



THE COMMONWEALTH OF MASSACHUSETTS
EXECUTIVE OFFICE OF TRANSPORTATION
REGISTRY OF MOTOR VEHICLES

EOT

VOIDED SALES OR CLERICAL ERRORS ON TITLES

The back of a title document has only one (1) space for an owner of a motor vehicle to assign the title. If that space becomes unavailable to make a valid assignment, the owner must apply for a duplicate title. If a mistake is made in the assignment of the title, a *Notarized Affidavit of Correction* must be used. The following sections explain when each form must be used.

Voided Sale by Owner

Sometimes, an agreement to sell a vehicle falls through **after** the owner identified on the front of the title has completed the owner's assignment on the back of the title document. When this happens, the space set aside for the owner's assignment is no longer available for a subsequent assignment. In this situation, the owner **must** do the following:

Submit an *Application for Duplicate Title*

Submit the voided title

Pay the appropriate fee

The owner must then wait to receive the duplicate title, before the vehicle can be sold.

A *Notarized Affidavit of Correction* cannot be used by an owner to explain a voided sale.

Mistakes Made in Assignment of the Title

Sometimes, an owner makes an error when entering information on an assignment for the sale of a vehicle. A *Notarized Affidavit of Correction* can be used to correct mistakes such as misspelled names or addresses, transposed numbers, dates, or selling price.

However, an RMV employee must be able to tell why the information on the title was crossed out (or erased or whited-out) before accepting the *Notarized Affidavit of Correction*. If a mistake was made, there should only be minor corrections made on the title. If a sale was voided, most or all of the information on the title will be crossed out. In this case, the owner must apply for a duplicate title. When presented with a title with crossed out information, an RMV employee must make a judgment call on whether a sale was voided or whether it was a simple mistake. If you cannot tell, refer the customer to your supervisor.

Dealer Voided Sales or Mistakes in Assignment of Title

When a dealer voids an assignment or makes a mistake in one of the spaces set aside on the title for dealer transfers, the dealer can then use any of the spaces that are left for dealer transfers. If all spaces for dealer-transfers are already filled in, the dealer can use a DRT-1 form.

Even if there is still space left on the title, the dealer is still required to complete and file a *Notarized Affidavit of Correction* to explain a voided entry or any correction(s).

An *Application for Duplicate Title* is not required in this situation.

THE NOTARIZED AFFIDAVIT FOR CORRECTION FORM IS ON THE REVERSE SIDE.

PLEASE COPY THIS FORM ONTO YOUR LETTERHEAD TO BE USED AS A VALID DOCUMENT.

Notarized Affidavit for Correction

I/WE _____, hereby state that this Affidavit
Print Name(s)

is for the purpose of correcting an error on the assignment of Certificate of Title or application for title for the following described vehicle.

Year Make Model

VIN Title # State

The error(s) made consist(s) of . . .

The correct information is . . .

Signed under the penalties of perjury this _____ day of _____, _____ Year

Day Month Year

Signature(s)

Notarization Section:

On this _____ day of _____, _____, before me, the undersigned notary public, personally appeared _____ (*name of document signer*), proved to me through satisfactory evidence of identification, which was/ were _____ to be the person whose name is signed above, and swore or affirmed to me that the contents of the document are truthful and accurate to the best of his/her knowledge and belief.

Signature of Notary Public

My Commission Expires

Place notary seal above