

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 original title (if model year of vehicle is 2001 or newer) <input type="checkbox"/> VIN check – if original 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"/> Original title (if model year of vehicle is 2001 or newer) <input type="checkbox"/> VIN check – if original 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 original 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 	<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 (original title or previous registration) <input type="checkbox"/> RI license or identification card <input type="checkbox"/> Plate number (if available) 	<ul style="list-style-type: none"> <input type="checkbox"/> TR-1 form <input type="checkbox"/> Insurance Information (valid RI insurance) <input type="checkbox"/> Original title - if model year of vehicle is 2001 or newer <input type="checkbox"/> Out-of-State leased vehicle transfers require an original title, if no loan. A photocopy of a title for a leased vehicle will be accepted ONLY if lienholder is listed on the original title. <input type="checkbox"/> VIN check (if model year of vehicle is 2001 or newer) (for VIN check locations, please contact your local police department) <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 original title, both parties must be present during registration, if not, signature of the absent party must be notarized on TR-1
		Surviving Spouse	Duplicate Registration Certificate	
Name Change	Address Change	<ul style="list-style-type: none"> <input type="checkbox"/> TR-1 form <input type="checkbox"/> Original 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) 	

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/auto 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.**