



## REMOVE A DECEASED OWNER FROM A COLORADO TITLE & REGISTRATION

### Be prepared before you visit us:

Step One: Decide if this is option is right for your transaction.

- You are a current resident of Adams County
- You must be the listed owner, personal representative, or successor

Step Two: What do you need?

- Secure and Verifiable Identification (SVID)** This identification must be provided by the owner of record. For an example of acceptable SVID, visit [www.adcogov.org/motor-vehicle](http://www.adcogov.org/motor-vehicle)
- Most Current Title to the vehicle (Copies not acceptable).**
  - If a lien is noticed on the face of the title that must be released by the lienholders name, agents' signature, and date. If the lien is not being release it must read "Lien Still Active "in that section of the title.  
A separate lien release can also be accepted and must include the following:
    - On Company Letterhead (not required if individual)
    - Vehicle description (Year, Make and VIN)
    - Titled owner's name(s)
    - Agent's signature
    - Signed under penalty of perjury in the second degree
    - Date lien released
- When the title is in the name of one owner, and that person is deceased you will need the Most Current Title (copies not acceptable) and one of the following documents:**
  - A copy of Informal Probate/Appointment; or
  - A copy of Letters of Testamentary; or
  - The DR2712 Affidavit for Collection of Personal Property to Small Estates Proceeding and copy of Colorado Death Certificate, Verification of a Colorado Death Record issued by the state or a copy of an out-of-state death certificate; **OR**

\*The DR2712 Affidavit for Collection of Personal Property to Small Estates Proceeding can be used when the deceased owner's estate was under \$70,000 (Affidavit must always specifically describe the vehicle by year, make and VIN). This form MUST be notarized.  
DR2712 can be found at <https://dmv.colorado.gov/sites/dmv/files/documents/DR%202712.pdf>

\*Certified letters of testamentary or of administration can be obtained by the courts.
- When the title is in the name of two owners, one owner is deceased and "JTWROS" is on the face of the title, you will need the Most Current Title and the following documents:**
  - Copy of Colorado Death Certificate of the deceased owner.
- DR 2444 Statement of Fact (if applicable)
- DR2421 Statement of One in the Same (listing all variations of the new owner's name) (if applicable)
- Cash, Money Order, Check, Credit Card, or Debit card (\$0.75 +2.25% additional fee for credit and debit card transactions)**

## Adams County Motor Vehicle Locations

Lobby Hours: 7 a.m. – 4:30 p.m., Tuesday-Friday, except holidays.

***For Adams County Motor Vehicle office closures, shut downs, and walk-in options visit:***  
[www.adcogov.org/motor-vehicle](http://www.adcogov.org/motor-vehicle)

### **Brighton (Main Office)**

Adams County Government Center  
4430 S. Adams County Pkwy., Suite E2001  
Brighton, CO 80601  
Ph: 720.523.6010  
Fx: 720.523.6011

### **Bennett**

355 S. First Street  
Bennett, CO 80102  
Fx: 720.523.7651  
**Closed daily 12-1 p.m.**

### **Westminster**

8452 Federal Blvd.  
Westminster, CO 80031  
Fx: 303.428.2294

### **Aurora**

3449 Chambers Rd  
Aurora, CO 80011  
Fx: 720.374.0588

### **North Pecos**

12200 Pecos St.  
Westminster, CO 80234  
Fx: 303.453.8528

### **Commerce City**

7190 Colorado Blvd., Suite 100  
Commerce City, CO 80022  
Fx: 720.322.1616

Adams County Motor Vehicle Office  
Mailing: P.O. Box 5011 Brighton, CO 80601-8215  
Ph: [720.523.6010](tel:720.523.6010)  
[Adcogov.org/motor-vehicle](http://Adcogov.org/motor-vehicle)

## State of Colorado

# Affidavit for Collection of Personal Property Pursuant to Small Estate Proceeding

### C.R.S. 15-12-1201

State		County		
Name of Successor				
Name of Successor				
Name of Deceased				
<ul style="list-style-type: none"> <li>I/we are successor(s) of the deceased.</li> <li>The fair market value of property owned by the decedent and subject to the disposition by will or intestate succession at the time of his or her death, wherever that property is located, less liens and encumbrances, does not exceed seventy thousand dollars (\$70,000).</li> <li>At least ten days have elapsed since the date of death of the decedent.</li> <li>No application or petition for appointment of a personal representative is pending or has been granted in any jurisdiction.</li> <li>I/we as successor(s) of the decedent am/are entitled to the payment of any sums of money due and owing to the decedent, and all tangible personal property belonging to the decedent including the following described vehicle:</li> <li>Death certificate must accompany small estate affidavit.</li> </ul>				
Year	Make	Model	VIN	
Signature			Date	
Signature			Date	
<b>Notary Seal</b>	Subscribed and affirmed, or sworn to, before me this _____ day of _____, 20_____, in the county of _____, State of Colorado.			
	Notary Public Signature			
	Commission Expiration Date			

# Application For Title and/or Registration

## C.R.S. 42-3-105, 42-3-304(25)(c), 42-6-107, 42-6-116, 42-6-117

Any Alteration or Erasure may Void this Document

Vehicle Identification Number (VIN) <input style="width: 100%;" type="text"/>										Fuel Type*: *If electric, is it plug-in electric? <input type="checkbox"/> Yes <input type="checkbox"/> No	
Year	Make	Body	Model	Color	CWT	Off-Highway Vehicle <input type="checkbox"/> Yes <input type="checkbox"/> No		Snowmobile <input type="checkbox"/> Yes <input type="checkbox"/> No			
Dealer #	Date Purchased		Commercial Use <input type="checkbox"/> Yes <input type="checkbox"/> No		MSRP	Size (W x L)		Bus Cap. <input type="checkbox"/> Adult <input type="checkbox"/> Juvenile			
<b>Legal Name(s) as it Appears on Identification* and Address of Owner(s) or Entity</b>				Lease Buy-Out <input type="checkbox"/> Yes <input type="checkbox"/> No		<b>Legal Name(s) as it Appears on Identification and Physical Address of Lessee</b>					
* <input type="checkbox"/> DR 2421 Attached				Indicate Alternate Address Here if The Registration Renewal Should be Sent to a Different Address							
<b>First Lienholder Name and Address or ELT E- Number</b>				<b>Second Lienholder Name and Address**</b>							
Lien Amount				Lien Amount							
Indicate Alternate Address Here if The Title Should be Sent to a Different Lienholder Address				Indicate Alternate Address Here if The Title Should be Sent to a Different Lienholder Address							
<p><b>*DR 2421 Statement of One in the Same is required when the owner's name on the Secure and Verifiable ID differs from the owner's name on the application/title.</b></p> <p><b>**If more than two lienholders, please attach separate documentation.</b></p> <p>Motor vehicle insurance or operator's coverage is compulsory in the State of Colorado. Proof of insurance is required prior to issuance of a registration. Non-compliance with this requirement is a misdemeanor traffic offense. Pursuant to 42-4-1409, C.R.S., the penalties for failure to have motor vehicle insurance coverage is a Class 1 Misdemeanor Traffic Offense punishable by a mandatory minimum ten days imprisonment, or three hundred dollar fine, or both or a mandatory maximum one year imprisonment, or one thousand dollar fine, or both shall be imposed by section 42-4-1701(3)(a)(II)(A), C.R.S.; and</p> <p>a. A minimum mandatory fine of not less than five hundred dollars or greater if imposed by the court; and</p> <p>b. At the discretion of the court, not less than forty hours of community service, subject to the provisions of section 18-1.3-507, C.R.S.</p> <p>c. A second or subsequent conviction within a period of five years following a prior conviction, a minimum mandatory fine of not less than one thousand dollars.</p> <p>After obtaining a registration, you will be required to sign an affirmation clause indicating compliance with insurance requirements.</p> <p>Unless a person waives his or her confidentiality, the information contained in the person's motor vehicle record shall not be used for any purpose other than a purpose authorized by law, pursuant to C.R.S. 42-2-121 (4)(a).</p> <p><b>I certify, under penalty of perjury in the second degree, that the above information is true and accurate to the best of my knowledge.</b></p>											
Owner or Agent Signature								Date			
Printed name of Owner/Agent as it appears on Identification:											
Secure and Verifiable ID of Owner/Agent: <input type="checkbox"/> Colorado DL <input type="checkbox"/> Colorado ID <input type="checkbox"/> Other:											
ID#				Expires				DOB			
The undersigned witness affirms that the named owner of the vehicle identified in this document presented the identification described above.											
Witness Signature								Date			
<b>County Use Only (Dealers/Lienholders: Do Not Write Below this Line)</b>											
Previous Title Number					Title Number						
Date Accepted	Purchase Price		Odometer Reading & Indicator		GVWR	Fleet #		Unit #			
<b>First Lienholder #</b>					<b>Second Lienholder #</b>						
Lien File No.	Lien Amount	Maturity Date	Date of Lien		Lien File No.	Lien Amount	Maturity Date	Date of Lien			
Taxes Paid:					Filing Fees:						
Additional Comments:											
Clerks Initials _____											

This form is only required if there is more than one owner and Joint Tenancy is desired

## State Of Colorado

# Joint Tenancy with Rights of Survivorship Acknowledgement of Intent

C.R.S. 38-11-101

**Any Alteration or Erasure may Void this Document**

To create joint tenancy with rights of survivorship, there must be specific language declaring such intent, signed under penalty of perjury in the second degree by all owners. This form is only applicable to multiple owners.

**Joint Tenancy with rights of Survivorship is defined as:** A form of legal co-ownership of property (also known as survivorship). At the death of one co-owner, the surviving co-owner becomes sole owner of the property. Transfer of ownership requires copy of death certificate and signature of survivor.

**Tenancy in Common is defined as:** The equal or unequal holding of property by two or more persons. At the death of one co-owner, the deceased share of the property goes to his/her estate and is to be divided according to his/her will or the law in the absence of a will. Transfer of ownership requires documents appointing a personal representative for the decedent.

	Year	Make.	Model
<b>Owner One</b>	I _____ (print name) request the Colorado Certificate of Title for the Vehicle described above be issued in: <input type="checkbox"/> Joint Tenancy With Rights of Survivorship <input type="checkbox"/> Tenancy in Common  Per C.R.S. 42-6-116; I certify under penalty of perjury in the second degree that the above information is true and correct to the best of my knowledge.		
	Owners Signature		Date
<b>Owner Two</b>	I _____ (print name) request the Colorado Certificate of Title for the Vehicle described above be issued in: <input type="checkbox"/> Joint Tenancy With Rights of Survivorship <input type="checkbox"/> Tenancy in Common  Per C.R.S. 42-6-116; I certify under penalty of perjury in the second degree that the above information is true and correct to the best of my knowledge.		
	Owners Signature		Date
<b>Owner Three</b>	I _____ (print name) request the Colorado Certificate of Title for the Vehicle described above be issued in: <input type="checkbox"/> Joint Tenancy With Rights of Survivorship <input type="checkbox"/> Tenancy in Common  Per C.R.S. 42-6-116; I certify under penalty of perjury in the second degree that the above information is true and correct to the best of my knowledge.		
	Owners Signature		Date
<b>Owner Four</b>	I _____ (print name) request the Colorado Certificate of Title for the Vehicle described above be issued in: <input type="checkbox"/> Joint Tenancy With Rights of Survivorship <input type="checkbox"/> Tenancy in Common  Per C.R.S. 42-6-116; I certify under penalty of perjury in the second degree that the above information is true and correct to the best of my knowledge.		
	Owners Signature		Date

## STATE OF COLORADO Statement of One and the Same

_____
and _____
<b>Are one and the same</b> <input type="checkbox"/> Person <input type="checkbox"/> Company
<b>I certify under penalty of perjury in the second degree, that the above statements are true and accurate to the best of my knowledge.</b>
Signature _____