



POLK COUNTY  
TREASURER

111 COURT AVE., DES MOINES, IA 50309 WWW.POLKCOUNTYIOWA.GOV/COUNTY-TREASURER

# TITLE TRANSFER REQUIRED DOCUMENTS

## CHECKLIST: IN STATE TITLE TRANSFERS

- Completed Title Application. See the application and title assignment guides to ensure all fields are properly completed before submitting.
- Original title with fully completed assignment (assignment line, mileage legend, damage disclosure, seller's signature & printed name, buyer's signature & printed name)
- Bill of Sale
- Completed Motor Vehicle Damage Disclosure Statement
- SR-22 Form: Must accompany the application if you are required to carry SR22 insurance. If you are unsure of whether you need an SR22, please contact your insurance provider.
- If vehicle was purchased from a dealership, provide all documents that were given to you at the time of purchase.