribal (SFN 18085 required)</p> | <p>14. Disabled American Veteran or Former Prisoner of War - Letter of Eligibility from the Department of Veteran's Affairs is required</p> <p>15. Nonprofit senior citizens' or mobility impaired persons' corporation owned vehicle used for the transportation of the elderly or disabled.</p> <p>16. Mobility impaired person(s) purchasing specially equipped vehicle</p> <p>17. Homemade vehicle</p> <p>18. Newly formed (select one): ☐ Partnership ☐ Corporation
 Date formed: <input type="text"/></p> <p>19. Dissolved (select one): ☐ Partnership ☐ Corporation
 Date dissolved: <input type="text"/></p> <p>20. Parochial or private non-profit school buses</p> <p>21. Assembled vehicles by motor vehicle dealer (SFN 21859 required)</p> <p>22. Transfer into family trust</p> <p>23. Military home of record (select one): ☐ Entry ☐ Discharge (SFN 17147 required)</p> <p>24. Mobile Home (SFN 3004 required) or Manufactured Home (SFN 53658 required)</p> <p>25. North Dakota political subdivisions</p> <p>26. Repossession (SFN 2880 required)</p> <p>27. Non-resident military lease</p> <p>28. Total loss settlement or Salvaged</p> <p>29. Other - Specify: <input type="text"/></p> <p>30. Spousal Transfer due to Divorce (copy of divorce decree required)</p> |
|---|---|

VIII. Damage Disclosure NDCC 39-05-17.2

The damage disclosure law includes passenger cars, trucks, pickup trucks, motorcycles, and motor homes that are less than nine years old. It EXCLUDES all trailers, off-highway vehicles, and snowmobiles. A Damage/Salvage Disclosure Statement (SFN 18609) must be completed. Motor vehicle body damage disclosure requirements apply only to the transfer of certificate of title on vehicles less than nine (9) model years old.

If applicable, please submit SFN 18609 Damage Disclosure Statement with this application.

Any person who makes a false statement on this form is guilty of a Class A Misdemeanor.

Instructions:

SECTION NUMBER

- I. Check the type of application you are submitting (check only one)
- II. Complete applicant information in FULL for each owner.
- III. Complete ALL applicable vehicle information. Odometer reading required on all vehicles 2011 and newer.
- IV. Complete ALL applicable purchaser's certificate information.
 - Abandoned vehicle disposal fee of \$1.50 is due on all new and out-of-state passengers, trucks, buses, and motor homes when first titled in North Dakota.
 - Title fee is \$5.00
 - Enter license fee and pay applicable plate credit using the appropriate fee schedule.
 - If applying plate credit, enter \$5.00 plate transfer fee.
 - If a trade allowance, year, make, and VIN are required.
 - Enter the appropriate tax exemption number if an exemption for tax is claimed (see tax exemptions Section VII).
- V. Complete ALL applicable dealer and lienholder information. If needing to add a second lienholder, complete SFN 2475 Part 3: Purchaser's Certification and Application to include all lienholders.
- VI. Application must be signed with applicant's legal signature and dated.
- VII. Applicable tax exemptions
- VIII. Damage Disclosure statement SFN 18609 must be completed for all vehicles less than nine (9) model years old.