

How to fill out DMV-9-TR — Limited/Restricted Power of Attorney (POA)

One paragraph that lets somebody else sign the certificate for you - limited, as its name insists, to a single described vehicle. The grant is broad within that limit: authority to sign in the name of the undersigned any certificate of title covering the vehicle described above in whatever manner necessary to effect the transfer of such title, application for a duplicate title, or application for a new title, as the agent may deem fit and proper. It is the working answer for the co-owner posted out of state, the parent selling a student's car, and any AND title whose second signature lives three time zones away.

This sheet is not the form. Download the blank DMV-9-TR from the West Virginia Division of Motor Vehicles at <https://webapps.transportation.wv.gov/TWS/WVDOTDocumentStorageMigration/PDF/Transportation/DMV/DMVFormSearch/DMV-9-TR-wf.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	The principal's details	The absent owner's name, address and phone - the person granting the power, not the person receiving it. Watch out: The label reads buyer, seller, or legal owner because the form serves both directions. Whoever cannot attend is the one who completes and signs.
2	YOU	The vehicle, fully described	VIN, make, year built and body style, exactly as the certificate reads. Watch out: This description is the boundary of the power. Photograph the certificate and copy from the photograph - a VIN error here voids the errand.
3	YOU	Naming the agent	The agent's full name and address into the printed appointment sentence. Watch out: Name a person, not a household. The counter matches this name against the ID of whoever appears holding the sheet.
4	YOU	Execution	The written-out date, then sign and date the (X) line. Watch out: If the car's mileage must be disclosed, sign the separate odometer statement at the same sitting - the seminar's rule means your agent cannot supply that figure for you.

What gets this one rejected

- A blank or partial vehicle description. The power is limited to the vehicle described; an agent holding a POA with an empty VIN box is holding nothing.
- An agent filling in the odometer figure on their own authority. Where the vehicle needs a mileage disclosure, the Division's dealer seminar is explicit that a limited POA must travel with a separate odometer disclosure statement signed by the customer.
- Using it to dodge a second owner's involvement. The absent owner still executes this - it moves the pen, not the consent.
- An agent signing their own name without showing the sheet. The signature made under a POA only works for someone who can produce the instrument behind it.
- Assuming it covers the next car too. One vehicle, described above - selling a second vehicle means executing a second form.

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

DMV-9-TR Rev. 10/22

West Virginia Department of Transportation

Division of Motor Vehicles

Limited/Restricted Power of Attorney (POA)



1 I, **Emory C. Burdette**, of **1017 Juliana St**
BUYER, SELLER, OR LEGAL OWNER'S NAME STREET ADDRESS
Parkersburg **WV** **26101**, **(304) 555-0173**
CITY STATE ZIP CODE PHONE NUMBER

Motor Vehicle, Trailer, or Boat Information

VEHICLE IDENTIFICATION / HULL / SERIAL NUMBER	MAKE	YEAR BUILT	BODY STYLE
1FMCU9GX0EUC28374	Ford	2014	SUV

3 do hereby authorize and appoint **Rosalie M. Burdette**, of
APPOINTED AGENT'S NAME
214 Sycamore Hollow Rd **St. Albans** **WV** **25177**,
STREET ADDRESS CITY STATE ZIP CODE
(304) 555-0142, as my agent. I grant my agent authority to sign in the name of the undersigned,
PHONE NUMBER

any certificate of title covering the vehicle described above in whatever manner necessary to effect the transfer of such title, application for a duplicate title, or application for a new title of said vehicle as my agent may deem fit and proper.

Any person, including my agent, may rely upon the validity of this power of attorney unless that person knows it has been terminated or is invalid.

IN WITNESS THEREOF, the undersigned has executed this instrument this ____ day of _____, 20 ____.

(X)

SIGNATURE OF OWNER

DATE