

How to fill out SFN 2903 — Vehicle Statement of Ownership

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North Dakota · written against SFN 2903 (4-2026), issued under North Dakota Department of Transportation, Motor Vehicle Division; item four on the untitled vehicle checklist at ND Admin. Rule Ch. 37-12-04-01

/forms/north-dakota/sfn-2903-vehicle-statement-of-ownership/

The applicant's own sworn account, and the second of the two notarised statements an untitled-vehicle application needs. The seller's certificate explains why there is no title; this explains how the applicant came into possession. Its scope is drawn tightly on the face of the form: it shall be used only for proof of ownership for vehicles purchased in prior years for which no manufacturer's statement of origin, bill of sale, or title was issued. It also carries an indemnity - the applicant agrees to hold the State of North Dakota and the department harmless from any and all claims arising from the transfer of title.

This sheet is not the form. Download the blank SFN 2903 from the North Dakota Department of Transportation, Motor Vehicle Division at <https://dot.nd.gov/forms/sfn02903.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 description rows	Eight entries in two rows: year, make, model, body style, then identification number, colour, fuel type and weight. Watch out: Match the seller's certificate exactly, character for character on the VIN. Two sworn statements that describe the vehicle differently are two problems, not one.
2	YOU	Vehicle Identification Number	Read off the vehicle itself, and photographed for the application. Watch out: Older vehicles carry shorter numbers than the seventeen characters modern cars use - write what is on the plate rather than padding it out.
3	YOU	Purchased From and Date Purchased	Who the applicant acquired it from, and when. Watch out: These two should agree with the seller's certificate. Where the seller has since died or cannot be traced, say so in the explanation below rather than leaving the line vague.
4	YOU	Explain how you came into possession of this vehicle	The free-text account the department decides on, and the manual asks for detail. Watch out: Include what the history check returned. A reviewer reading that no ownership record exists in any state, in your own words, is a reviewer who knows you did the first step.
5	YOU	Applicant's Legal Name and address	Your legal name, driver's licence or FEIN, telephone, and full mailing address. Watch out: Proof of North Dakota residency is item ten on the department's untitled-vehicle list - for an individual that is a North Dakota driver's licence or state identification number, which is what this block records.
6	LENDER	Liens and Encumbrances	A lienholder's name and address, where the vehicle is being financed. Watch out: Leave it empty otherwise. Its own label warns that the title will be mailed to the lien-holder, and an unfinanced vehicle with an entry here produces a certificate you have to chase.
7	YOU	Name printed and Legal Signature of Owner	Signed before a Notary Public or Authorized Officer, above the indemnity and the Class B misdemeanor penalty note. Watch out: Read the indemnity first. It commits you to defending the state against claims arising from a title issued on your account of the vehicle's history.

What gets this one rejected

- A one-line explanation. The manual asks for detail, and this is the block the Bismarck reviewer weighs - how the vehicle was found, what was paid, who had it before, and why no paperwork exists.
- Using it for a vehicle that does have a record somewhere. The form's scope is vehicles for which no manufacturer's statement of origin, bill of sale or title was issued - and if the history check finds a record in any state, the untitled route closes.
- A lienholder entered where there is none. The block's own label warns that the title will be mailed to the lienholder, so a stray entry redirects the certificate.
- Signing it without reading the indemnity. It is a positive undertaking to defend the department against claims arising from the transfer, not boilerplate.
- A vehicle description that disagrees with the seller's certificate. The two sworn statements arrive in the same envelope and are read against each other.

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

Read off SFN 2903 (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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VEHICLE STATEMENT OF OWNERSHIP

North Dakota Department of Transportation, Motor Vehicle

SFN 2903 (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>

This form shall be used only for proof of ownership for vehicles purchased in prior years for which no Manufacturer's Statement of Origin, Bill of Sale, or Title was issued.

The subscriber herein, subject to the penalties of law, is the owner of the following described vehicle:

1	Year 1978	Make Chevrolet	Model C10 Custom Deluxe	Body Style Pickup
2	Vehicle Identification Number CCL148F326104		Color Green	Fuel Type Gas
3	Purchased From Vernon L. Haugtvedt			Date Purchased 05/09/2026

Explain how you came into possession of this vehicle:

Bought from Vernon L. Haugtvedt of Cavalier for \$1,800 on 9 May 2026 and hauled to Grand Forks on a trailer. He had owned it since a 1996 farm auction and never held a certificate of title for it. NMVTIS check returned no ownership record in any state.

The subscriber states the vehicle was purchased as stated above and that it is free from all liens and encumbrances except those listed.

5	Applicant's Legal Name Marlys J. Thorsrud	Check One ☒ DL ☐ FEIN 4180263	Telephone Number (701) 555-0146
	Mailing Address 1427 Chestnut St	City Grand Forks	State ND
		ZIP Code 58201	

Liens and Encumbrances (Title will be mailed to lien-holder)

Mailing Address	City	State	ZIP Code
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Applicant's signature for title to the above described vehicle, hereby agrees to indemnify, save and hold harmless the State of North Dakota, its agencies including, but not limited to the North Dakota Department of Transportation, its officers and employees, from any and all claims which may arise or result from acts or omissions in the transfer of title of the above-referenced vehicle.

7	Name (Type or Print) Marlys J. Thorsrud	Legal Signature of Owner (sign before a Notary Public or Authorized Officer) Marlys J. Thorsrud
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Acknowledgement

State of

County of

Signed and sworn to (or affirmed) before me on this day (month, day, year)

Name of Notary Public or other Authorized Officer (Type or Print)	Affix Notary Stamp
Signature of Notary Public or other Authorized Officer	
Commission Expiration Date (if not listed on stamp)	

PENALTY: ANY PERSON MAKING ANY FALSE STATEMENT OF THE WARRANTY OF TITLE FOR WHICH ANOTHER PENALTY IS NOT SPECIFICALLY PROVIDED IS GUILTY OF A CLASS B MISDEMEANOR.