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## Q: What is E-Title?

A: Arizona is transitioning to a fully electronic titling process for the transfer of ownership of vehicles within the state. Once fully implemented, ownership transfers will be completed electronically.

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## Q: When will E-Title be implemented?

A: This transition will be accomplished primarily in two phases, with Phase I being available for use starting on June 18, 2017, and Phase II scheduled for implementation in early-2018.

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## Q: What changes are occurring in E-Title Phase I?

A: Phase I involves the completion of our ELT programming that started in 2010 and additionally includes implementation of an electronic Dealer Reassignment Transfer (DRT) process.

- A customer selling or trading in a vehicle to a dealer (customer-to-dealer) – when the dealer pays off the existing lien, the vehicle title will be assigned to the dealer electronically, no longer requiring a title to be printed and mailed in the name of the person trading in the vehicle.
- Dealer-to-dealer reassignments – will allow electronic reassignments between dealers with no limit on the number of times a vehicle may be reassigned.

Motor vehicle dealers will be able to record customer-to-dealer assignments and dealer-to-dealer vehicle reassignments electronically, which creates a DRT record on MVD's title and registration database to accurately reflect the owner of record for the vehicle.

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## Q: What is a DRT?

A: A Dealer Reassignment Transfer is an electronic version of the Dealer Reassignments that is on the back side of a paper title. A DRT is completed by the dealer accepting a trade-in from a customer, or by the selling dealer in a dealer-to-dealer reassignment. DRTs are facilitated using a new web application accessible to all licensed motor vehicle dealers and immediately reflects the owner of record in MVD's systems. Unlike the back of a paper title, there are no limits to the number of reassignments using the DRT process.

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## Q: Are there fees associated to a Dealer Reassignment Transfer?

A: Just like in the paper reassignment today, there are no fees to electronically reassign titles between dealers. If a dealer chooses to obtain a title in the dealer's name, applicable title fees apply.

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## Q: Are there new forms related to E-Title Phase I?

A: In order to capture the required signatures for federal odometer disclosures and to convey ownership, there are two new forms for E-Title Phase I:

- **Arizona Dealer Retail Bill of Sale (38-1305)** – when a vehicle dealer sells a used vehicle to a customer
- **Dealer Reassignment Transfer (DRT) (38-1304)** – when a vehicle is traded in by a customer or reassigned from dealer to dealer this form and takes the place of dealer reassignments on the back of the paper title. This form will print as the result of completing the electronic reassignment application.

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## Q: What should I do if the vehicle is being titled outside of Arizona?

A: If the title is being transferred to a customer who is titling the vehicle out of state, the dealer would apply for a title only (applicable fees apply) to assign the title to the buyer.

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## Q: How does this process impact vehicles with a lien?

A: The lien clearance requirements are not changing. All liens must be accompanied with a lien clearance for the electronic transfer to be completed.

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## Q: What if our dealership needs to apply a brand to a DRT record?

A: You would have to apply for a title and replace/remove the brand during that transaction. Applicable title fees apply.

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## Q: What documentation is required for the DRT process?

A: Documentation requirements depend on the scenario. See *DRT Documentation Requirements Quick Reference* for a breakdown of required documents for each situation.

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## Q: Can my third party or MVD office process a DRT for a dealer?

A: Arizona licensed motor vehicle dealers establish their users who will have access to process a DRT for that dealership.

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## Q: Can a third party or MVD office still complete title work for a dealer?

A: Yes. Phase I only involves electronic Arizona vehicle assignments to a dealer and dealer to dealer reassignments

**Q: Is the DRT process applicable for a vehicle being traded in that is NOT currently titled or registered in Arizona?**

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A: For E-Title Phase I, the vehicle must exist in MVD's database for a DRT to be processed.

**Q: Under what circumstances might the dealership still need a paper title after this process goes into effect?**

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A: There are a few reasons:

- When a vehicle is going to be titled out of state
- When a brand needs to be added to the vehicle
- When a dealership is taking ownership of the vehicle to use in the dealership's business operations (title and registration)
- When the dealership wishes to obtain a title only in the dealer's name and pay applicable title fees

**Q: Are dealers required to have a scanner as part of the electronic DRT process?**

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A: Yes, dealers using the DRT process will need to upload documents for Phase I E-Title processes.

**Q: How are users added to the DRT system?**

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A: It is the dealer admin's responsibility to add and maintain users to the DRT system for their dealership(s).

**Q: Where do I complete a DRT?**

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A: DRTs are facilitated using a new web application accessible to all Arizona licensed motor vehicle dealers.

**Q: Who can I contact if I have questions about the DRT process?**

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A: MVD's Dealer Licensing Unit is prepared to help when needed.

- Email: [MVDLU@azdot.gov](mailto:MVDLU@azdot.gov)
- Phone: 602.712.7571