

State of Colorado Repair Shop Abandoned Vehicle Titling Checklist

**C.R.S. 38-20-116 (2.5) (a), 42-5-110, 42-5-202, 204, 42-6-118, 42-9-102 (1.5), (6)
 or 42-9-104(1) (c), 42-12-203, 1 CCR 204-10**

A vehicle is considered abandoned at a repair shop when the owner or owner's agent has refused to authorize repairs, has refused to remove the vehicle from the repair shop upon request, or has refused to pay for authorized and completed repairs to the vehicle. The owner or owner's agent shall be deemed to have refused to grant authorization, make payment, or remove the motor vehicle 5 working days following the repair shop's last good faith effort to contact the owner or owner's agent.

Step	What You Need To Do	Forms/Fees
1	<p>Have the motor vehicle inspected and a Certified VIN Inspection form (DR 2704) completed by a P.O.S.T. certified inspector. Your local county motor vehicle office can refer you to a P.O.S.T. certified inspector in your area.</p> <ul style="list-style-type: none"> ▶ Inspection must not be over one (1) year old from date of application. 	<p>DR 2704</p> <p>Inspection Fee — \$50.00 Cash or Check only</p>
2	<p>Perform a title record search for in-state and out-of-state vehicles:</p> <ul style="list-style-type: none"> • Colorado record search <ul style="list-style-type: none"> ▶ Submit a Motor Vehicle Requestor Release Affidavit of Intended Use (DR 2489A) for each vehicle identification number involved ▶ Provide photocopy of the Certified VIN Inspection form (DR 2704) ▶ Provide a completed Statement of Fact form (DR 2444). <ul style="list-style-type: none"> • How, when and from whom the vehicle was obtained • How much was paid for the vehicle • Why applicant is requesting a title search or history • Out of State Search is required when out of state indicators exist. Some examples are: <ul style="list-style-type: none"> • Out of state plates • Out of state registration • Out of state reference on record search 	<p>Motor vehicle appraisal Validated copy of DR 2489A for each VIN</p> <p>Fee \$2.20 per search</p> <p>DR 2444</p> <p>DR 2489A</p> <p>DR 2704</p>
3	<p>If the Colorado title record search indicates a motor vehicle has a current salvage status, the Colorado Certified VIN Inspection form, (DR 2704) will indicate if the motor vehicle is "roadworthy" or "not roadworthy."</p> <p>If Colorado title record search indicates that the vehicle was "Previous Salvage," the repair shop shall request a salvage history by submitting:</p> <ul style="list-style-type: none"> • Motor Vehicle Requestor Release Affidavit of Intended Use (DR 2489A) • Photocopy of the Colorado Certified VIN Inspection form (DR 2704) • Statement of Fact form (DR 2444) to determine the cause of the salvage designation <p>Upon determination of the reason for salvage:</p> <ul style="list-style-type: none"> • Complete Rebuilt From Salvage Disclosure form (DR 2710), or • If reason for salvage is indeterminate, complete Rebuilt From Salvage Disclosure form (DR 2710) <ul style="list-style-type: none"> • Mark the "Other" box • Indicate "Purchased as an abandoned vehicle, unable to obtain a salvage history, reason for salvage unknown" 	<p>DR 2444</p> <p>DR 2489A</p> <p>DR 2704 (Photocopy OK)</p> <p>DR 2710</p>
4	<p>Contact all owners of record and lienholders found as a result of the search via certified or registered (return receipt requested) mail</p> <ul style="list-style-type: none"> • Letter must include: <ul style="list-style-type: none"> ▶ Year, make, VIN ▶ Your intent to title ▶ Your contact information ▶ Notification that the motor vehicle is subject to sale if not claimed within 30 days after the postmark date <p>Letter must be returned with proof of delivery via Post Office Return Receipt form (PS 3811) or envelope stamped "Undeliverable", or printout from delivery agency.</p>	<p>Copy of letter sent to all owners and lienholders of record</p> <p>PS 3811</p>

Step	What You Need To Do	Forms/Fees
5	<p>At least 15 days after the vehicle is deemed abandoned, establish the retail fair market value of the vehicle, determined by one of the following:</p> <ul style="list-style-type: none"> • Price guide books • Computerized valuation services • Licensed Colorado automotive dealer • Certified appraisal <p>No Colorado title can be issued for vehicles with a retail fair market value of less than \$200. These vehicles should be sold only for the purpose of junking, scrapping, or dismantling the vehicle using a Motor Vehicle Bill of Sale form (DR 2173). The (DR 2173) must clearly indicate “NO TITLE”, and a copy of the (DR 2173) must be sent to the Department of Revenue, DMV, Vehicle Services Unit.</p>	<p>Vehicle appraisal identifying the vehicle, by VIN, year and make</p> <p>DR 2173</p>
6	<p>Purchase a Surety Bond:</p> <ul style="list-style-type: none"> • Establish the retail fair market value of the vehicle, determined by one of the following: <ul style="list-style-type: none"> ▶ Price guide books ▶ Computerized valuation services ▶ Licensed Colorado automotive dealer ▶ Certified appraisal • Furnish evidence of a savings account, deposit, or certificate of deposit meeting the requirements of section 11-35-101, C.R.S., or a good and sufficient bond with a corporate surety not less than twice the retail fair market value of the vehicle <ul style="list-style-type: none"> ▶ Bond must indicate year, make and VIN (Assigned ID) of vehicle. 	<p>Vehicle appraisal identifying the vehicle by VIN year and make</p> <p>Account Deposit Certificate or signed Bond</p>
7	<p>Complete the Storage Lien Bond Statement Guide form (DR 2438)</p> <ul style="list-style-type: none"> • Be sure to check the box indicating that you are completing the Preparation of a Repair Shop Abandoned Vehicle for Titling process. 	<p>DR 2438</p>
8	<p>Provide a copy of any estimate, written or oral.</p>	
9	<p>Apply for a Title or Salvage title at the county in which the Repair Shop is located, not less than 30 days after the postmarked date of the notice mailed.</p> <p>If the motor vehicle has a current salvage status, the Colorado Certified VIN Inspection form, (DR 2704) will indicate if the motor vehicle is “roadworthy” or “not roadworthy.”</p> <ul style="list-style-type: none"> • Roadworthy <ul style="list-style-type: none"> • Apply for a Colorado certificate of title via the Title Established by Salvage Title Checklist form (DR 2415). Apply for title only in name of repair shop. • Not roadworthy: <ul style="list-style-type: none"> • Apply for a salvage title using the Application for Salvage Title form, DR 2410, or • Apply for Colorado certificate of title by repairing the vehicle and following the Title Established by Salvage Title Checklist form, (DR 2415). Title vehicle in name of repair shop only. 	<p>DR 2395</p> <p>DR 2410</p> <p>DR 2415</p> <p>DR 2444</p> <p>DR 2489A</p> <p>DR 2704</p> <p>Other documents as noted in Steps 1 - 7</p> <p>Title fee - \$7.20</p>

Form Number	Form Name	Supplier
DR 2438	Mechanic and Storage Lien Bond Statement	www.colorado.gov/dmv
DR 2173	Secured* Motor Vehicle Bill of Sale *Secured forms must be purchased from supplier listed at right. The state does not provide secured forms.	www.colorado.gov/dmv
DR 2410	Application for Salvage Title	www.colorado.gov/dmv
DR 2704	Certified VIN Inspection	Certified VIN Inspector
DR 2710	Rebuilt from Salvage Disclosure	www.colorado.gov/dmv
DR 2424	Salvage Title Statement of Fact	www.colorado.gov/dmv
DR 2444	Statement of Fact	www.colorado.gov/dmv
DR 2489A	Motor Vehicle Requestor Release Affidavit of Intended Use	www.colorado.gov/dmv
DR 2415	Title Established by Salvage Title Checklist	www.colorado.gov/dmv
DR 2841	Secure and Verifiable Identification	www.colorado.gov/dmv