

## Motor Vehicle Request and Receipt

Name of Person Requesting Information									
First Name			Middle Name				Last Name		
Address									
City				State	ZIP	Phone Number			
Please Complete the Following Information Send the Necessary Fee for Your Request									
This Information is Required					Date		Account Number <b>M 15 – 25571</b>		
Year of Vehicle	Make	Body Style	Check Your Req.	Type of Request <small>(see instructions on page 2 for additional information)</small>		Quantity	Price	Amount	
			<input type="checkbox"/>	Colorado Assigned VIN <small>(see instructions, step 1)</small>			3.50		
Vehicle Identification Number <small>(as it appears on vehicle/registration)</small>			<input type="checkbox"/>	Dealer Title <small>(see instructions, step 2)</small>			25.00		
			<input type="checkbox"/>	State Agency Title <small>(see instructions, step 3)</small>			7.20		
Provide This Information if Available			<input type="checkbox"/>	State License Plate (single plate), <small>(see instructions step 4)</small>			1.63		
Colorado Title Number			<input type="checkbox"/>	State License Plate (set), <small>(see instructions step 5)</small>			3.26		
License Plate Number				<b>5750</b>		<b>Total</b>	<b>(999)</b>	\$ .	
<small>The State may convert your check to a one time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department of Revenue may collect the payment amount directly from your bank account electronically.</small>									

**No Refunds Will Be Granted For Requests**

**Make check or money order payable to:  
 COLORADO DEPARTMENT OF REVENUE**

## Instructions For Title Information

To comply with Colorado Laws this procedure is to be followed when applying for title information.

**Additional Information:**

All forms are available online at [www.colorado.gov/revenue](http://www.colorado.gov/revenue), at the Colorado State Motor Vehicle office, or at any county motor vehicle office in Colorado.

Steps	What You Need To Do	Form(s) Needed
Step 1	A fee of \$3.50 is paid to obtain a Colorado Assigned VIN number. Please see form DR 2709 for complete instructions	DR 2539 DR 2709
Step 2	For use by Colorado Licensed Automobile Dealers only. Dealers must submit \$25.00 for each title being obtained in the dealership name.	\$25.00
Step 3	For use by Colorado State Agencies applying for title. The agency must submit \$7.20 for each title being obtained.	\$7.20
Step 4	For use by Colorado State Agencies applying for a new or replacement plate. A single plate is issued to trailers, truck tractors and SMM equipment. The agency must submit \$1.89 for each plate requested.	\$1.89/individual plate
Step 5	For use by Colorado State Agencies applying for new or replacement plates. A set of plates is issued to passenger vehicles (including buses), light trucks and GVW trucks. The agency must submit \$3.78 for each set requested.	\$3.78/set
Step 6	<p><b>Mailing Instructions</b></p> <p><b>To process by U.S.P.S. regular OR Express mail, please mail to:</b>            Colorado Department of Revenue            P. O. Box 173350            Denver, CO 80217-3350</p> <p><b>To process by Fed-Ex or UPS, etc mail, please mail to:</b>            Colorado Department of Revenue            1375 Sherman Street            P.O. Box 173350            Denver, CO 80217-3350</p> <p><b>WALK-IN Requests ONLY:</b>            Department of Revenue            1881 Pierce Street            Lakewood, CO 80214</p>	

**If you have questions, please contact the Title And Registration Section at (303)205-5608**