

Registering a Vehicle or Transferring a Registration by Mail or Drop Box

The following items are required to register a vehicle in New York State:

- Proof of ownership (only 1 is required)
 - NYS title signed by both the buyer(s) and seller(s) – original title, no photocopies
 - Out of state title signed by both the buyer and seller – notarized if required
 - Photocopy of NY title if you already own the vehicle
 - Call the office 518-746-2163 if you already have a NY title with multiple owners
- Bill of sale
 - Private Sale - must indicate the buyer's name, purchase price, year, make and VIN and contain the previous owner's signature.
 - Out of State Dealer – must be on dealership letterhead
- New York State Insurance Card
 - Effective date must be on or before the day the vehicle is registered
 - Must show the name(s) of the registrant(s)
- Proof of identity
 - Photocopy of NYS driver license or permit
- Required forms
 - MV-82 (registration form) – complete all applicable sections and sign the back
You must check the “Transfer Plates” box and provide the plate number if transferring plates. License plates will be issued if the box is not checked and/or the plate number is not indicated.
 - DTF-802 (sales tax form) - complete all sections and sign the back
Your social security number must be entered in the appropriate box
Washington County's tax rate is 7%.
- Payment
 - Complete and return page 3 of the MV-82. Checks must be signed and payable to Washington County Clerk with the amount left blank. A copy of the completed check will be sent to you with your registration and if required, plates.
 - Provide a phone number where you can be reached. Your application will be returned to you if we have questions and cannot reach you by phone.

All items must be mailed to or placed in the drop box at:

Department of Motor Vehicles
383 Broadway Bldg A
Fort Edward, N.Y. 12828

Please visit the following site for additional registration information and forms:

<https://dmv.ny.gov/registrations>

Call the Washington County DMV Office at 518-746-2163 if you have any questions.