

Titling a new vehicle to a business name

Step 1- Create a NJMVC business account- complete BA-8 packet to obtain a NJMVC Entity Identification Number (EIN) (Allow two weeks to process): <https://www.state.nj.us/mvc/pdf/business/BA-8.pdf>

Step 2- Download and complete the Universal Title Application (UTA) and registration application forms:

UTA- <https://www.state.nj.us/mvc/pdf/vehicles/OS-SS-UTA.pdf>

Registration- <https://www.state.nj.us/mvc/pdf/vehicles/BA-49.pdf>

Step 3- Ensure all title transfer documents are complete (1 per vehicle):

- ✓ Original Manufacture sale of origin (MSO) with odometer statement completed and signed on reverse side
- ✓ Universal Title Application (UTA), follow attached instructions

Step 4- If applicable, for vehicles being titled by an authorized agent bring one of the following:

- ✓ Letter of authorization with photo ID of stated individual, or <https://www.state.nj.us/mvc/pdf/vehicles/LOA-1.pdf>
- ✓ Power of Attorney (Only needed if signing on behalf of customer), or <https://www.state.nj.us/mvc/pdf/business/DLR-NSPOA.pdf>
- ✓ Company Letterhead stating the individual is authorized to complete the title and registration transaction with copy of Photo ID of stated individual

Step 5- Make an appointment at an NJMVC vehicle center to process the title and registration:

<https://telegov.njportal.com/njmvc/AppointmentWizard/8>

*Please note that this is not an official NJMVC document. Updates can be found on our website at www.njmvc.gov