

How to fill out DMV-1D-TR — Purchaser's Affidavit for Duplicate Title

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West Virginia · written against DMV-1D-TR (Rev 03/18), issued under W. Va. Code 17A-3-19

The rescue for the sale that half-finished: you signed the title over and sent your sold notice, the buyer lost the certificate before titling it, and the record now says SOLD with nobody able to move. This affidavit is how the two of you jointly restart it - the purchaser requests a duplicate title be issued for the described vehicle and states their reason, the owner of record authorizes the purchaser to apply, both sign, and a notary certifies the sheet. The reverse prints the Division's own checklist for exactly this situation, headed applying for a duplicate title if status of the title has been changed to SOLD.

This sheet is not the form. Download the blank DMV-1D-TR from the West Virginia Division of Motor Vehicles at https://webapps.transportation.wv.gov/TWS/WVDOTDocumentStorageMigration/PDF/Transportation/DMV/DMVFormSearch/DMV-1D-TR_-_Affidavit_Duplicate_Title.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	Purchaser's block	Name, date and resident address, then the request sentence with the vehicle's make, model, year and VIN. Watch out: Write the name exactly as it appeared on the sold notice - that is the record this affidavit is matched against.
2	BUYER	The reason line	One honest sentence about where the certificate went. Watch out: Plain beats padded. The examiner wants to know the assigned title is genuinely unrecoverable, not to grade your prose.
3	YOU	Owner/seller's block	Your details, and the authorisation sentence naming the purchaser and yourself. Watch out: Check part I before you sign part II - your authorisation covers their whole affidavit, reason and all.
4	YOU	Both signatures, then the notary	Purchaser and seller sign and print under the false-statements certification, before the notary who completes the block. Watch out: One notary sitting, both of you present, is the version of this that finishes same-day. Separate swearings on one sheet do not work here - there is a single block.
5	YOU	Attach it to the owner's duplicate application	This affidavit staples to the DMV-4-TR the owner of record completes, with the fee. Watch out: The reverse's checklist says the fee is \$15.00 - one fee, one packet, and agree between you who pays it, because the state does not care.

What gets this one rejected

- The purchaser applying alone. The checklist's first line puts the duplicate application itself in the hands of the owner of record - this affidavit authorises and accompanies, it does not replace them.
- A purchaser the record has never heard of. The affidavit must be completed by the purchaser listed on the sold affidavit - if your DMV-1-S named UNKNOWN, the harder route through a DMV-1B and a letter of explanation opens instead.
- No reason written. The free-text line is the affidavit's substance; lost in a house move is enough, but blank is not.
- Signatures without the notary. Both parties' signatures are sworn here - the block at the foot is what makes the sheet an affidavit rather than a note.
- Expecting the duplicate to land with the buyer. It issues to the owner of record, whose title it still legally is - the assignment then has to be written again, which is the painful part of the lesson.

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

Read off DMV-1D-TR (Rev 03/18) and the West Virginia Division of Motor Vehicles's own pages, current as of 2026-08-23. Plain-language help with a sellmycarhub.com form, not legal advice — where this and the agency differ, the agency governs.

DMV-1D-TR
REV 03/18

West Virginia Department of Transportation
Division of Motor Vehicles
PURCHASER'S AFFIDAVIT FOR DUPLICATE TITLE



1-800-642-9066
www.dmv.wv.gov

NOTE: Steps for applying for duplicate title if status of title has been changed to "SOLD" listed on reverse side →

I. PURCHASER

Name: Last Maxwell	First Dorsey	Middle L.	Date (mm/dd/yyyy) 09/21/2026
Resident Street Address 1522 Locust Ave		City Fairmont	State WV Zip Code 26554

I, **Dorsey L. Maxwell**, do hereby request a duplicate title be issued for the following vehicle:
Purchaser's Name

Manufacturer's Make Ford	Model Escape SE	Model Year 2014
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VIN Number: **1 F M C U 9 G X 0 E U C 2 8 3 7 4**

I make this request for a duplicate title for the following reason:

The assigned title was lost in a house move before I could apply for a new title in my name.

II. OWNER/SELLER

Name: Last Burdette	First Rosalie	Middle M.	Date (mm/dd/yyyy) 09/21/2026
Resident Street Address 214 Sycamore Hollow Rd		City St. Albans	State WV Zip Code 25177

I, **Dorsey L. Maxwell**, as the vehicle owner, hereby authorize **Rosalie M. Burdette** to
Vehicle Purchaser's Name Vehicle Seller's Name
apply for a duplicate title of the vehicle.

III. SIGNATURES

I hereby certify under penalty of false statements that the foregoing information is true and accurate to the best of my knowledge.

Purchaser's signature (X) _____ Seller's signature (X) _____
Purchaser's printed name **Dorsey L. Maxwell** Seller's printed name **Rosalie M. Burdette**

NOTARY PUBLIC

Subscribed and sworn before me this _____ day of _____, 20_____.

(X) _____
Notary Public signature

My Commission expires on ____/____/____.