



# MOTOR VEHICLE VERIFICATION OF FAIR MARKET VALUE BY THE ISSUING AGENT

For Department Use Only  
Bureau of Motor Vehicles • 1101 S. Front St. • Harrisburg, PA 17104-2516

**TYPE OR PRINT ALL INFORMATION AS REQUESTED**

This form is used in conjunction with Forms MV-1, MV-4ST, MV-217A and an online processing Applicant Summary Statement.

<b>A VEHICLE DESCRIPTION</b>				
Model Year	Make of Vehicle	Model	Body Type	Purchase Price
Vehicle Identification Number (VIN)			Odometer Reading	(No Tenths) <input type="checkbox"/>

<b>B AGENT VERIFICATION OF FAIR MARKET VALUE - Check ( ✓ ) the appropriate block:</b>		
<input type="checkbox"/> I certify that the average Fair Market Value for the vehicle described above is \$ _____ as verified by the current edition of a PennDOT approved publication. Name of Publication: _____		
<input type="checkbox"/> This vehicle or the fair market value for this vehicle was not listed in a current edition of a PennDOT approved publication in my possession.		
Signature of Authorized Agent	Agent Number	Date

<b>C PURCHASER INFORMATION</b>				
Last Name (or Full Business Name)	First Name	Middle Name	PA DL/Photo ID# or Bus. ID#	Date of Birth
Co-Purchaser Last Name	First Name	Middle Name	PA DL/Photo ID#	Date of Birth

<b>D PURCHASER/SELLER EXPLANATION</b>
<p><b>Explain in detail</b> why the purchase price listed on Form MV-1, MV-4ST, MV-217 or Applicant Summary Statement is less than 80% of the average Fair Market Value, or if the vehicle is over 15 years old and the purchase price is less than \$500, explain how the purchase price was determined, or if the vehicle is not listed in a PennDOT approved publication, explain how the purchase price as listed in Section A was determined. Please use additional paper if more space is required. <b>NOTE TO PURCHASER: An additional audit of this vehicle sale by the Department of Revenue may occur. Please retain copies of this form, your cancelled check or original cash receipt, and your receipt from the seller of this vehicle, along with either your copy of the Application for Certificate of Title (Form MV-1), the Vehicle Sales and Use Tax Return/Application for Registration (Form MV-4ST) or the Application by Financial Institutions for Certificate of Title After Default by Owner (Form MV-217A). If you fail to reply to the Department of Revenue, you will be assessed for the estimated amount of tax due.</b></p>

<b>E SEAL AND SIGNATURE OF SELLER - NOT REQUIRED FOR VEHICLES PURCHASED OUT-OF-STATE</b>				
SUBSCRIBED AND SWORN TO BEFORE ME:	MONTH	DAY	YEAR	I/We state that I/we have read and signed this form after its completion, and I/we swear or affirm that the statements made herein are true and correct, and that any statement made on or pursuant to this form is subject to the penalties of 18 Pa.C.S. Section 4903(a)(2) (relating to false swearing), which shall include punishment of a fine not exceeding \$5,000, or to a term or imprisonment of not more than two years, or both.
SIGNATURE OF PERSON ADMINISTERING OATH				
SIGNATURE OF OWNER OR AUTHORIZED PERSON				
SIGNATURE OF CO-OWNER OR TITLE OF AUTHORIZED SIGNER				
Telephone Number (Will only be used if there is a problem with your application) (     )				

<b>F SEAL AND SIGNATURE OF PURCHASER</b>				
SUBSCRIBED AND SWORN TO BEFORE ME:	MONTH	DAY	YEAR	I/We state that I/we have read and signed this form after its completion, and I/we swear or affirm that the statements made herein are true and correct, and that any statement made on or pursuant to this form is subject to the penalties of 18 Pa.C.S. Section 4903(a)(2) (relating to false swearing), which shall include punishment of a fine not exceeding \$5,000, or to a term or imprisonment of not more than two years, or both.
SIGNATURE OF PERSON ADMINISTERING OATH				
SIGNATURE OF PURCHASER				
SIGNATURE OF CO-PURCHASER				
Telephone Number (     )				

## GENERAL INFORMATION

This form is to be used to verify the Fair Market Value\* of passenger vehicles, trucks with a registered weight of 11,000 lbs. and under, motorcycles and recreational vehicles (motorhome) manufactured during the past 15 model years when:

- ❖ The purchase price listed on Forms MV-1, MV-4ST and MV-217A is less than 80% of the average Fair Market Value (**EXAMPLE:** Determine the Fair Market Value of the vehicle from a PennDOT approved publication and take that amount times 80% (.80);
- ❖ The vehicle is over 15 years old and the purchase price is less than \$500;
- ❖ The vehicle is not listed in a PennDOT approved publication;
- ❖ The issuing agent must determine the Fair Market Value by using the average retail value dollar amount listed in any of the following PennDOT approved publications: N.A.D.A., The Automobile Red Book, The Black Book Official Used Car Guide, American Used Car Guide and/or the Kelley Blue Book Used Car Guide. **NOTE:** Both the N.A.D.A. and The Automobile Red Book publish guides for motorcycles and other specific motor vehicle types. Kelley Blue Book also publishes a guide for recreational vehicles.
- ❖ It is acceptable for an agent to use an online Fair Market Value Pricing and Information Guide from one of the approved PennDOT publications to determine Fair Market Value. The agent must retain a print-out of the online page in their files.

**NOTE TO PURCHASER: An additional audit of this vehicle sale by the Department of Revenue may occur. Please retain copies of this form, your cancelled check or original cash receipt, and your receipt from the seller of this vehicle, along with either your copy of the Application for Certificate of Title (Form MV-1), the Vehicle Sales and Use Tax Return/Application for Registration (Form MV-4ST) or the Application by Financial Institutions for Certificate of Title After Default by Owner (Form MV-217A).**

## EXCEPTIONS

This form is not required for:

1. A new vehicle being sold to the first retail customer
2. Reconstructed/Recovered Theft/Specially Constructed vehicles
3. Flood vehicles
4. Formerly police/taxi vehicles
5. Lease buyouts by lessee
6. Vehicles transferred in conjunction with death procedures (**including vehicles sold by the estate, executor, or administrator**) - **Form MV-39 or Short Form Certificate is required.**
7. Trailers, including travel trailers and recreation vehicle travel trailers.

## PROCEDURES

1. The issuing agent must complete all information in Sections A, including the purchase price of the vehicle, B and C using the information listed on the attached Form MV-1, MV-4ST or MV-217A.  
**NOTE:** The issuing agent must list the average Fair Market Value for the correct vehicle model listed on the certificate of title application from a PennDOT approved publication in the space provided in Section B. If the approved PennDOT publication the dealer/agent is using contains differentiation for high or low mileage, the issuing agent is required to add or deduct the value, if any, for the mileage verified from the odometer statement. The issuing agent is not to add or to deduct for specific options, such as, air conditioning, etc. Name of publication used to determine value must be listed in the space provided.
2. In Section C, individuals should list their PA Driver's License (PA DL) or Photo ID# in the space provided. Businesses should list their Business ID# (Bus. ID) where indicated (i.e. E.I.N.).
3. Section D must be completed by the motor vehicle purchaser or the vehicle seller.
4. The motor vehicle seller's and purchaser's signatures must be signed and notarized in Sections E and F. Only the purchaser's signature is required for vehicles purchased out-of-state and not the signature of the out-of-state seller.  
**NOTE:** When the motor vehicle purchaser or seller refuses to complete Sections D, E and F, the issuing agent must refuse to complete the transaction for the customer. The incomplete title application should not be submitted to the PennDOT for processing. Section E is not required to be completed for vehicles purchased out-of-state.
5. The completed form must be submitted to the Bureau of Motor Vehicles along with Form MV-1, MV-4ST or MV-217A. **NOTE:** In lieu of this application, when a motor vehicle is purchased at a public auction, the auction agent may attach a copy of the block ticket, signed by both the auctioneer or its clerk, and the applicant to the completed Form MV-1, MV-4ST or MV-217A. The block ticket must contain both the reference guide Fair Market Value and the actual purchase price.  
In addition, when a motor vehicle is purchased from a licensed dealer, the issuing agent may accept a copy of the bill of sale signed by both the dealer or its licensed sales person and the applicant who completed Form MV-1, MV-4ST or MV-217A, instead of Form MV-3, provided that the bill of sale contains both the approved appraisal guide's stated Fair Market Value of the motor vehicle and the actual purchase price. The copy of the bill of sale should then be forwarded to PennDOT along with the appropriate title application.

**ISSUING AGENT WARNING:** Section 1318(e) of the Pennsylvania Vehicle Code states, "any person who violates this Section, in addition to any penalty, suspension or revocation imposed by PennDOT commits a summary offense and shall, upon conviction, be sentenced to pay a fine of not less than \$100 nor more than \$500 and for each subsequent or additional offense a fine of not less than \$200 nor more than \$500, or to imprisonment for not more than 90 days, or both".

**Visit us at [www.dmv.pa.gov](http://www.dmv.pa.gov) or call us at:**

In state: 1-800-932-4600 ♦ TDD: 1-800-228-0676 ♦ Out-of-State: 1-717-412-5300 ♦ TDD Out-of-State: 1-717-412-5380