

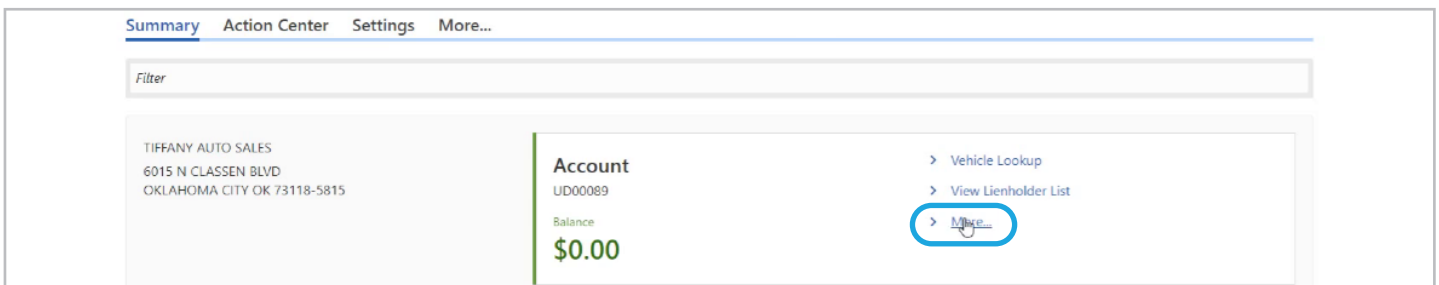
Submitting Pre-Registration Sale with a Lien

OkCARS

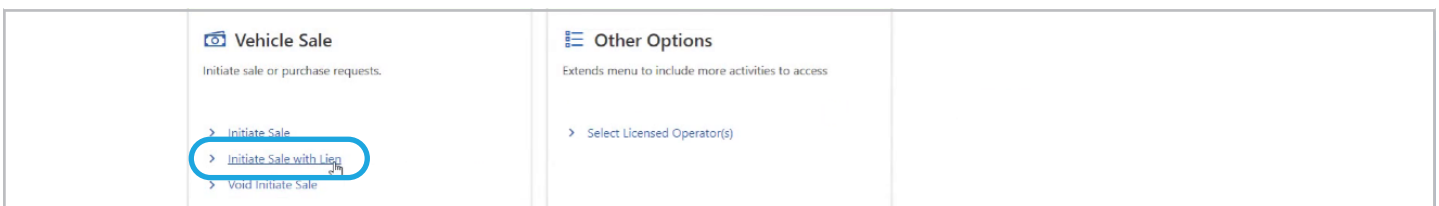
QUICK REFERENCE GUIDE

Objective: This quick reference guide details how dealers can submit a vehicle pre-registration online for a customer who requires a lien to be added to their vehicle purchase.

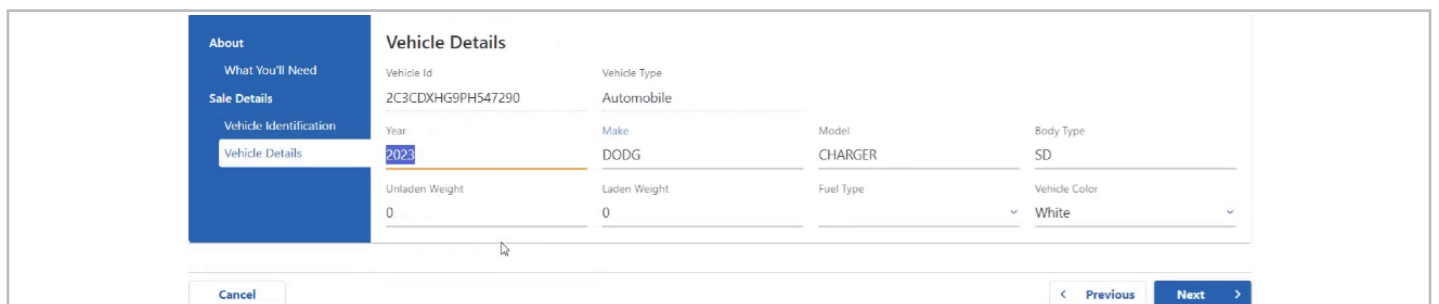
STEP 1 Navigate to the OkCARS webpage, login and select the **“More...”** link on the **Summary** tab.



STEP 2 Under the **Vehicle Sale** tab, click **“Initiate Sale with Lien”** and enter in the required **Vehicle Identification** information.



STEP 3 Double check the **Vehicle Details** and enter in the **Lien Information** and **Debtor’s Address**.



STEP 4 Enter in required information under the **Sale, Buyer, Contact, and Buyer Address** sections.

About What You'll Need Sale Details Vehicle Identification Vehicle Details Lien(s) Sale Information	Sale Information	
	Date Sold 24-Jul-2024	
	Sale Price 0.00	Trade-In Value 0.00
	Lien(s)	
	Sale Information	

About What You'll Need Sale Details Vehicle Identification Vehicle Details Lien(s) Sale Information Buyer Information	Buyer Information		
	Does the buyer plan to register in Oklahoma? <input type="radio"/> No <input checked="" type="radio"/> Yes Reason:		
	Primary Owner * Required		
	Contact Information		
	Email * Required	Confirm Email Address	
	Phone Type * Required	Area Code * Required	Phone Number * Required

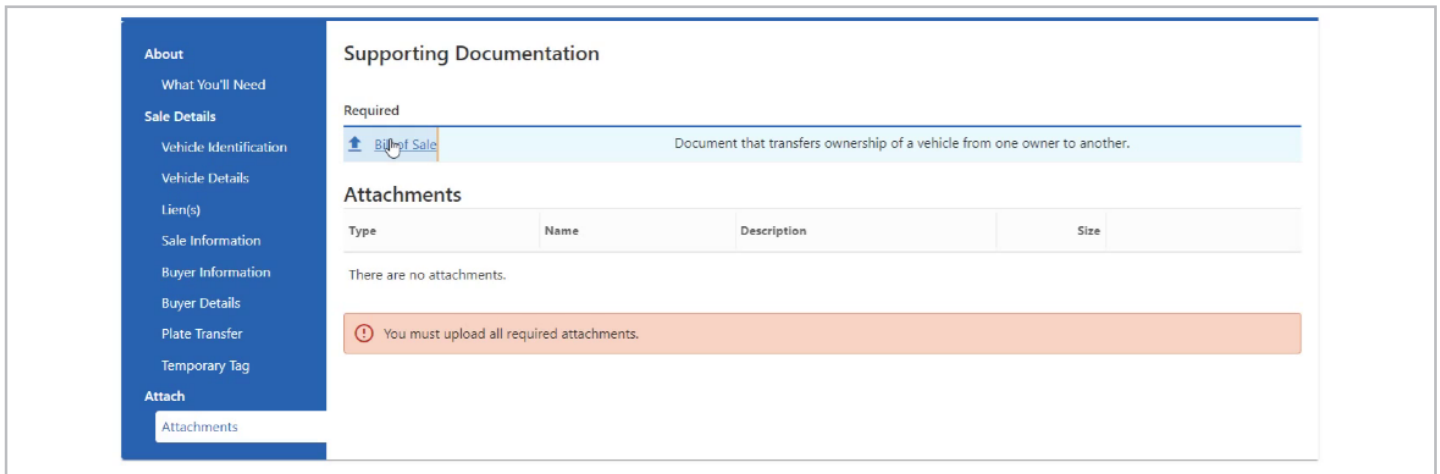
About What You'll Need Sale Details Vehicle Identification Vehicle Details Lien(s) Sale Information Buyer Information Buyer Details	Buyer Name			
	First Name I	Middle Name	Last Name * Required	Suffix
	Buyer Address			
	Street * Required			
	Unit Type Unit			
	City * Required	State OKLAHOMA	Zip * Required	
	Unvalidated			

STEP 5 Select if a metal plate is being transferred and fill out the required information under the **Temporary Tag** section.

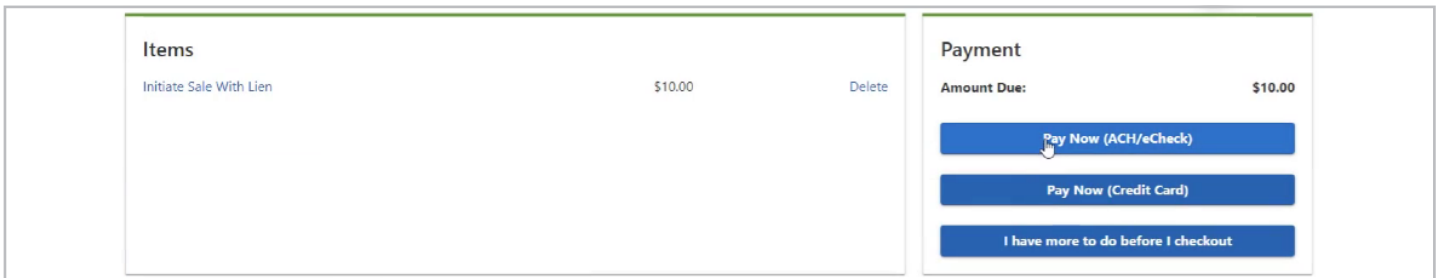
About What You'll Need Sale Details Vehicle Identification Vehicle Details	Plate Transfer
	Will the buyer be transferring an existing metal plate to this vehicle? <input type="radio"/> No <input type="radio"/> Yes
	Plate Number

About What You'll Need Sale Details Vehicle Identification Vehicle Details Lien(s) Sale Information	Temporary Tag
	Tag Number * Required
	Issue Date * Required
	Expiration

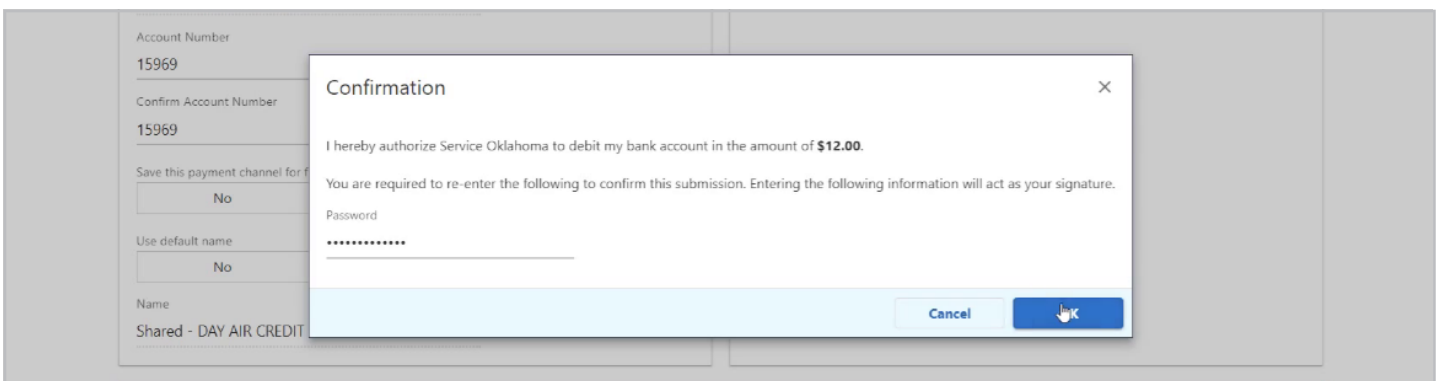
STEP 6 Upload the **Bill of Sale** document and use the description, **“Oklahoma Title”**.



STEP 7 Select the **“Pay Now (ACH/eCheck)”** option. Enter the **Payment** information.



STEP 8 On the **Confirmation** screen **enter your password** and click **“OK”** to finalize the changes.



If you have any questions on this process,
reach out to dealersupport@service.ok.gov