

Only for Out of State Title

Purchased from Individual

- Title, legally assigned from previous owner
- 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
- Lien release, if lien is listed on front of title
- Current Kansas registration from previous vehicle, if transferring plate with same ownership
- Inspection from Kansas Highway Patrol (MVE-1) ⁽³⁾

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
- Lien release, if lien is listed on front of title
- Current Kansas registration from previous vehicle, if transferring plate with same ownership
- Inspection from Kansas Highway Patrol (MVE-1) ⁽³⁾

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
- Lien release, if lien is listed on front of title
- Current Kansas registration from previous vehicle, if transferring plate with same ownership
- Inspection from Kansas Highway Patrol (MVE-1) ⁽³⁾

Transfer Current Out of State Title to Kansas-New Kansas Resident

- Title ⁽⁴⁾
- Current mileage
- Proof of insurance for current vehicle ⁽¹⁾
- Photo ID
- Power of attorney, if current owner of vehicle is not signing ⁽²⁾
- Current out of state registration
- Inspection from Kansas Highway Patrol (MVE-1) ⁽³⁾

- (1) Proof of insurance can be shown through physical insurance card or 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) If you are still making payments on the vehicle and do not have the title, you will need to request that the paper title with the lienholder's name listed be sent to the Sedgwick County Tag Office. You will need to complete a Title Request Fax form to start the transfer process. This form can be found on our website at www.sedgwickcounty.org or you can stop at the information desk at either Tag Office location to complete and fax your request. We cannot issue a Kansas plate and registration without the physical Out of State title sent to our office.

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