

Dealer Sale	Private Party Sale	Plate Change	Renewal / Re-Registration	Out-of-State Transfer
<ul style="list-style-type: none"> <input type="checkbox"/> TR-1 form <input type="checkbox"/> Insurance Information (valid RI insurance) <input type="checkbox"/> Dealer Sales Tax form <input type="checkbox"/> Bill of Sale <input type="checkbox"/> Gross Vehicle Weight <input type="checkbox"/> RI license or identification card <input type="checkbox"/> RI Use Tax form (out-of-state dealers only) <input type="checkbox"/> Power of Attorney (if leased vehicle) <input type="checkbox"/> If two owners on title, both parties must be present during registration, if not, signature of the absent party must be notarized on TR-1 <p>And the following:</p> <ul style="list-style-type: none"> <input type="checkbox"/> Manufacturer's Statement of Origin (MSO) or Title (if model year of vehicle is 2001 or newer) <input type="checkbox"/> VIN check – if title is from another state (if model year of vehicle is 2001 or newer) 	<ul style="list-style-type: none"> <input type="checkbox"/> TR-1 form <input type="checkbox"/> Insurance Information (valid RI insurance) <input type="checkbox"/> Sales Tax form <input type="checkbox"/> Title (if model year of vehicle is 2001 or newer) <input type="checkbox"/> VIN check – if title is from another state (if model year of vehicle is 2001 or newer) <input type="checkbox"/> Bill of Sale <input type="checkbox"/> Gross Vehicle Weight <input type="checkbox"/> RI license or identification card <input type="checkbox"/> Proof of Previous Owner (non-titled vehicles) <input type="checkbox"/> Gift letter (notarized if vehicle gifted is from a non-immediate family member) <input type="checkbox"/> If two owners on title, both parties must be present during registration, if not, signature of the absent party must be notarized on TR-1 	<ul style="list-style-type: none"> <input type="checkbox"/> TR-1 form <input type="checkbox"/> Insurance Information (valid RI insurance) <input type="checkbox"/> Registration Certificate(s) <input type="checkbox"/> RI license or identification card <input type="checkbox"/> Plates to be canceled <input type="checkbox"/> Power of Attorney (if leased vehicle) 	<ul style="list-style-type: none"> <input type="checkbox"/> TR-1 form <input type="checkbox"/> Insurance Information (valid RI insurance) <input type="checkbox"/> Proof of Ownership (title or previous registration) <input type="checkbox"/> RI license or identification card <input type="checkbox"/> Plate number (if available) <input type="checkbox"/> Power of Attorney (if leased vehicle) 	<ul style="list-style-type: none"> <input type="checkbox"/> TR-1 form <input type="checkbox"/> Insurance Information (valid RI insurance) <input type="checkbox"/> Title – copy of title if financed or leased (if model year of vehicle is 2001 or newer) <input type="checkbox"/> VIN check (if model year of vehicle is 2001 or newer) <input type="checkbox"/> Tax exempt card <input type="checkbox"/> Tax questionnaire (Bill of Sale, if applicable) <input type="checkbox"/> RI license or identification card (if out-of-state license is presented, proof of residency is additionally required) <input type="checkbox"/> Proof of Ownership (non-titled vehicles) <input type="checkbox"/> Power of Attorney (if leased vehicle) <input type="checkbox"/> If two owners on title, both parties must be present during registration, if not, signature of the absent party must be notarized on TR-1
Name Change	Address Change	Surviving Spouse	Duplicate	
<ul style="list-style-type: none"> <input type="checkbox"/> TR-1 form <input type="checkbox"/> Insurance Information (valid RI insurance) <input type="checkbox"/> RI license or identification card (with updated name) <input type="checkbox"/> Title (if model year of vehicle is 2001 or newer) 	<ul style="list-style-type: none"> <input type="checkbox"/> TR-1 form <input type="checkbox"/> Insurance Information (valid RI insurance) <input type="checkbox"/> Change of Address Card (if by mail) <input type="checkbox"/> RI license or identification card 	<ul style="list-style-type: none"> <input type="checkbox"/> TR-1 form <input type="checkbox"/> Title, in name of deceased (if model year of vehicle is 2001 or newer) <input type="checkbox"/> Current registration <input type="checkbox"/> Death certificate (original) <input type="checkbox"/> Insurance Information (valid RI insurance) <input type="checkbox"/> RI license or identification card 	<ul style="list-style-type: none"> <input type="checkbox"/> TR-1 form <input type="checkbox"/> Insurance Information (valid RI insurance) <input type="checkbox"/> RI license or identification card <input type="checkbox"/> Plate number (if available) <input type="checkbox"/> Power of Attorney (if leased vehicle) 	

Proof of Residency

Within 60 Days

- Utility bill (gas, electric, telephone, cable, oil) in your name or in the name of an immediate family member with the same last name; **or**
- Personal check or bank statement with your name and address (no P.O. box); **or**
- Payroll check stub with your name and address.

Within Valid Effective Dates

- Insurance policy for your home/apartment with your name and address; **or**
- Property tax bill for your residence; **or**
- If a minor, school records, which include the student's address and are for the current school year (or past year if during summer vacation). Acceptable records include a report card, diploma, transcript or ID card, together with parent's license/ID with same address; **or**
- Valid Voter Registration Card.

Within 30 Days

- Letter from Rhode Island shelter or halfway house indicating that applicant resides there. Such a letter must be on letterhead, must be dated within presentation and must include name and contact information of an administrator of the shelter or halfway house.

Identity documents (legal name and date of birth)

- Rhode Island license or identification card or valid out-of-state license

IMPORTANT INFORMATION

- ♦ **If person registering the vehicle is not present during the registration transaction, the registration application (TR-1) must be notarized.**
- ♦ **SALVAGE TITLES: All salvage titles for vehicles, where the model year is 2001 or newer, are required to have a Salvage VIN Inspection (TR-5).**
- ♦ **All documents are subject to review.**