

How to fill out an Oklahoma title

This sheet is not the title. It is the checklist to keep beside one. The reading you write is stamped onto the buyer's certificate as one of four words, and one of them cannot be undone. Every block name below is transcribed either from the certificate's governing statute in Title 47 of the Oklahoma Statutes or from Form 777, which is the only Service Oklahoma document that reproduces the reverse of the certificate - the rule that created it requires it to show the same information requested on the reverse side of the assigned title.

Who has to sign

Every owner the record names	Where two owners are joined by "and", both sign. Service Oklahoma applies that test on its own transfer-on-death form in as many words, and a licensed operator will apply it to the assignment.
A notary public, watching you do it	Oklahoma does not ask for a notarised document, it asks for one sworn to before a notary public or some other person authorised by law to take acknowledgments. That is a person watching a signature happen, not stamping one that already exists.
The buyer, on the odometer disclosure	Federal and Oklahoma law both put the buyer's signature on the mileage. The transferor and transferee shall sign the disclosure statement and print their name - and Form 729 adds that the same individual may not sign as both.
Not a company, on the odometer statement	Form 729 is explicit: the form must be completed using printed and signed names of individuals, not companies or organizations. A business selling a van signs as the human being acting for it.
No witness anywhere	There is no witness line on any Service Oklahoma title document. The notary block is the whole of the formality, which is why it is not optional.
Not a dealer, in your block	On a paper certificate the first assignment space is the owner's. The subsequent reassignment spaces belong to appropriately licensed Oklahoma dealers and to nobody else.

Every box, in the order you meet it

#	WHO	BOX	WHAT GOES IN IT
1	YOU	Find out first whether your title is paper or electronic	Which document you fill in depends entirely on what Service Oklahoma's record says, not on what is in your filing cabinet. Watch out: Form 718's own instruction is that it can ONLY be used if the current title on record is electronic. Guessing wrong wastes a notary appointment. If a lender ever held the car, the certificate went to them, and since 1 July 2025 the record converts to electronic on the next transaction anyway.
2	YOU	Vehicle Information: Year, Make, Model, Vin	The top block of Form 718, copied off the record rather than off the dashboard. Watch out: The vehicle identification number is the one field a licensed operator will read character by character against the state's record. Take it from your registration or your title, not from the door jamb sticker.
3	YOU	Title Number and Electronic Title Issue Date	The number of the electronic title and the date it was issued, both on the same rule as the Title Type box. Watch out: These are the fields that prove the record really is electronic. If you cannot find them, you are looking at the wrong form and probably want the paper assignment instead.
4	YOU	Buyer Information: Name of Buyer(s) and Address	Spelled the way the buyer's driver licence spells them, with the address they will register at. Watch out: The address decides nothing about tax in Oklahoma - motor vehicles carry no city or county sales tax - but a name that does not match the licence stops the transfer at the counter.
5	YOU	Sale Information: Sale Price and Purchase Date	What was actually paid, and the day the keys changed hands. Watch out: This is the number the excise tax is worked out from, and understating it to help the buyer is a false statement on a document you are about to swear to. The purchase date is also the day the two-business-day pre-registration clock starts.
6	YOU	Lienholder Name and Lienholder Address	The buyer's lender, if the buyer is financing. Empty in a cash sale between two people. Watch out: This is not your old lender. If a lien of yours is still on the record, it has to be released before the sale, not recorded here.
7	YOU	Seller Information, and the affirmation under it	Your name and address, then the sentence you are signing: that you currently have an electronic title held by the State of Oklahoma and hereby assign and warrant ownership of the vehicle to the buyer. Watch out: Warrant is doing work in that sentence. You are not just handing the car over, you are warranting that the ownership you are passing is good - which is why an unreleased lien is your problem and not the buyer's.
8	YOU	Name of Seller, printed, and Signature of Seller	Printed on the left, signed on the right, and the signature does not happen until the notary is watching. Watch out: Every owner the record names signs. The form gives one printed-name rule and one signature rule, so two owners means the second signs alongside - and both have to appear in front of the notary.

#	WHO	BOX	WHAT GOES IN IT
9	OTHER	The notary block, and the boxes you leave alone	State, county, the day, the commission expiry and the notary's own signature, plus a seal. Watch out: The Dealer Number box and the Place Motor Vehicle Tax Stamp panel are not yours. Both belong to a dealer or to the licensed operator, and writing in either is the sort of alteration that gets a form refused - its own banner reads Void if altered.
10	YOU	On a paper title instead: the assignment on the back	A complete assignment with warranty of title and a statement of all liens or encumbrances on the vehicle, in the form printed on the certificate, delivered to the buyer at the same time as the vehicle. Watch out: The first assignment space is yours. The reassignment blocks below it carry a dealer licence number line and belong to licensed Oklahoma dealers; a private seller who fills one in has used the wrong block on the right document.
11	YOU	On a paper title: the odometer disclosure inside the assignment	The reading in whole miles, one of three certifications, and both parties printing and signing. Watch out: If the assignment on your certificate has no odometer wording printed into it, Form 729 is the separate sheet that supplies it - and it is the one Oklahoma seller form with no notary block at all.
12	YOU	Then the two things that are not on any document	The plate off the car and into your own keeping, and the pre-registration filed within two business days. Watch out: Agree out loud which of you is filing the pre-registration before the buyer drives away. The agency leaves it to the two of you to decide, which is precisely how it ends up not being done.

Six minutes before the notary appointment

- **Establish which document you are signing** — Paper certificate or electronic record. Form 718 says it can only be used where the title on record is electronic, and the assignment on a paper certificate is the only route where one exists. There is no third option and no way to do both.
- **Book the notary, and take the buyer** — Oklahoma wants the assignment sworn before a notary public, and the buyer signs the odometer disclosure. Doing it in one visit, with both parties and photographic identification, turns two errands into one.
- **Check the lien before you advertise, not after** — Oklahoma holds the title with the lienholder. If a loan was ever on this car and the release never reached Service Oklahoma, the lien is still live on the record no matter what the bank told you on the telephone.
- **Read the odometer against the front of the title** — Whatever you disclose is stamped onto the buyer's new certificate. A figure lower than the one already on the record produces the ODOMETER DISCREPANCY stamp automatically, and it never comes off.
- **Decide who is filing the pre-registration** — Two business days, and either of you can do it. The agency leaves the choice to the buyer and the seller, so the only way it gets done is if one of you says out loud that it is theirs.
- **Have a screwdriver in your pocket** — The plate is registered to you and not to the truck. Take it off at the handover and it goes on your next car with credit for the time left on the tags.

OKLAHOMA CERTIFICATE OF TITLE — FRONT

what Title 47 requires the face of the document to carry

Nothing on this side is a private seller's to write in. It is printed by Service Oklahoma when the certificate is issued, and it exists here so that you can read three things off it before you advertise: the spelling of your own name, the mileage already recorded, and whether a lender is still on the record.

TYPE OF TITLE

ORIGINAL · SALVAGE · REBUILT · JUNKED · CLASSIC · REMANUFACTURED · UNRECOVERED THEFT · REBODIED

Printed in the upper right quadrant, in the space captioned "type of title". Eight kinds exist and the word on yours changes what the vehicle is worth before anybody looks at the mileage.

TITLE NUMBER

The number every Oklahoma form asks for, and the one thing you will be hunting for if the certificate is gone. It is also on the registration receipt and in the state's own vehicle record.

VEHICLE DESCRIPTION

MAKE · MODEL · MODEL YEAR · BODY

Copy the make, model and model year from here onto every form in the packet rather than from the tailgate badge, so that the paperwork and the record agree.

VEHICLE IDENTIFICATION NUMBER

Read it off the certificate, not off the door frame. A licensed operator checks this character by character against the state's record, and a transposed digit is a second trip.

OWNER NAME AND ADDRESS

The spelling here is the spelling you sign with. Oklahoma joins two owners with a conjunction, and where that word is "and" every owner named has to sign the assignment and appear in front of the notary.

ODOMETER READING AND BRAND

ACTUAL · NOT ACTUAL · EXCEEDS MECHANICAL LIMITS · ODOMETER DISCREPANCY

The mileage disclosed at the last transfer, shown on the face, with one of four words stamped against it. Read your dashboard against this number before you write anything: a lower figure produces the discrepancy stamp automatically.

LIEN INFORMATION

Any active lien is indicated on the face and is carried forward onto the certificate issued to your buyer unless a release is presented. Oklahoma is a title-holding state, so if this block is filled in, the document itself has been with the lender rather than with you.

X _____

TEAR-OFF NOTICE OF TRANSFER TAB

A removable tab incorporated on Oklahoma certificates since January 2006, processed in the same way as the notice of transfer form. It is the cheapest version of telling the state the car has gone, and it is attached to a document you are about to hand over - so use it before you do.

SECURITY PRINTING

intaglio or security thread, latent images, fluorescent inks, micro print and a void background

COLOUR CODING

the paper's own colour identifies whether the title is original, salvage, rebuilt, remanufactured, rebodied or junked

WHY THERE IS NO PHOTOGRAPH HERE

a document built this way is not published as a specimen by any Oklahoma agency, and this is a drawing rather than a copy

OKLAHOMA CERTIFICATE OF TITLE — BACK

the assignment of title, from the field list of Form 777

This is the half a seller fills in, and Oklahoma publishes its contents indirectly: Form 777 is required to show the same information requested on the reverse side of an assigned title, so its fields are the inventory of this side. The numbers match the steps further down the page.

10 ASSIGNMENT OF TITLE — the first space, and the only one that is yours

ASSIGNED TO · DATE OF ASSIGNMENT · ADDRESS · CITY · STATE · ZIP · PURCHASE PRICE

A complete assignment with warranty of title and a statement of all liens or encumbrances on the vehicle, in the form printed on the certificate, delivered to the purchaser at the same time as the vehicle. The buyer's details, the date the keys changed hands, and what was paid.

11 ODOMETER DISCLOSURE, INSIDE THE ASSIGNMENT

READING · ACTUAL MILEAGE · NOT ACTUAL MILEAGE · EXCEEDS MECHANICAL LIMITS

Oklahoma prints the mileage declaration into the assignment rather than onto a separate sheet. The transferor states the reading and certifies one of three things; the transferor and transferee both sign and print their name. Where a certificate has no such wording, Form 729 supplies it.

SELLER'S SIGNATURE, SWORN

This is the box that makes Oklahoma unusual. The assignment is sworn to before a notary public or some other person authorised by law to take acknowledgments - so the signature happens while the notary watches, and a certificate signed in advance cannot be rescued.

X _____

FIRST, SECOND AND THIRD REASSIGNMENT BY REGISTERED DEALER

ASSIGNED TO · DATE OF ASSIGNMENT · ADDRESS · CITY · STATE · ZIP · DEALER LICENSE NUMBER

Three further blocks, each identical to yours except for one extra line: a dealer licence number. The rule is that the first assignment space is the owner's and the subsequent reassignment spaces may be used by appropriately licensed Oklahoma dealers only. A private seller who fills one of these in has used the wrong block on the right document.

LIENHOLDER INFORMATION

LIENHOLDER NAME AND ADDRESS · DATE / TIME OF LIEN FILING

Where the buyer's lender is recorded, with the date and time of filing that fixes its priority. If none applies, Oklahoma's instruction on the corresponding affidavit is to write the word None rather than to leave it empty - an empty block reads as unanswered.

Block names on the front are transcribed from 47 O.S. 1105, 1107.1 and 1107.3 and from the Oklahoma Tax Commission's motor vehicle rules chapter at OAC 710:60-5-71, the rulebook Service Oklahoma inherited. Block names on the back are the field list of Service Oklahoma Form 777, which OAC 710:60-5-94 requires to show the same information as the reverse of an assigned title. Proportion, colour, typography and the certificate's own security printing are not reproduced, and no Oklahoma agency publishes a picture of this document.



BILL OF SALE OF AN ELECTRONIC TITLE

Please ensure all sections of this form are completed in full.
Incomplete submissions may not be accepted. Void if altered

VEHICLE INFORMATION:			
Year:	2014	Make:	Chevrolet
		Model:	Silverado 1500
Vin:	3GCPCREC1EG241873		Title Number:
			308471625
Electronic Title Issue Date:	09/12/2025		Title Type:
			Original
BUYER INFORMATION:			
Name of Buyer(s):			
Ignacio T. Whitlow			
Address:			
3307 S Elm Pl, Broken Arrow, OK 74012			
SALE INFORMATION:			
Sale Price:	\$14,300.00		Purchase Date:
			08/14/2026
Lienholder Name:	Lienholder Address:		
SELLER INFORMATION:			
Sellers Name(s):			
Delphine R. Stannard			
Seller's Address:			
1420 N Union St, Ponca City, OK 74601			
I, <u>Delphine R. Stannard</u> (Name of seller), hereby affirm and attest that I currently have an electronic title that is being held by the State of Oklahoma and hereby assign and warrant ownership of the vehicle to the party mentioned above.			Place Motor Vehicle Tax Stamp Here
<u>Delphine R. Stannard</u> Name of Seller	<u>Delphine Stannard</u> Signature of Seller		Dealer Number
State of <u>Oklahoma</u>, County of <u>Kay</u> Subscribed and sworn to before me this <u>14</u> day of <u>August</u>, <u>2026</u>. My commission expires: <u>September</u>, <u>30</u>, <u>2028</u> <u>Corinne A. Halverson</u>, Notary Public			

SOK 718 - 9/2025