

(Our code for filing CVT)

## Petition For Auto Title

### **Filing fee \$125.00**

Prepare the following and bring to the Jefferson County Clerk of Courts to file:

**Petition** asking the court to issue new title. **Sign** the petition and include a **phone number** where the Court can reach you.

Include **serial numbers of body & engine, make and model in** Petition and Order.

**Affidavit of petitioner:** state facts as to what happened to the title and how you came to possess vehicle, etc.

**Show proof of ownership:** (anyway you can) insurance coverage / verification from seller / license plate registration etc. / Affidavit of seller / bill of sale etc.

As a courtesy to the court you must prepare an **Order** granting you the title and have it ready for his or her signature if the Judge chooses to grant the order. This is entirely at the Judge's discretion. Filing this case does **NOT** guarantee you a title.

You will need an original and **two** copies of petition, affidavit, proof of ownership & judgment entry-order for judge to sign.

IN THE MATTER OF:

ISSUANCE OF TITLE TO: \_\_\_\_\_

Case No. \_\_\_\_\_

**PETITION AND AFFIDAVIT**

Now comes, \_\_\_\_\_  
petitioning this Court to order the Clerk of Courts to issue a title for  
\_\_\_\_\_.

Said vehicle has been in my possession for \_\_\_\_\_.  
I purchased this vehicle from \_\_\_\_\_.

(State why you no longer possess the original title to this vehicle,  
and why you are the rightful owner of the vehicle) \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_.

Description of the vehicle as follows:

Year \_\_\_\_\_ Serial # \_\_\_\_\_  
Make \_\_\_\_\_ Engine # \_\_\_\_\_  
Model \_\_\_\_\_ Actual Mileage \_\_\_\_\_

Additional Comments: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Purchase Price \$ \_\_\_\_\_

Under oath by me to this Honorable Court:

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

State of Ohio:

County of Jefferson:

Sworn to me by \_\_\_\_\_ and subscribed in my presence on  
this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_\_.

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Notary Public

IN THE COMMON PLEAS COURT OF JEFFERSON COUNTY, OHIO

IN THE MATTER OF:

CASE NO. \_\_\_\_\_

ISSUANCE OF TITLE TO: \_\_\_\_\_

**JOURNAL ENTRY**

WHEREAS, the Petitioner has appeared before this Honorable Court and has caused to be executed a sworn affidavit alleging they are the owner of the vehicle referend below:

Year \_\_\_\_\_

Serial # \_\_\_\_\_

Make \_\_\_\_\_

Engine # \_\_\_\_\_

Model \_\_\_\_\_

Actual Mileage \_\_\_\_\_

Purchase Price: \$ \_\_\_\_\_

WHEREAS, the Petitioner has set forth that they have had exclusive possession of said vehicle for \_\_\_\_\_ and,

WHEREAS, the Petitioner is no longer in possession of the original title to this vehicle, and

WHEREAS, the Court is satisfied from Petition and Affidavit that in fact the Petitioner is the true and lawful owner of said vehicle,

**IT IS THEREFORE ORDERED** that the Clerk of Court shall issue a title to the above vehicle in Petitioner's name. Subject to all liens, if any.

\_\_\_\_\_  
JUDGE

Jefferson County Ohio Common Pleas Court