



# E-Title Phase I: Electronic Dealer Reassignment Transfer

## What is E-Title?

Arizona is moving to a fully electronic titling process for the transfer of ownership of vehicles within the state.

Once fully implemented, no paper titles will be used for titling transactions within Arizona. It is being implemented in multiple phases, with Phase I being the electronic Dealer Reassignment Transfer (DRT) process.

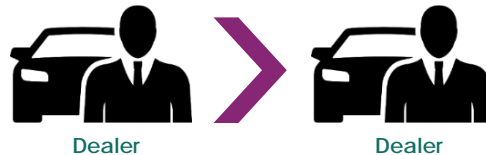
### DRT Process Applies To...

The electronic Dealer Reassignment Transfer (DRT) process applies to the following transactions:

Customer selling/trading in a vehicle to a dealer (customer-to-dealer)



Dealer-to-dealer reassignments



Dealers will have the ability to record customer-to-dealer and dealer-to-dealer vehicle reassignments electronically which creates a DRT record on MVD's title and registration database to accurately reflect the actual owner of record for the vehicle.

### Dealer Training

Beginning the week of June 12, 2017, several learning opportunities will be made available, including: Video Tutorial, FAQ, User Guide, Webinars, and Live Classroom Sessions. More details coming soon.

### Dealer Reassignment Transfer (DRT)

- Is an electronic version of the Dealer Reassignments on the back side of a paper title
- Will be completed using a web application accessible to licensed motor vehicle dealer users
- Will immediately reflect the owner of record in MVD's systems
- Is completed by the dealer accepting a customer trade-in, or by the selling dealer in a dealer-to-dealer reassignment
- Has no limit to the number of dealer to dealer reassignments
- Has no reassignment fees, just as the paper dealer to dealer reassignments have no fees



## Benefits to Dealers!

### Saves Time!

- Simple electronic reassignment process
- Ability to offer vehicles for sale in a more expeditious manner
- Completed electronic DRT immediately reflects dealer as owner of record in MVD systems

### Saves money!

- No need to title the vehicle in the dealer's name to ensure you have a clear title for transfer (i.e. Operation of law lien against the owner of record), instead they simply complete the DRT
- No need to obtain a duplicate title for a customer trading in a vehicle

**The new electronic Dealer Reassignment Transfer application is easy to learn and easy to use!**

The screenshot displays the 'New Reassignment' form within the ADOT Dealer Reassignment Transfer application. The form is organized into several sections with labels above the input fields. At the top, there are tabs for 'VIN', 'Customer Name', 'Buying Dealer', 'Selling Dealer', 'Reassignment Type', and 'Status'. The 'Reassignment Type' dropdown is set to 'Customer to Dealer'. Below this, there are fields for 'Have Lien?' (Yes), 'Have Title?' (No), 'Out of State Title Number', 'Title State', and 'Title Date'. A 'Save' button is located to the right of these fields. The 'VIN' section includes a VIN field (5XYKT3A62FG657938), 'Year' (2015), 'Make' (KIA), 'Model' (SOREN), 'Odometer', and 'Odometer Code' (Select). The 'Lienholder 1 EIN' section has a field for EIN (201047525) and a dropdown for 'Lienholder 1 Name' (CARMAX BUSINESS SERVICES). The 'Owner EIN/DL #' section has a field for the number and a dropdown for 'Owner Type' (Select). The 'Buying Dealer' section has a dropdown for the dealer and fields for 'Dealer Name', 'Address', 'City', and 'Zip'. A 'Close' button is located at the bottom right of the form.

**Example of Customer to Dealer Electronic Reassignment**

## Dealer Reassignment Transfer

1. Log into ADOT Dealer Reassignment Transfer application
2. Select Reassignment Type (Customer to Dealer or Dealer to Dealer)
3. Enter key information to search MVD data (i.e. VIN, customer name). Successful search will populate most fields
4. Enter other required fields such as odometer
5. Save to open a Dealer Reassignment Transfer form (PDF) with most information pre-populated
6. Complete, print and get signatures on DRT form
7. Scan/upload required documents (varies depending on scenario)
8. Click complete

The DRT status will update to either:

- **Completed-** The vehicle either did not have a lien or the dealer uploaded all applicable paper lien releases—new ownership immediately is reflected in MVD systems.
- **Pending-** The current title is ELT- once the lender electronically releases the lien, the new ownership will immediately be reflected in MVD systems.



## DEALER REASSIGNMENT TRANSFER (DRT)

Dealer Reassignment  
Transfer (DRT) (38-1304)

Vehicle Identification Number	Year	Make	Body Style	Model
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**ONLY ONE SECTION CAN BE COMPLETED ON THIS DOCUMENT**

### INDIVIDUAL TO DEALER TRANSFER OF OWNERSHIP

Purchasing Dealer Name (printed)		Dealer License Number	Sale Date	
Street Address		City	State	Zip
Odometer Reading (no tenths) <input type="checkbox"/> miles <input type="checkbox"/> kilometers		<input type="checkbox"/> Mileage in excess of the odometer mechanical limits. <input type="checkbox"/> NOT Actual Mileage, WARNING – ODOMETER DISCREPANCY.		
I certify to the best of my knowledge that the odometer reading is the actual mileage unless one of the boxes above is checked.				
Seller Name (printed)		Seller Signature		
Street Address		City	State	Zip
I am aware of the above odometer certification made by the seller.				
Purchasing Dealer Agent Name (printed)		Purchasing Dealer Agent Signature		

### ARIZONA DEALER TO DEALER REASSIGNMENT

Purchasing Dealer Name (printed)		Purchasing Dealer License Number	Sale Date	
Street Address		City	State	Zip
Odometer Reading (no tenths) <input type="checkbox"/> miles <input type="checkbox"/> kilometers		<input type="checkbox"/> Mileage in excess of the odometer mechanical limits. <input type="checkbox"/> NOT Actual Mileage, WARNING – ODOMETER DISCREPANCY.		
I certify to the best of my knowledge that the odometer reading is the actual mileage unless one of the boxes above is checked.				
Purchasing Dealership Agent Name (printed)		Agent Signature		
I am aware of the above odometer certification made by the seller.				
Selling Dealership / Manufacturer Name		Selling Dealership / Manufacturer License Number		
Selling Dealer / Manufacturer Agent Name (printed)		Selling Dealer / Manufacturer Agent Signature		

When a vehicle is traded in by a customer or reassigned from dealer to dealer, this form captures the information and signatures required for releasing ownership and for federal odometer purposes. It takes the place of dealer reassignments on the back of the paper title. It is only available as the result of completing the ADOT MVD Dealer Reassignment Transfer application. Easily completed online and printed, signed and scanned to attach to the electronic DRT transaction.



Motor Vehicle Division

38-1305 R05/17 azdot.gov

## ARIZONA DEALER RETAIL BILL OF SALE

Arizona Dealer Retail Bill of  
Sale (38-1305)

Vehicle Identification Number	Year	Make	Body Style	Model
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### DEALER TO INDIVIDUAL

Buyer Name (printed)			Sale Date	
Street Address	City	State	Zip	

New Lienholder Name Address (if no lien, write NONE)	New Lienholder Driver License or EIN	Lien Date
New Lienholder Street Address		

Odometer Reading (no tenths) <input type="checkbox"/> miles <input type="checkbox"/> kilometers	<input type="checkbox"/> Mileage in excess of the odometer mechanical limits. <input type="checkbox"/> NOT Actual Mileage, WARNING – ODOMETER DISCREPANCY.
I certify to the best of my knowledge that the odometer reading is the actual mileage unless one of the boxes above is checked.	
Buyer Name (printed)	Buyer Signature

I am aware of the above odometer certification made by the seller.

Selling Dealer Name	Dealer License Number	Selling Dealer Agent (printed)	Selling Dealer Agent Signature	
Street Address	City	State	Zip	

When a vehicle dealer sells a used vehicle to a customer, they will complete this form to capture required information and signatures as proof of sale and federal odometer requirements.