



OHIO DEPARTMENT OF PUBLIC SAFETY
BUREAU OF MOTOR VEHICLES

**APPLICATION FOR REPLACEMENT VEHICLE IDENTIFICATION
NUMBER (VIN) TO A MOTOR VEHICLE**

INSTRUCTIONS

WHO CAN REQUEST A REPLACEMENT VIN?

A replacement VIN plate may be requested by the vehicle owner when the existing VIN has been damaged, destroyed, or missing.

HOW DO YOU OBTAIN A REPLACEMENT VIN?

(The following steps **MUST** be completed **PRIOR** to submitting the application)

- ☐ **Salvage Receipt for Inspection** - Obtain a receipt for the inspection at any Deputy Registrar location for a fee of fifty dollars in addition to the deputy registrar fee. This receipt is needed in order to schedule the required inspection with the State Highway Patrol. Deputy Registrar locations are available online at <https://publicsafety.ohio.gov>.
- ☐ **Schedule an Inspection** - Locate an inspection station near you and schedule an appointment. You will need the salvage receipt to refer to when scheduling the inspection. Inspection station locations are available online at <https://statepatrol.ohio.gov/index.stm>. Inspection appointments may be scheduled online or by phone. You must be prompt when reporting for the inspection to avoid being rescheduled.
- ☐ **Required Documents for Inspection** - The following documents **MUST** be presented to the State Highway Patrol at the scheduled inspection:
 1. Purchased salvage inspection receipt
 2. Original valid certificate of title
- ☐ **Completed Inspection** - The State Highway Patrol will complete a Salvage Inspection Form (HP106) and present it to the customer.

WHAT DOES THE APPLICATION PROCESS CONSIST OF?

- ☐ **Submit Application** - The following documents are to be mailed to: Bureau of Motor Vehicles, Title Support Section, PO Box 16520, Columbus, Ohio 43216.
 - Application for Replacement Vehicle Identification Number (VIN) to a Motor Vehicle (BMV 3713), available online at <https://www.bmv.ohio.gov/forms-general.aspx>.
 - Original valid certificate of title
 - Completed salvage inspection form (HP106)

WHAT HAPPENS AFTER THE APPLICATION IS MAILED TO THE BMV?

1. The Bureau of Motor Vehicles (BMV) will submit the application for replacement VIN (BMV 3713), a copy of the certificate of title, and completed salvage inspection form (HP106) to the State Highway Patrol.
2. The Bureau of Motor Vehicles (BMV) will forward the original certificate of title to the Clerk of Courts in the county that was specified on the application for replacement VIN (BMV 3713).

HOW DO I OBTAIN THE REPLACEMENT VIN PLATE?

1. The State Highway Patrol will manufacture the replacement VIN plate.
2. The plate will be sent to the inspection station location.
3. The State Highway Patrol will contact the customer to schedule an appointment for the installation of the replacement VIN plate.

HOW DO I OBTAIN A CERTIFICATE OF TITLE WITH THE REPLACEMENT VIN?

- ☐ **Completed Inspection** - The State Highway Patrol will complete the salvage inspection form (HP106) instructing the Clerk of Courts to issue a certificate of title.
- ☐ **Documents to the Clerk of Courts** - The customer will present the completed salvage inspection form (HP106) to the Clerk of Courts in the county that was specified on the application for replacement VIN (BMV 3713).
NOTE: The original certificate of title has already been sent to the clerk.
- ☐ **Certificate of Title** - The clerk will issue the customer a replacement title with the notation "replacement vehicle identification number plate installed" or "replacement VIN plate installed."



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NUMBER (VIN) TO A MOTOR VEHICLE**

The original Certificate of Title **MUST** accompany this application.

This application is made by (check one):

State of Ohio

☒ The owner of the motor vehicle, or

County Muskingum

☐ The owner's insurer (If checked, fill out insurer's information box below)

(Specify County for title replacement)

INSURER'S NAME		TELEPHONE NUMBER () -	
ADDRESS (STREET)	CITY	STATE	ZIP CODE

For the replacement of the vehicle identification number (VIN) plate or vehicle parts derivative identification number plates or stickers determined by a law enforcement officer upon inspection in accordance with Ohio Administrative Code (O.A.C.) 4501:1-11-01, et seq. for the following vehicle

MAKE <u>Jeep</u>	MODEL <u>Wrangler</u>	YEAR <u>2004</u>
ORIGINAL VIN <u>1J4FA49S64P712846</u>	CERTIFICATE OF TITLE NUMBER <u>6019400228531</u>	
OWNERS NAME <u>Tobias E. Marchetti</u>		DAYTIME PHONE NUMBER () - <u>740 555-0122</u>
ADDRESS (STREET) <u>311 Putnam Ave</u>	CITY <u>Zanesville</u>	STATE <u>OH</u>
		ZIP CODE <u>43701</u>
Is this a Replica Motor Vehicle? ☐ Yes ☒ No If yes, provide:	MAKE	MODEL
		YEAR

The VIN plate or parts were (check one): ☐ Removed ☒ Defaced ☐ Covered ☐ Altered ☐ Destroyed
by (check one):

☐ Another person without the consent of the owner.

☒ Accident or other casualty not due to the owner's purpose to conceal or destroy the identity of the vehicle or vehicle part.

☐ Ordinary wear and tear.

APPLICANT SIGNATURE X <u>Tobias E. Marchetti</u>	DATE <u>08/18/2026</u>
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Notary:

Sworn to and subscribed in my presence this 18 day of August, 20 26 in Muskingum County,

State of Ohio
(Notary Seal)

X <u>Corinne B. Hasselbeck</u> Signature of Notary Public or other Authorized Officer by law	My commission expires <u>01/24/2031</u>
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Mail to: Ohio Bureau of Motor Vehicles, Attn: Title Support Section, P.O. Box 16520, Columbus, Ohio 43216-6520

How to fill out BMV 3713 — Application for Replacement Vehicle Identification Number (VIN) to a Motor Vehicle

sellmycarhub.com
[/forms/ohio/bmv-3713-replacement-vin/](https://forms.ohio.gov/bmv-3713-replacement-vin/)

Ohio · written against BMV 3713 (12/25), issued under Ohio Administrative Code 4501:1-11-01

A car whose identification plate has gone cannot be sold, because nothing on it matches the title. This is how Ohio issues a replacement plate: an owner or the owner's insurer applies, the State Highway Patrol inspects and manufactures, and the customer is called back to have it installed. Page one of the form is the instructions and page two is the application, and the sequence on page one has to be finished before page two is submitted.

This sheet is not the form. Download the blank BMV 3713 from the Ohio Bureau of Motor Vehicles at <https://dam.assets.ohio.gov/image/upload/publicsafety.ohio.gov/bmv3713.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 county for the title replacement	State of Ohio, and the county whose clerk of courts will issue the replacement certificate. Watch out: The BMV forwards your original certificate to that county's clerk, so the county you name here is where you will collect the new title.
2	YOU	Owner or insurer	Two boxes: the owner of the motor vehicle, or the owner's insurer - and the insurer's block below is only completed for the second. Watch out: An insurer applying on a written-off vehicle is a different transaction from an owner applying on a car they intend to keep. Tick the one that is actually true.
3	YOU	The vehicle and the original VIN	Make, model, year, the original vehicle identification number and the certificate of title number. Watch out: Original VIN means the one on the title, which is the whole point - the plate is being replaced so that the car matches the document again.
4	YOU	What happened to the plate	Removed, Defaced, Covered, Altered or Destroyed. Check one. Watch out: Covered is the one people miss. A plate hidden under a repair, a windscreen replacement or a layer of filler is covered rather than destroyed, and the distinction is what the patrol will be looking at.
5	YOU	How it happened	By another person without the owner's consent; by accident or other casualty; or by ordinary wear and tear. Watch out: The middle option carries a clause about the owner's purpose. You are swearing that the damage was not done to conceal or destroy the identity of the vehicle, which is the question the whole inspection exists to answer.
6	YOU	Sign, and have it notarised	The applicant signature and date, then the acknowledgement block. Watch out: Then it is posted to the Title Support Section in Columbus with the original certificate of title and the completed inspection form - and nothing comes back until the patrol has made the plate.

What gets this one rejected

- An application submitted before the inspection. The instructions are explicit that the steps on page one must be completed prior to submitting the application.
- No salvage inspection receipt. The receipt is bought at a deputy registrar location, and it is what the State Highway Patrol needs before an inspection can be scheduled.
- Arriving at the inspection without the original valid certificate of title. The form lists it as one of two documents that must be presented to the patrol.
- The application posted without the title. The line under the heading on page two is unambiguous: the original Certificate of Title must accompany this application.
- Sending it to a title office. This one goes to the Bureau of Motor Vehicles, Title Support Section, at a post office box in Columbus - it is the exception to everything else on this site about where Ohio title paperwork goes.
- Ticking a cause that is not the cause. The middle option exists specifically to record that the damage was not done for the purpose of concealing or destroying the identity of the vehicle, and that is a statement made under oath.

☐ Amber is what you write ☐ Grey is a block somebody else completes The filled-in example is at the start of this sheet.

Read off BMV 3713 (12/25) and the Ohio Bureau of Motor Vehicles'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