

Collecting Sales and Use Tax for Casual Vehicle Sales

When a customer submits a completed Application for a Certificate of Title and Registration,

- Customer provides Source of Ownership Document
- Customer may also provide documentation establishing proof of selling price
 - Selling Price has been completed by Seller on the title document
 - Customer has Bill of Sale document
 - Customer provides documentation of sales and use tax payment in another state

Transaction is entered into the Title and Registration automated program for review and processing:

Non-NADA Review

- NADA review is not performed on Dealer transactions, commercial vehicles and motorcycles over 7 years old, all vehicles over 19 years old, trailers, and tax exempt vehicles

NADA Review

- If transaction is submitted *with* price presented by customer is accepted
without selling price is compared to *NADA Average Trade In Price (ATIP)*
 - If the NADA ATIP is below \$1,167, customer must pay \$35 minimum tax value is accepted

ATIP, value is accepted.

customer must pay the NADA ATIP¹

The customer pays a \$10 titling fee plus the sales and use tax as determined above for this transaction, and is issued a title for the vehicle.

¹ If the customer subsequently provides documentation that the vehicle selling price was less than the NADA Average Trade In Price, a refund will be made.