

How to fill out VT-007 — Transfer on Death

Vermont - written against VT-007 (12/2023), issued under 23 V.S.A. s. 2023(f), transfer on death designation, with the fee at s. 2002(a)(3) and the tax exemptions at 32 V.S.A. s. 8911; certified under 23 V.S.A. s. 202, s. 203, s. 2082, s. 2083 and 32 V.S.A. s. 8901-8915 sellmycarhub.com
/forms/vermont/vt007-transfer-on-death/

The designation that has to be made while the owner is alive, and the reason a Vermont certificate can read TOD. It names the person who becomes the owner on the titled owner's death, and it changes nothing at all before then: the designated transferee is not listed on the registration, has no rights of ownership, and cannot stop or join a sale. For a seller this form matters twice - once because the legend on your own certificate may be it, and once because a car you are being offered with a TOD legend is a car whose seller has to be alive and has to be the titled owner.

This sheet is not the form. Download the blank VT-007 from the Vermont Department of Motor Vehicles, Agency of Transportation at https://dmv.vermont.gov/sites/dmv/files/documents/VT-007-Transfer_on_Death.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	Add or Remove	One tick at the top. The same form makes a designation and cancels one. Watch out: Changing your mind about who is named means Remove and then Add, and the department charges the title fee for the new certificate either way.
2	YOU	Current Owner: Name, Last, First, Middle	The titled owner - singular, because the form only works on a single-owner vehicle. Watch out: If your certificate has two names on it, this is not your form. A jointly held Vermont vehicle already carries a survivorship rule in its legend, and JTEN or TEN ENT does the same job.
3	YOU	Make, Model, Year, Body, Color	The one vehicle this designation covers. Watch out: Two cars is two forms and two fees. There is no combined designation in Vermont and nothing on this sheet pretends otherwise.
4	YOU	Vehicle Identification Number	Seventeen characters, from the certificate you are about to post with it. Watch out: Read it against the certificate one more time. The certificate is going into the envelope, so a mismatch is discovered by somebody in Montpelier rather than by you.
5	YOU	Vermont Driver License/Permit No., Plate No., Odometer Reading	Your credential, the current plate, and a whole-number reading with its unit ticked. Watch out: The reading is a record, not a disclosure - no sale is happening here - but write the true figure anyway, because it is the number the next certificate is printed with.
6	YOU	Beneficiary: Name, Last, First, Middle	The person who becomes the owner at your death, and nobody else. Watch out: Tell them. Nothing in this process notifies the person you have named, and a designation nobody knows about is found in the same drawer as the certificate, months late.
7	YOU	Beneficiary Mailing Address, City, State, Zip	Their full postal address. Watch out: An address that goes stale is the usual failure here. It is worth checking the designation every time you renew the registration.
8	YOU	Beneficiary licence number, date of birth, SSN or Federal ID, email and phone	The identification block for the person being named. Watch out: You will have to ask them for these, which is a second reason the designation cannot really be kept a secret.
9	YOU	Signature of Current Owner and Date	One signature, under the sentence assigning ownership of the vehicle upon your death. Watch out: Post it with the original Vermont title and \$42.00. All three go together, and an application arriving without the certificate stops at the first desk it reaches.

What gets this one rejected

- A vehicle in two names. Transfer on death applies only to a vehicle registered and titled to one owner, and a jointly held certificate cannot carry the legend.
- The application posted without the certificate. The form says the title must accompany the application, in bold, immediately under the fee.
- No fee. The department names it on the face of the form: \$42.00, the ordinary Vermont title fee, because a new certificate is being printed.
- A beneficiary written in as two people. There is one name block and one line of statute behind it, and a designation naming a couple is not a designation.
- A vessel, snowmobile or all-terrain vehicle. VT-021 puts the exclusion in the same breath as the rule - transfer on death excludes vessels, snowmobiles and ATVs.
- An assumption that the designation moves the car quietly. The new owner will be required to obtain new plates and is subject to purchase and use tax unless exempt under 32 V.S.A. s. 8911.

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



Transfer on Death

DEPARTMENT OF MOTOR VEHICLES
Agency of Transportation

dmv.vermont.gov

120 State Street
Montpelier, Vermont 05603-0001
Phone (802)828.2000
Toll Free: 888-99-VERMONT
TTD: 711

TRANSFER OF INTEREST IN VEHICLE

Where the title identifies a person who will become the owner upon the death of the titled owner, the titled owner shall have all ownership rights and transfer rights until his or her death. The designated transferee shall not be listed on the registration of the vehicle. The designated transferee shall have no rights of ownership until such time as the titled owner has died, as established by a valid death certificate. At that time, the transferee shall become the owner of the vehicle subject to any existing security interests. Transfer on death only applies to vehicles registered/titled to one owner.

Transfer of vehicle upon the death of the owner will be subject to Registration, Tax, and Title fees. The title fee is due for processing. The new owner will be required to obtain new plates and be subject to tax unless exempt as defined under 32 V.S.A. § 8911. The title must accompany this application.

Submit this application to DMV with the following:

Fee Due: \$42.00

Documentation Needed: *Original Vermont Title*

Please select one of the following:

I wish to ☒ Add ☐ Remove the following Transfer on death designated transferee;

Current Owner:

Name Last Chevalier		First Estelle		Middle M.
Make TOYOTA	Model RAV4 LE	Year 2014	Body SUV	Color Magnetic Grey
Vehicle Identification Number 2T3WFREV9EW118052				
Vermont Driver License/Permit No. 44903178	Current Vermont Plate No. MRT621		Odometer Reading 74,905	☒ Miles ☐ Kilometers ☐ Hours

Beneficiary Section (Owner upon my death):

Name Last Chevalier		First Leon		Middle P.
Mailing Address (Street, Road or PO Box): 9 Little Chicago Rd			City: Ferrisburgh	State: VT
Zip: 05456				
Vermont Driver License/Permit No. 50871266	Date of Birth (beneficiary): 09/08/1994		SSN or Federal ID Number xxx-xx-5507	
E-mail: l.chevalier@example.com			Phone Number: (802) 555-0192	

Statements and warrants made herein are certified under penalty of 23 VSA § 202, 203, 2082, 2083 and 32 VSA § 8901-8915

I hereby assign or transfer ownership of the vehicle described above upon my death.

Signature of Current Owner

Date