

MV-1 — Application for Certificate of Title: a filled-in example. Amber is what you write; grey is a block somebody else completes. The line-by-line notes follow. [Back to the walkthrough](#)

MV-1 (1-19)



APPLICATION FOR CERTIFICATE OF TITLE

Attach Proof of Ownership • Type or Print
Make check payable to Commonwealth of Pennsylvania

Bureau of Motor Vehicles
P.O. Box 68591
Harrisburg, PA 17106-8591

No.

MV-1 (1-19)				H. TAX/FEES	
A. VEHICLE DESCRIPTION	Make of Vehicle FORD	Vehicle Identification Number (VIN). If tracing required, tape securely to reverse side of this copy. 3GNEK13T67D458321	Body Type (SDN, TK, Bus, etc.) TK	Model Year 2007	Purchase Price (See Note On Reverse.) \$15,000.00
	Gross Vehicle Wt. Rating 14,050	Fuel Type: ☒ Gasoline ☐ Diesel ☐ Propane ☐ Hybrid ☐ Electric ☐ Other ☐ Natural Gas	DIN/Bus, Part. ID/Mechanic # 85-5840LA	Authorized Notary Public or Certified Inspection Mechanic (Print Name) Marion Notary	Less Trade-In \$5,600.00
Check the appropriate block if the vehicle is to be used or was formerly used as a ☐ Taxi or a ☐ Police Vehicle (If applicable). I certify that I have verified that a legible tracing cannot be secured and that the above VIN and vehicle weight information listed here and in Section F are correct.					Taxable Amount \$9,400.00
B. APPLICANT INFORMATION	Last Name (or Full Business Name) Smith	First Name John	Middle Name Ray	PA DL/ID# or Bus. ID# 12-345-678	Date of Birth 4-23-1956
	Co-Purchaser Last Name Jones	First Name Amy	Middle Name Sue	PA DL/ID# 23-456-789	Date of Birth 1-17-1959
	Street 1700 South Street	Date Acquired/Purchased 9-1-20XX		COUNTY CODE 2 2	
	City Anytown	State PA	Zip Code 17000	Dealer/Bus. Partner ID# (If Applicable) 85-5840LA	
NOTE: If a co-purchaser other than your spouse is listed and you want the title to be listed as "Joint Tenants With Right of Survivorship" (On death of one owner, title goes to surviving owner.) CHECK HERE ☒ . Otherwise, the title will be issued as "Tenants in Common" (On death of one owner, interest of deceased owner goes to their heirs or estate.)					1. Sales Tax Due \$ 564.00
NOTE: If the vehicle is to be used as a daily rental or leased vehicle, CHECK HERE ☐ . If block is checked, complete and attach Form MV-1L.					1A. Exemption Reason Code (must be a number from 1 to 26 or 0)
					1B. Exemption No.
C. MILEAGE INFORMATION	☐ Reflects the amount of mileage in excess of its mechanical limits. ☐ Is NOT the actual mileage. WARNING: Federal and state laws require that you state the mileage in connection with the transfer of ownership. Failure to complete or providing a false statement may result in fines and/or imprisonment.			ODOMETER READING 5 2 Tenths	1C. PTA No.
D. LIEN INFORMATION	If no lien, CHECK ☐ . Is this an ELT? (If yes, FIN required) ☒ YES ☐ NO		If no 2nd lien, CHECK ☐ . Is this an ELT? (If yes, FIN required) ☐ YES ☐ NO		2. Title Fee \$55.00
	1st Lienholder Financial Institution Number 12345678901		2nd Lienholder Financial Institution Number		3. Lien Fee \$26.00
	1st Lienholder Name ABC Bank		2nd Lienholder Name		4. Registration Or Processing Fee \$397.00
	Street 1 New Street		Street		Fee Exempt Number as Assigned by the Department
City Anytown		State PA	Zip Code 17000	City Anytown	State PA
E. VEHICLE TRADED	Make of Vehicle FORD	Vehicle Identification Number (VIN) ABC346BC059753251	Model Year 2004	Body Type (SDN, BUS, TK, etc.) SDN	Condition of Vehicle ☒ GOOD ☐ FAIR ☐ POOR
F. ADDITIONAL VEHICLE INFORMATION	Passenger, Taxi/Bus ☒ Passenger ☐ Taxi ☐ Limousine ☐ School Bus ☐ Mass Transit ☐ Other Bus ☐ Seating Capacity	Cylinder Capacity 50cc or Less ☐ YES ☒ NO	Brake Horsepower ☐ 1.5 or Less ☐ 1.6 to 5.0 ☐ Over 5.0	7. Transfer Fee	
	Motorcycle, Motor Driven Cycle, Moped ☐ Operable Pedals ☐ YES ☒ NO	Max Design Speed 25 MPH or Less ☐ YES ☒ NO	8. Increase Fee		
	Automatic Transmission ☐ YES ☒ NO	Designed/Altered for Road Use ☐ YES ☒ NO	9. Replacement Fee		
	Motor Home ☐ Chassis Mfr.	Body Make:	10. TOTAL PAID (ADD 1 THRU 8) Send One Check In This Amount \$1,042.00		
	Trailer & Vehicles Below ☐ Number of Axles: 2	Req. Registered Gross Wt. (Including Load)	Unladen Wt. (Empty) 15,050		
	Truck, Truck Tractor ☐ Sum of GAWR's	Req. Registered Gross Combination Wt.	Gross Combination Wt. Rating 5,397		
G. APPLICATION FOR REGISTRATION	Original Registration Plate - CHECK ONE ☐ Registration Plate to be issued by Department (Proof of insurance must be attached.) ☐ Exchange Registration Plate to be issued by Department ☒ Temporary Registration Plate issued by Full Agent (NOTE: This registration plate will expire 90 days from date of issue.)		☐ Transfer of Previously Issued Registration Plate ☐ Transfer & Replacement of Registration Plate ☐ Transfer & Renewal of Registration Plate		
	Registration Plate No. XXX-1232		Reason for Replacement ☐ Lost ☐ Defaced ☐ Stolen ☐ Never Received (Lost in Mail)		
	Expires Month Year		NOTE: If "Never Received" block is checked, applicant must complete Form MV-44.		
	Transferred From Title No.		VIN		
Signature of Person From Whom Registration Plate is Being Transferred (If Other Than Applicant) 855840		Sign Here		Relationship to Applicant	
Insurance Company Name POE Insurance Co.		NAIC No. 12345	Policy No. (Or Attach Binder) N04409132	Policy Effective Date 8-01-20XX	Policy Expiration Date 6-30-20XX
ISSUING AGENT INFORMATION	I certify that on month 08 day 01 year 20XX have checked to determine that the vehicle is insured and issued temporary registration to the above applicant, in compliance with all applicable provisions of the Vehicle Code and Department regulations.		Issuing Agent (Print Name) Marion Notary		Agent No. 85-5840LA
		Issuing Agent Signature 		Telephone No. (717) 774-6849	
I. NOTARIZATION	Subscribed And Sworn To Before Me: Month Day Year		I/We certify that I/we have examined and signed this application after its completion. I/We further certify that all statements herein are TRUE and CORRECT and make application for certificate of title for the vehicle described in Section A. If any exemption is claimed, the purchaser further certifies that he/she is authorized to claim this exemption. I/We acknowledge that I/we may lose my/our operating privilege(s) or vehicle registration for failure to maintain financial responsibility on the currently registered vehicle for the period of registration. I/We acknowledge that I/we may be subject to a fine not exceeding \$5,000 and imprisonment of not more than two years for any false statement that I/we make on this application.		
	SIGNATURE OF PERSON ADMINISTERING OATH		Signature of Purchaser or Authorized Signer John Ray Smith		
	Place Notary Stamp Here SIGN IN PRESENCE OF NOTARY		Signature of Co-Purchaser/ Title of Authorized Signer Amy Sue Jones		
				Telephone No. (215) 886-1999	
				MESSENGER NO.	

How to fill out MV-1 — Application for Certificate of Title

sellmycarhub.com

</forms/pennsylvania/mv-1-application-for-certificate-of-title/>

Pennsylvania · written against MV-1 (not published online), issued under 75 Pa.C.S. 1103.1

The other half of the pair, and the one a Pennsylvania seller meets when the car is not already titled here - an out-of-state certificate, a manufacturer's statement of origin, a repossession or a court order. Like the MV-4ST it is issued to authorized agents only, and unlike the MV-4ST it carries its own notarisation block at the foot of the page.

This sheet is not the form. Download the blank MV-1 from the Pennsylvania Department of Transportation at <https://www.pa.gov/content/dam/copapwp-pagov/en/penndot/documents/public/dvspubsforms/bmv/bmv-fact-sheets/fs-mv1.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 A, the vehicle	Make, VIN, body type, model year, weight rating and fuel type, taken off the proof of ownership and checked against the plate on the car. Watch out: Compare the two numbers character by character. If they disagree, the instruction is to contact the selling dealer or the nearest Pennsylvania State Police station, and the discrepancy has to be resolved before anything is submitted.
2	BUYER	Section A, the VIN tracing	A pencil rubbing of the VIN plate, taped to the reverse of the white copy, where the vehicle comes from outside Pennsylvania or is a truck, truck-tractor or motor home. Watch out: If the plate is defaced, altered or missing, the tracing is not the answer - a state replacement VIN plate application and a State Police verification are.
3	BUYER	Section B, the applicant	The first person to whom ownership was assigned on the proof of ownership. Name as it reads on the Pennsylvania photo credential, ID number, date of birth, address and county code. Watch out: On an out-of-state car the applicant is the first Pennsylvania resident to whom ownership is assigned - not whoever ends up with the car three assignments later.
4	YOU	Section C, mileage	The reading on the odometer, plus a box for mileage that exceeds mechanical limits and a box for a reading that is not the actual mileage. Watch out: Once written it is fixed. The instruction says the information may not be erased or otherwise altered, and no separate odometer statement is attached - the disclosure on the ownership document carries it.
5	BUYER	Section D, lien information	If nobody is lending, the if-no-lien box must be checked. Otherwise the lienholder's name and address, whether they are in the electronic programme, and their Financial Institution Number. Watch out: Where two liens are recorded, the certificate goes to the first lienholder rather than to the buyer - so the buyer should expect not to see it.
6	BUYER	Section F, what kind of vehicle it is	Seating capacity, cylinder capacity, axles or chassis manufacturer, depending on what is being titled. Watch out: Skip it entirely for a mobile home - the instruction sheet says so in a note at the top of the section.
7	BUYER	Section G, registration	New plate, exchange, temporary plate, or a transfer of an existing one, plus insurance details and the agent's dated certification. Watch out: Temporary registration cannot be issued on this form for a reconstructed, specially constructed or recovered theft vehicle, or where a court order is the proof of ownership. The car stays off the road until the credentials arrive.
8	BUYER	Section H, tax and fees	Purchase price, trade-in, taxable amount, tax at 6, 7 or 8 per cent, credit for tax properly paid to a reciprocal state, then the fees. Watch out: A credit needs proof of payment from the state where the tax was paid attached. Without it there is no credit, whatever the buyer says they already paid.
9	YOU	Section I, the seal	Signatures in front of the notary, the applicant's telephone number, and the notarisation completed by the authorised agent on the white copy only. Watch out: This is signed last, after the whole form is complete and the fees are paid. Verification in lieu of notarisation is open only to agents with a dealer identification or business partner number who issue temporary plates.

What gets this one rejected

- Using it for a car already titled in Pennsylvania. That is the MV-4ST's job, and the two are not interchangeable.
- A reassignment to a second applicant. The instruction is flat: this form does not allow a reassignment of ownership to a second applicant.
- Signing before you reach the notary. Section I is signed in the presence of the notary or of a dealership employee authorised to verify.
- Two owners with only one of them present. Where there are two owners for assignment, both have to be present for signature and notarization or verification of signature.
- A missing VIN tracing where one is required - a vehicle bought from a non-resident, one brought in from another state, or any initial application for a truck, truck-tractor or motor home.
- Signing Section I before the fees are worked out. It must be signed after the form is completed in its entirety, including payment for all fees due.

☐ 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 MV-1 (not published online) and the Pennsylvania Department of Transportation's own pages, current as of 2026-08-23. Plain-language help sellmycarhub.com
with a form, not legal advice — where this and the agency differ, the agency governs.