

Dear Resident,

Registering your vehicle by mail is a service offered **only** to individuals who are legal residents of Mobile County, Alabama, who are temporarily residing outside the state because of a **military obligation or college/university attendance**.

The Mobile County License Commissioner's Office would like to help you in registering your vehicle in Mobile County. We've outlined some basic requirements below.

These points may not cover your particular needs. For additional information, call (251) 574-851 F.

**To register a vehicle with no lien, which already has a tag on it in your name issued by another state**, mail to us the following:

- # Original title
- # Your current tag registration from previous state (showing tag expiration date)
- # Supporting Document to a Mail Order Application for Certificate of Title
- # Legal resident affidavit (notarized)

**To register a vehicle that is financed** mail to us the following:

- # A copy of the original title from the lienholder
- # Your current tag registration from previous state (showing tag expiration date).
- # Account number from lienholder
- # Date of lien from lienholder
- # name and address of lienholder
- # Supporting Document to a Mail Order Application for Certificate of Title
- # Legal resident affidavit. (notarized)

**To register a leased vehicle** mail to us the following:

- # the original title (if lessor is also the lienholder, a copy is acceptable).
- # the current tag registration from previous state (showing tag expiration date)
- # a notarized Power of Attorney from the owner authorizing this office to sign for them the Alabama title application
- # Supporting Document to a Mail Order Application for Certificate of Title
- # Legal resident affidavit (notarized)

**To register a vehicle that you have just purchased**, mail to us the following:

- # the original title or Manufacturer's Statement of Origin
- # the Bill of Sale
- # Supporting Document to a Mail Order Application for Certificate of Title
- # Legal resident affidavit.(notarized)

In every situation we need to have your permanent Mobile County address, local telephone number, and the name of a local resident whom we can contact if necessary.

**Note: When signing the necessary documents, make sure to sign exactly the name used on the title document: first name first, middle (name or initial) if used, then the last name. If there are co-owners, their signatures are also required.**

You must send a copy of your valid insurance card for all vehicles. Insurance card should show the NAIC number, policy number, and VIN. We must have the driver license number and expiration date for all registered owners.

Please fill out the form on the next page to verify the information we have pertaining specifically to your situation.

Thank you.

**INFORMATION FOR LEGAL  
RESIDENTS OF  
ALABAMA**

**CURRENTLY RESIDING OUTSIDE  
THE STATE DUE TO MILITARY  
OBLIGATION OR OUT OF STATE  
COLLEGE ENROLLMENT**

\_\_\_\_\_  
COMPLETE NAME ON TITLE

\_\_\_\_\_  
OUT OF STATE STREET ADDRESS

\_\_\_\_\_  
CITY STATE ZIP

\_\_\_\_\_  
OUT OF STATE TELEPHONE NUMBER

\_\_\_\_\_  
EMAIL ADDRESS

\_\_\_\_\_  
MOBILE COUNTY ADDRESS

\_\_\_\_\_  
CITY ZIP

\_\_\_\_\_  
NAME OF LOCAL CONTACT

\_\_\_\_\_  
CONTACT TELEPHONE NUMBER

\_\_\_\_\_  
VEHICLE IDENTIFICATION NUMBER

\_\_\_\_\_  
YEAR MAKE MODEL

( ) OWNED, NO LIEN, TAG IN OWNER'S NAME

\_\_\_\_\_  
TAG NUMBER STATE

( ) RECENTLY ACQUIRED

( ) CASH ( ) FINANCED ( ) LEASED

FROM ( ) A DEALER ( ) AN INDIVIDUAL

\_\_\_\_\_  
DATE OF PURCHASE PRICE OF VEHICLE  
(BEFORE TRADE-IN)

\_\_\_\_\_  
TRADE-IN ALLOWANCE SALES TAX PAID

**Nick Matranga  
License Commissioner**

**METHOD OF PAYMENT**

Cashier's checks, money orders and credit cards accepted. Customers charging their order will owe an additional 2.3% processing fee for each transaction. Make cashier's checks and money orders payable to Nick Matranga, License Commissioner. For credit card payment, complete the form below.

---

( ) MasterCard      ( ) VISA

# \_\_\_\_\_  
CREDIT CARD NUMBER

\_\_\_\_\_ CV #  
3 DIGIT SECURITY CODE ON THE BACK OF CARD

\_\_\_\_\_  
EXPIRATION DATE

\_\_\_\_\_  
CARDHOLDER'S NAME (PLEASE PRINT)

\_\_\_\_\_  
CARDHOLDER'S SIGNATURE

**Mail all correspondence to:**

**Nick Matranga  
License Commissioner  
Military/Student  
3925-F Michael Blvd  
Mobile, Alabama 36609**

**\*\*MUST INCLUDE COPY OF  
DRIVERS LICENSE & CURRENT  
ALABAMA INSURANCE  
CARD\*\***

**Affidavit**

**(To be used by a legal resident of the State of Alabama serving in U. S. Armed Forces or students attending school full time temporarily residing outside the state)**

This is to certify that I am a legal resident of the State of Alabama, County of Mobile. I desire to purchase license plates in my home state.

Mobile Address: \_\_\_\_\_  
**Street and Number City State Zip**

Telephone number and name of person in Mobile County who can verify above:

\_\_\_\_\_

Reason for temporarily residing outside Mobile County: \_\_\_\_\_

\_\_\_\_\_

I own the following described vehicle: \_\_\_\_\_

_____	_____	_____	_____
<b>Body Type</b>	<b>Vehicle Identification Number</b>	<b>Present license tag number</b>	<b>Year</b>
_____	_____	_____	_____

I purchased the above described vehicle from: \_\_\_\_\_

**Name of Dealer or Individual**

\_\_\_\_\_

**Address of Dealer or Individual**

For the total sum of \$ \_\_\_\_\_ on \_\_\_\_\_

**Date of Purchase**

Complete the following if purchased from licensed dealer:

Trade-in vehicle \_\_\_\_\_

_____	_____	_____	_____	_____
<b>Make</b>	<b>Model</b>	<b>Year</b>	<b>Vehicle Identification Number</b>	
_____	_____	_____	_____	_____

Allowance on trade-in vehicle \$ \_\_\_\_\_ (Copy of Bill of Sale required showing trade-in)

I further certify that the vehicle I wish to license in Alabama was last operated in Alabama on

\_\_\_\_\_

The vehicle will enter re-enter Alabama on \_\_\_\_\_

Please mail my plates to: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

Signature of Applicant: \_\_\_\_\_

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_

\_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

**Notary Public**  
**County and State of**  
**My commission expires**



MVT 5-9 1/12

ALABAMA DEPARTMENT OF REVENUE  
MOTOR VEHICLE DIVISION  
TITLE SECTION

P.O. Box 327640 • Montgomery, AL 36132-7640

Supporting Document to a  
Mail Order Application For Certificate of Title

THIS FORM MAY BE DUPLICATED OR ADDITIONAL COPIES MAY BE OBTAINED FROM THE DEPARTMENT WEB SITE AT  
[www.revenue.alabama.gov/motorvehicle/mvforms/mvt5\\_9.pdf](http://www.revenue.alabama.gov/motorvehicle/mvforms/mvt5_9.pdf)

Part I

POWER OF ATTORNEY

Date \_\_\_\_\_

I hereby appoint \_\_\_\_\_ of \_\_\_\_\_, Alabama as my  
attorney-in-fact, to apply for a certificate of title and registration for license plates to the motor vehicle described as:

LICENSING OFFICIAL

COUNTY

\_\_\_\_\_  
VEHICLE IDENTIFICATION NUMBER\*      YEAR      MAKE      MODEL

\_\_\_\_\_  
LICENSE PLATE NUMBER      STATE      YEAR

and for said purpose to sign my name and do all things necessary to this appointment.

SIGNATURE OF OWNER

SIGNATURE OF ADDITIONAL OWNER(S)

Part II

CERTIFICATION OF LEGAL RESIDENT

I, \_\_\_\_\_, certify that I am a legal resident of the State of Alabama and  
that my legal Alabama resident address is:

NAME OF APPLICANT

\_\_\_\_\_  
STREET ADDRESS      or      POST OFFICE BOX

Alabama

CITY

COUNTY

STATE

ZIP CODE

and shall be shown as my legal resident address by my attorney-in-fact on an Application For Certificate of Title (form MVT 5-1).  
I certify under penalty of perjury that the above information is true and correct.

FOR DESIGNATED AGENT USE ONLY

**NOTE:** If Resident Address is different from Mailing Address, indicate in space provided on Application For Title (form MVT 5-1).

SIGNATURE OF ALABAMA RESIDENT

PRESENT MAILING ADDRESS

CITY, COUNTY, STATE, ZIP CODE

DATE OF SIGNATURE

\*\*\*

**NOTE:** Act number 765, passed by Regular Session, 1973 Alabama Legislature, shall be cited as "Alabama Uniform Certificate of Title and Antitheft Act." Section 44, Sub-section (d) of the above Act reads as follows: "A person is guilty of a felony who, with fraudulent intent uses a false or fictitious name or address, or makes a material false statement, or fails to disclose a security interest, or conceals any other material fact, in an application for a certificate of title."

I, the undersigned, have read and understand the above information.

SIGNATURE OF ALABAMA RESIDENT

\*All VINs for 1981 and subsequent year model vehicles that conform to federal anti-theft standards are required to have 17 digits/characters.

**Part III**

**NOTICE OF SECURITY INTEREST**

I am disclosing my Lienholder(s) as follows:

First Lienholder: *(Write "NONE" under name if there are no liens and sign below.)*

Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Lien Date: \_\_\_\_\_

I, the undersigned, certify that the vehicle to be named in the application for certificate of title is free and clear of all encumbrances or liens except that which is named above.

\_\_\_\_\_  
SIGNATURE OF OWNER(S)

**NOTE:** Failure to disclose a security interest with fraudulent intent is a felony offense.

**Part IV**

**CERTIFICATION OF VEHICLE INSPECTION AND OWNER IDENTIFICATION**

\_\_\_\_\_  
STATE OR FEDERAL LAW ENFORCEMENT AGENCY

\_\_\_\_\_  
NAME OF STATE

\_\_\_\_\_  
MAILING ADDRESS

\_\_\_\_\_  
AREA CODE

\_\_\_\_\_  
TELEPHONE NO. AND EXTENSION

**VEHICLE INFORMATION:**

\_\_\_\_\_  
MAKE

\_\_\_\_\_  
YEAR

\_\_\_\_\_  
MODEL

\_\_\_\_\_  
BODY TYPE

\_\_\_\_\_  
NO. OF CYLINDERS

\_\_\_\_\_  
VEHICLE IDENTIFICATION NUMBER

\_\_\_\_\_  
COLOR OF VEHICLE

\_\_\_\_\_  
ODOMETER READING

**OWNER IDENTIFICATION:** *(One or all of the following.)*

\_\_\_\_\_  
CURRENT DRIVERS LICENSE NO. AND STATE

\_\_\_\_\_  
SOCIAL SECURITY NUMBER

\_\_\_\_\_  
OTHER IDENTIFICATION

\_\_\_\_\_  
SIGNATURE OF OWNER(S)

*(Print)*

\_\_\_\_\_  
NAME OF OWNER(S) AS SHOWN ON IDENTIFICATION SOURCE ABOVE

I hereby certify that the vehicle described above was physically inspected by me and the owner(s) as named in Part II (Legal Alabama Resident) of this form and as described above, have been identified by me and I have witnessed the signature(s). I further certify that all the information shown above is true and correct to the best of my knowledge and belief.

*(Print)*

\_\_\_\_\_  
NAME OF INSPECTING OFFICER

\_\_\_\_\_  
SIGNATURE OF INSPECTING OFFICER

\_\_\_\_\_  
BADGE OR IDENTIFYING NUMBER

\_\_\_\_\_  
ADDRESS OF ORGANIZATION