

Only for Kansas Title

Purchased from Individual

- Title, legally assigned from previous owner
- Titles with a Salvage or Non-Hwy branding will require an inspection ⁽³⁾
- Current mileage
- Proof of insurance for newly acquired vehicle ⁽¹⁾
- Photo ID
- Power of attorney, if new purchaser of vehicle is not signing ⁽²⁾
- Current Kansas registration from previous vehicle, if transferring plate with same ownership

Purchased from Kansas Dealer

- Title, legally assigned from dealer
- Current mileage
- Proof of insurance for newly acquired vehicle ⁽¹⁾
- Photo ID
- Power of attorney, if new purchaser of vehicle is not signing ⁽²⁾
- Sales tax receipt
- Current Kansas registration from previous vehicle, if transferring plate with same ownership

Purchased from Out of State Dealer

- Title, legally assigned from dealer
- Current Mileage
- Proof of insurance for newly acquired vehicle ⁽¹⁾
- Photo ID
- Power of attorney, if new purchaser of vehicle is not signing ⁽²⁾
- Bill of sale
- Current Kansas registration from previous vehicle, if transferring plate with same ownership

- (1) Proof of insurance can be shown through physical insurance card or electronically through cell phone
- (2) Power of attorney form must be signed by owner, the person executing power of attorney will need a copy of owner's photo ID as well as show their own photo ID
- (3) Two locations: 1900 E Tigua (Kechi) HWY 254 & Rock Rd. (handles any title or bill of sale inspections) // 2525 W Douglas Wichita KS 67213 location will only inspect clean titles. (They will not inspect vehicles with a salvage or non-highway branding, bill of sales, trailers or anything that is being trailered. If the vehicle cannot fit into a standard parking stall, the inspection will need to be completed at the Kechi location.
- (4) Must provide LES & orders with the Military Affidavit form. If you are Air Guard, Army Guard or National Guard, you will need to have your commanding officer sign off on the bottom of the Military Affidavit form.
- (5) All specialty plate forms can be found at Sedgwick County website – www.sedgwickcounty.org

If "OR" separates the two or more owners' names, any owner can legally sign the title. If "AND" separates the two or more owners' names, all owners must sign title. This also applies when coming to tag office and signing other documentation.

If there is a lien on the vehicle, you cannot add or remove an owner unless you have a notarized Lienholder's Consent to Transfer Ownership form completed. This form can be found on our website at:

www.sedgwickcounty.org

WILL NOT ACCEPT TITLES SHOWING ANY ERASURES, WHITEOUT, ALTERATION OR MUTILATIONS

If you have questions please call our call center at 316.660.9000