

How to fill out Form 1016 — Application for Inspection of Rebuilt Motor Vehicle

South Dakota · written against Form 1016 (no revision printed), issued under South Dakota Department of Revenue, Motor Vehicle Division, inspection under SDCL 32-3-53 and 32-3-53.2

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motor-vehicle-inspection/

The only inspection in the whole South Dakota titling system, and the third of three motor-vehicle forms that has to be notarised. It is how a salvage-branded car, a kit car or a vehicle built up out of parts becomes something that can be titled and driven, and it is priced accordingly: all information on this form must be complete and submitted to the county treasurer with a \$25 inspection fee. Two pages. The first is a component inventory - thirteen named parts, each wanting the origin and the part number - and the second is the sworn affidavit and the notary block. A Department of Revenue employee then certifies that they have personally examined the vehicle, its major component parts and the ownership documents.

This sheet is not the form. Download the blank Form 1016 from the South Dakota Department of Revenue, Motor Vehicle Division at <https://sddor.seamlessdocs.com/f/1016?f=1016.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	Applicant details	Name, address, phone and email for the vehicle's owner, at the head of page one. Watch out: Use a phone number that is answered. The inspection is a physical appointment with a division employee, arranged through the county treasurer.
2	YOU	Engine, frame and body - origin and part number	For each of the three, where the component came from with a complete address, and its part number, which the form marks required. Watch out: These three are the ones that need paper behind them. Ownership evidence - a bill of sale, a title, or a manufacturer's certificate of origin - is required if an engine, frame or body is used.
3	YOU	The other ten component rows	Transmission, fenders, hood, doors, bumpers, quarter panels, tailgate or deck lid, cargo box, cab and roof or floor pan, with origins and part numbers where available. Watch out: Leave a row blank only where the original part is still on the car. A replaced part with no origin recorded is what turns an inspection into a second visit.
4	YOU	Explanation of vehicle construction	The free-text block: what the vehicle started as, what was replaced and in what order. Watch out: Write it for someone who has never seen the car. The inspector reads this before examining the vehicle, and a clear account is what makes the examination short.
5	YOU	One or more of the four construction boxes	Parts or material on hand; a manufactured kit; purchased parts with receipts attached; or purchased as is from a rebuilder. Watch out: Ticking purchased parts commits you to the receipts. The affidavit says receipts attached in the box label itself, so an unsupported tick is a failed application.
6	YOU	The vehicle row and the affiant's identity	Year, make, model, type and weight, then the affiant's full legal name split across first, middle and last, with a licence number or date of birth and a phone number. Watch out: The make box reads make if a manufactured kit. A vehicle built from scratch may genuinely have no make, and inventing one creates a record nothing else will match.
7	YOU	Physical address and mailing address	Two full rows. The physical address is where the vehicle actually is. Watch out: They are not the same question. A rural route mailing address will not tell an inspector which yard the car is standing in.
8	OTHER	The notary block and the department's certification	Subscribed and sworn before a notary public or county treasurer, then a Department of Revenue employee certifies the personal examination of the vehicle, the components and the ownership documents. Watch out: Sign in front of whoever takes the acknowledgement, not before. And leave the certification block entirely alone - it is the department's, and a pre-filled one is the fastest way to have the file returned.

What gets this one rejected

- An unnotarised affidavit. The instruction is printed at the top of page one: the vehicle owner must sign the affidavit and have his or her signature notarized.
- Missing component ownership documents. Original titles and manufacturer's statements or certificates of origin for component parts used in the construction of this vehicle must be attached.
- No receipts. Photocopies of bills of sale and receipts for parts and labor used in the construction of this vehicle must be attached - and one of the four affidavit ticks says receipts attached in terms.
- An engine, frame or body with no ownership evidence behind it. The note under the first three rows singles them out: a bill of sale or a title is required if any of the three is used.
- A blank component part number on the first three rows. The form marks the part number required for engine, frame and body, where it is optional further down.
- Sending it to Pierre. The completed application goes to the local county treasurer's office, with the \$25.

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

Read off Form 1016 (no revision printed) and the South Dakota Department of Revenue, Motor Vehicle Division'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



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

1016

Application for Inspection of Rebuilt Motor Vehicle

A

Instructions

- All information on this form must be complete and submitted to the county treasurer with a \$25 inspection fee.
- The vehicle owner must sign the affidavit and have his or her signature notarized.
- Original titles and MSOs/MCOs for component parts used in the construction of this vehicle must be attached.
- Photocopies of bills of sale and receipts for parts and labor used in the construction of this vehicle must be attached.
- Completed application must be submitted to your local county treasurer's office

B

Applicant Information

Name Lyle W. Tschetter
Address 1136 Idaho Ave SE City Huron State SD Zip 57350
Phone (605) 555-0173 Email l.tschetter@example.com

C

Component Information

Component Part	Origin of Component Part/Purchased From (Name & complete address)	Component Part Number (required)
Engine	<i>Original to vehicle - Beadle Auto Salvage, 3910 Dakota Ave S, Huron SD 57350</i>	PW-33814
Frame	<i>Original to vehicle - unibody, undamaged</i>	552013
Body	<i>Original to vehicle - salvage title purchased as is</i>	PW-33814

Note: Ownership evidence (bill of sale and/or title) is required if an engine, frame or body is used.

Component Part	Origin of Component/Part Purchased From (Name & complete address)	Component Part Number (if available)
Transmission		
Fenders		
Hood	<i>Beadle Auto Salvage, 3910 Dakota Ave S, Huron SD 57350</i>	BA-70211
Doors	<i>Beadle Auto Salvage, 3910 Dakota Ave S, Huron SD 57350</i>	BA-70255
Bumpers	<i>James River Parts, 218 Wisconsin Ave SW, Huron SD 57350</i>	JR-11804
Quarter Panels		
Tailgate/Deck Lid		
Pickup Cargo Box		
Cab of a Truck		
Roof or Floor Pan		

D

Explanation of Vehicle Construction

Purchased as is from a licensed rebuilder in April 2026 on a South Dakota salvage title, front-end collision damage. The bonnet, both front doors and the front bumper were replaced with used parts from the two suppliers listed above. Engine, frame and body are original to the vehicle. Receipts for all parts and labour are attached.

E

Affidavit

The undersigned, being duly sworn upon oath, deposes and says they are the owner of the vehicle listed below. This vehicle was rebuilt or built from parts and materials on hand, or parts and materials purchased from a supplier, or a manufactured kit purchased from a supplier, or purchased "as is" from a rebuilder, or otherwise lawfully acquired. The affiant or registered owner makes this affidavit as part of an application to the South Dakota Division of Motor Vehicles for a Certificate of Registration and/or a Certificate of Title. The undersigned will indemnify and hold harmless the State of South Dakota on account of the issuance of a Certificate of Registration and/or Certificate of Title for said vehicle. **Check all boxes that apply**

- ☐ Vehicle was constructed from parts/material on hand
- ☐ Vehicle was assembled from manufactured kit
- ☐ Vehicle was built from purchased parts/material; receipts attached
- ☒ Vehicle was purchased "as is" from rebuilder

2014	Jeep	Cherokee Latitude	4dr SUV	3,999
Year	Make (if a manufactured kit)	Model	Type	Weight/cc

Affiant's Full Legal Name	Lyle	W	Tschetter
First	Middle	Last	

Driver's License, ID Number, or DOB	05529014	Telephone Number	(605) 555-0173
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Affiant's Physical Address	1136 Idaho Ave SE	Huron	SD	57350
Address	City	State	Zip Code	

Affiant's Mailing Address	PO Box 441	Huron	SD	57350
Address	City	State	Zip Code	

Affiant's Signature _____ Date _____

State of South Dakota, County of: _____
 Subscribed and sworn to me before this

_____ Day of _____, 20 ____

Notary Public or County Treasurer: _____

F

Certification from SD DOR (Office Use Only)

I hereby certify that I am an employee of the South Dakota Department of Revenue and that I have personally examined the above vehicle, major component parts and ownership documents. The completed rebuilt vehicle conforms to South Dakota Codified Law and Administrative Rules.

Employee Signature	Employee Name (Print)	Employee Title
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Notes: