

# OKLAHOMA TAX COMMISSION



## GUIDELINES FOR A SERIAL INSPECTION COMPLETED OUT OF STATE

When an out of state ownership document other than a negotiable instrument is submitted (i.e. out of state registration in the applicant's name is provided, but no title certificate), or the vehicle is temporarily unavailable for inspection, an Oklahoma hold title record may be created. This allows the vehicle to be registered only – with the Oklahoma title remaining on “hold” until the proper document is presented, or inspection completed, at the Motor Vehicle Division or any Oklahoma motor license agency.

Should an Oklahoma title be placed on serial inspection hold and the vehicle and owner subsequently relocate to another state without first obtaining a release of the Oklahoma title, an **original** (no photocopy or fax) written vehicle inspection performed by one of the following may be accepted:

- That state's Department of Motor Vehicle, on their inspection form or letterhead.
- That state's law enforcement agency on their form or letterhead, including the name and badge number of the law enforcement official completing the inspection. **(Any state certified law enforcement official, including but not limited to: highway patrol, county sheriff or city police officer)**
- Military Police, on their form or letterhead.

The inspection must verify the vehicle was visually inspected and must list the following information:

- The vehicle identification number
- The odometer reading
- The date of the inspection
- Printed name, title and signature of the inspector
- A daytime phone number for the inspector.

Once the above inspection has been received by Motor Vehicle, the title will be released at “NO CHARGE” and mailed to the current address that you indicate.

Questions relating to these guidelines, may be directed to the Motor Vehicle Division of the Oklahoma Tax Commission at (in state toll free) 1-800-522-8165, or (direct) (405) 521- 3535.