OBTAINING TITLE TO AN ABANDONED VEHICLE ON PRIVATE PROPERTY

OBTAINING A NEW TITLE TO A VEHICLE ABANDONED ON PRIVATE PROPERTY

IMPORTANT DISCLOSURE:

This set of forms and instructional material has not been approved for use in any Court and is provided as a courtesy only. Any entity distributing these materials will have no liability for errors contained herein or for direct, indirect, special or consequential damages in connection with the furnishing of this material.

Representation by licensed counsel is ALWAYS recommended in any legal matter.

BEFORE YOU START:

Read the forms carefully. The information requested is required, not optional.

You must attempt to contact the titled owner of the vehicle. The Petition requires that you explain how you have attempted to contact the titled Owner and proof must be provided regarding your attempts. For instance, by certified mail with a return receipt to the last known address of the titled owner.

You will need the market value of the vehicle either through Kelly Blue Book or by having it appraised. That information is also required in the Petition.

When filling out the forms use black ink, print neatly, and do not use white out on the forms.

The set of forms consists of:

Civil Cover sheet

Affirmation Form

Petition for Writ of Mandamus

Request for Submission

Judgment

Some definitions:

*Petitioner: The person making this Petition for a title to be issued to them.

*Respondent Owner: The legal owner of the vehicle from whom Petitioner wishes to gain title.

*Respondent: The Director of the Nevada Department of Motor Vehicles, currently as of May 2011: Bruce H. Breslow, **ALWAYS CHECK www.dmvnv.com**.

(The Director of DMV must be named because the Judgment is going to direct the DMV to issue the new title if your request is granted.)

Filling in the forms:

On the Civil Cover Sheet, fill in the information under PART Y INFORMATION:

*Your name, address and date of birth go on the Plaintiff side.

*The names of the Respondents go on the Defendants side. You do not have to fill in addresses and dates of birth for the Respondents

*Date and sign at the bottom of the form

On the Petition for Writ of Mandamus:

*Leave the Case No. and Dept. No. blank. The filing clerk will fill in the Case No. and Dept. No. when you file the case.

*Fill in the names of the Plaintiffs and Defendants.

*Fill in the blanks on the form. The form must be signed in the presence of a Notary Public.

On the Request for Submission:

*Fill in the form and sign. This form does not need to be notarized.

On the Judgment Form:

*Fill in the description of the vehicle, i.e. make, model, VIN, color, etc.

*On line 21, fill in the name of the current Director of DMV.

*Fill in your name and address as indicated.

*DO NOT FILL IN THE DATE. The Judge will fill in the date when he/she signs the Judgment.

The Affirmation form is filled out the same as the others.

Make 3 copies of the documents and take the original and the copies to the Filing Clerk's Office. The Clerk will charge you a fee to file (as of October 2011 $245.00—check with the Court Clerk about fee). For the amount to file the documents, call the Clerk's Office.

The Clerk will keep the originals and return the copies to you EXCEPT for the Judgment. The clerk will keep all of the Judgment forms.

You will need to check with the Clerk's Office to determine the status of the documents and whether they have been signed by a Judge. You will return to the Clerk's Office and pay a fee to have the Judgment certified. You then take the certified copy of the documents to the Department of Motor Vehicles (DMV) and after paying the DMV fees, a certificate of title to the vehicle should be issued.