

## **GENERAL INFORMATION**

**Joint Tenants with Right of Survivorship** - Upon the death of a co-owner, vehicle ownership is automatically passed to the surviving owner(s), and a new title may be applied for by the person(s) whose name(s) is (are) also on the title.

**Tenants in Common** - Upon the death of a co-owner, the deceased owner's interest in the vehicle passes to his/her surviving heir or estate. No special endorsement appears on such a certificate of title.

**Probate** - a process that transfers legal property from the estate of the deceased.

**Executor** - a person named in a will to supervise the deceased's estate.

**Administrator** - a person legally vested with the right of administration of an estate - the person is appointed by authority of law by register of will or court administrator.

**VEHICLE OWNED BY DECEASED AND ANOTHER PERSON AS JOINT OWNERS WITH RIGHT OF SURVIVORSHIP (REGARDLESS OF WILL OR APPOINTMENT OF EXECUTOR OR ADMINISTRATOR)**

**Joint Owner is Surviving Spouse**

You will need to submit the following documents:

1. Title
  - a. If a vehicle is titled jointly to a husband and wife and the surviving spouse is taking title, they do not need to assign the certificate of title.
    - i. Make no entries on the reverse side of title
  - b. If a vehicle is titled jointly to a husband and wife and surviving spouse is not taking title since they are transferring ownership to another party.
    - i. The title does need to be assigned
    - ii. A completed MV-4ST form
2. Complete Form MV-39, "Notification of Assignment/Correction of Vehicle Title upon Death of Owner"
  - a. Complete Section A, B, C (checking option 1), G, H (if vehicle is going to be registered) and I.
  - b. Proof of Death
  - c. An original death certificate; or,
  - d. MV-39, Section G, completed by attending physician or funeral director
3. Insurance Information
  - a. If the vehicle is going to remain registered, Section H must be completed.
4. Fees
  - a. No fee required if surviving spouse is taking ownership
  - b. If surviving spouse is transferring ownership
    - i. \$22.50 title fee
    - ii. Applicable registration fees
    - iii. Applicable sales tax, if required

**VEHICLE OWNED BY DECEASED AND ANOTHER PERSON AS JOINT OWNERS WITH RIGHT OF SURVIVORSHIP (REGARDLESS OF WILL OR APPOINTMENT OF EXECUTOR OR ADMINISTRATOR)**

**Joint Owner is NOT a Surviving Spouse**

You will need to submit the following documents:

1. Title

- a. If a vehicle is titled jointly between deceased and other persons who are joint tenants with the right of survivorship (title will be endorsed "joint tenants with right of survivorship), the survivor does not need to assign the certificate of title.
  - i. Make no entries on the reverse side of title
- b. If a vehicle is titled jointly between deceased and another person who are joint tenants with right of survivorship and the surviving owner is not taking title and instead transferring ownership to another party.
  - i. The title does need to be assigned
  - ii. A completed MV-4ST form

2. Complete Form MV-39, "Notification of Assignment/Correction of Vehicle Title upon Death of Owner"

- a. Complete Section A, B, C (checking option 2), G, H (if vehicle is going to be registered) and I.

3. Proof of Death

- a. An original death certificate; or,
- b. MV-39, Section G, completed by attending physician or funeral director

4. Insurance Information

- a. If the vehicle is going to remain registered, Section H must be completed.

5. Fees

- a. \$22.50 title fee is required.
- b. If surviving owner is transferring ownership
  - i. \$22.50 title fee
  - ii. Applicable registration fees
  - iii. Applicable sales tax, if required

**VEHICLE OWNED SOLELY BY THE DECEASED OR BY THE DECEASED  
AND ANOTHER PERSON AS TENANTS IN COMMON**

**No Will - Surviving Spouse Who is Not a Co-Owner**

If the deceased vehicle owner had no Will, no administrator is appointed and there is a surviving spouse, submit the following items:

1. Title
  - a. Assigned by the surviving spouse and any children who are at least 18 years of age (along with any co-owners)
2. Complete Form MV-39, "Notification of Assignment/Correction of Vehicle Title upon Death of Owner"
  - a. Complete Section A, B, C (checking Option 3), D, E, F, G, H (if registering) and I.
    - i. All heirs must enter their names, address, relationship and age in Section D.
3. Proof of Death
  - a. An original death certificate; or,
  - b. MV-39, Section G, completed by attending physician or funeral director
4. Form MV-4ST completed in full
5. Fees
  - a. \$22.50 title fee is required if being titled in any other name than a surviving spouse.
  - b. No title fee required if being titled to a surviving spouse.
  - c. Applicable registration fees
  - d. Applicable sales tax, if required

**VEHICLE OWNED SOLELY BY THE DECEASED OR BY THE DECEASED  
AND ANOTHER PERSON AS TENANTS IN COMMON**

**Vehicle is Titled in Name of Estate**

Section 1315 of the Vehicle Code provides that when the owner of a vehicle is deceased, the vehicle may be operated by or for any heir of the deceased owner or by the administrator or executor of the remainder of the current registration period and throughout the following registration period, provided that the registration is renewed in the name of the deceased owner's estate. Registrations may continue to be renewed annually in the name of the estate and the vehicle may continue to be operated by the spouse or, if there is no spouse (or if the spouse has forfeited his/her rights), by a child who was a member of the decedent's household or, if there is no spouse or child, by a parent who was a member of the decedent's household-until court approval of the final account, if any. It is not necessary to apply for a title in the name of the estate in order to renew registration in the name of the estate, however, if a new title is desired, submit the following:

1. Title
  - a. Make no entries on the reverse side of the title
2. Complete Form MV-39, "Notification of Assignment/Correction of Vehicle Title upon Death of Owner"
  - a. Complete Section A, B, C (checking Option 4), G, H and I.
3. Proof of Death
  - a. An original death certificate; or,
  - b. MV-39, Section G, completed by attending physician or funeral director
4. Insurance Information
  - a. If the vehicle is going to remain registered, Section H must be completed.
5. Fees
  - a. \$22.50 title fee

**VEHICLE OWNED SOLELY BY THE DECEASED OR BY THE DECEASED  
AND ANOTHER PERSON AS TENANTS IN COMMON**

**No Will - No Surviving Spouse and No Minor Heirs**

If the deceased vehicle owner had no Will, no administrator is appointed and there is no surviving spouse and no minor heirs, submit the following items:

1. Title

a. Assigned by all heirs as follows:

- i. All adult children of the deceased or, if none;
- ii. Parents of the deceased, or if none,
- iii. Brothers and sisters of the deceased or, if none,
- iv. Aunts and uncles (blood only) of the deceased or, if none,
- v. First cousins (blood only) of the deceased (After 1st cousins, a court order would be required.)

NOTE: In each category (except ii), if any of the persons specified are deceased, the person's children must sign.

2. Form MV-39, "Notification of Assignment/Correction of Vehicle Title upon Death of Owner"

a. Complete Section A, B, C (checking Option 5), D, E, G, H (if registering) and I.

- i. All heirs must sign.

3. Proof of Death

- a. An original death certificate; or,
- b. MV-39, Section G, completed by attending physician or funeral director

4. Form MV-4ST completed in full

5. Fees

- a. \$22.50 title fee
- b. \$6.00 transfer fee to transfer a plate currently renewed in the name of the deceased owner. Plate is transferable only to spouse, children, parent, parents-in-law or children-in-law, step-children or step-parents. Otherwise, plate is not transferable.
- c. Applicable sales tax, if required.

**VEHICLE OWNED SOLELY BY THE DECEASED OR BY THE DECEASED  
AND ANOTHER PERSON AS TENANTS IN COMMON**

**Will is not Probated - No Executor Appointed**

This procedure may be used only if the will passes ownership of the vehicle to the surviving spouse, child/children or parent(s). The following must be submitted:

1. Title
  - a. Assigned by surviving spouse or adult child or children or parent(s) to whom the vehicle was willed.
2. Copy of the Will
3. Form MV-39, "Notification of Assignment/Correction of Vehicle Title upon Death of Owner"
  - a. Complete Section A, B, C (checking Option 6), G, H (if vehicle is to be registered), and I.
4. Completed Form MV-4ST
5. Proof of Death
  - a. An original death certificate; or,
  - b. MV-39, Section G, completed by attending physician or funeral director.
6. Fees
  - a. \$22.50 title fee if being titled in the name of child/children or parent(s).
  - b. No title fee required if being placed in the name of the surviving spouse
  - c. \$6.00 transfer fee
  - d. Applicable sales tax, if required.

**VEHICLE OWNED SOLELY BY THE DECEASED OR BY THE DECEASED AND  
ANOTHER PERSON AS TENANTS IN COMMON**

**Executor or Administrator Appointed**

Submit the following if an executor or administrator has been appointed:

1. Title
  - a. Assigned by executor or administrator (appointed by the Register of Wills) to the new owner.
2. Short Form Certificate which is obtainable from the Register of Wills and serves as evidence of the executor's or administrator's appointment.
  - a. Obtainable from the Register of Wills and serves as evidence of the executor's or administrator's appointment.
3. Completed Form MV-4ST
4. Fees
  - a. \$22.50 title fee
    - i. No fee is required if the vehicle is being titled in the name of the surviving spouse
  - b. \$6.00 transfer fee or appropriate registration fee, whichever is applicable
  - c. Applicable sales tax, if required.



**VEHICLE OWNED SOLELY BY THE DECEASED OR BY THE DECEASED  
AND ANOTHER PERSON AS TENANTS IN COMMON**

**Family Exemption**

When a surviving spouse or child or parent of the same household of the deceased claims a vehicle as the whole or part of the family exemption under Section 3121 of the Probate, Estates and Fiduciaries Code (20 PS C.S. 3121), she/he may assign the title to the new owner. Attach the following:

1. Title
  - a. Assigned by the executor, administrator or the person(s) entitled to family exemption.
2. Affidavit of entitlement under 20 PA C.S. 3121
3. Completed Form MV-4ST
4. Fees
  - a. \$22.50 title fee if being titled in any other name other than a surviving spouse
    - i. No title fee required if the vehicle is being titled solely in the name of the surviving spouse
    - ii. \$6.00 transfer fee or appropriate registration fee, whichever is applicable
    - iii. Applicable sales tax, if required.



Bureau of Motor Vehicles  
1101 S. Front Street  
Harrisburg, PA 17104

## Notification of Assignment/Correction of Vehicle Title Upon Death of Owner

For Department Use Only

Please read ALL information on reverse side before completing form.

**A VEHICLE DESCRIPTION**

Title Number	Make of Vehicle	Vehicle Identification Number	Registration Plate Number
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**B INFORMANT**

Last Name (or Full Business Name)	First Name	Middle Name	PA DL/Photo ID# or Bus. ID#	Date of Birth
Street Address		City	State	Zip

**C CHECK APPLICABLE BLOCK**

- |  |   |
|--|---|
| <p>1. <input type="checkbox"/> Ownership is being transferred to or by Surviving Spouse - who is co-owner</p> <p>2. <input type="checkbox"/> Ownership is being transferred to or by a Joint Tenant with Right of Survivorship.</p> <p>3. <input type="checkbox"/> Ownership is being transferred to or by Surviving Spouse - who is not co-owner.</p> | <p>4. <input type="checkbox"/> Ownership is being titled in the estate.</p> <p>5. <input type="checkbox"/> Ownership is being transferred to or by all heirs. List all heirs in Section D.</p> <p>6. <input type="checkbox"/> Ownership is being transferred to or by Surviving Spouse or adult child(ren) to whom vehicle is given by decedent's will which is not to be probated.</p> |
|--|---|

**D HEIRS - List name, signature (Part II only), address, relationship and age of all heirs. (In conjunction with Assignment of Title)**

I NAME(S) List heirs signing attached title	ADDRESS	RELATIONSHIP	AGE

I (We) certify that I (We), together with the above person(s) who have executed the assignment block on the title constitute all of the heirs of the decedent and hereby join in the transfer of ownership of the above described vehicle to the person(s) indicated in the assignment block on the title.

II NAME(S) Heirs not signing attached title	SIGNATURE	ADDRESS	RELATIONSHIP	AGE
	X			
	X			
	X			
	X			

**E NOTARIZATION-Required if Section D and/or F is completed.**      **F AFFIDAVIT OF PAYMENT DEBTS**

SUBSCRIBED AND SWORN TO BEFORE ME:      MONTH      DAY      YEAR

SIGNATURE OF PERSON ADMINISTERING OATH

**DO NOT NOTARIZE UNLESS  
SIGNED IN PRESENCE OF NOTARY**

I hereby state under oath that all debts of the decedent have been paid.

X \_\_\_\_\_  
Signature of surviving spouse or adult heir

**G PROOF OF DEATH - (Check one)** Original Death Certificate need not be attached if No. 3 below is completed by attending physician or funeral director.

- |  |   |
|--|---|
| <p>1. <input type="checkbox"/> Original Certificate of Death (must be attached)</p> <p>2. <input type="checkbox"/> Original Certificate of Death from Department of Defense (must be attached)</p> | <p>3. <input type="checkbox"/> I Certify that _____<br/>Name of Decedent<br/>died on _____<br/>Date<br/>_____<br/>Signature of Attending Physician or Funeral Director<br/>_____<br/>Print Name Exactly As It Appears Above</p> |
|--|---|

**H VEHICLE INSURANCE INFORMATION (If vehicle is to be registered)**

Insurance Company Name	Policy Number	Policy Effective Date	Policy Expiration Date
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**I ACKNOWLEDGMENT AND CERTIFICATION**

I/We state that I/we have read and signed this form after its completion, and I/we swear or affirm that the statements made herein are true and correct, and that any statement made on or pursuant to this form is subject to the penalties of 18 PA C.S. Section 4903(a)(2)(relating to false swearing), which shall include punishment of a fine not exceeding \$5,000 or to a term of imprisonment of not more than two years, or both.

In addition, if vehicle is to be registered, I/we acknowledge that I/we may lose my/our operating privilege or vehicle registration for failure to maintain financial responsibility on the currently registered vehicle for the period of registration.

Owner Sign Here X \_\_\_\_\_ Co-Owner Sign Here X \_\_\_\_\_ Telephone Number (    ) \_\_\_\_\_

**MESSENGER NO.** \_\_\_\_\_

## GENERAL INFORMATION

- A person authorized to complete this form would be a Joint Tenant with Right of Survivorship, a surviving spouse, or if there is no spouse, an adult child of the decedent or if there are no such children, a parent, or the executor or administrator of the estate. Informant whose name appears in Section B must always sign in Section I. In addition, if vehicle is to be registered, Section H must also be completed.
- If an executor or administrator has been appointed or if a court order is issued under family exemption or small estate procedure, THIS FORM IS NOT REQUIRED unless the vehicle is to be titled in the name of the estate. Otherwise, attach Short Form Certificate to assigned title. (A Short Form Certificate is issued by the Register of Wills when an executor or administrator is appointed.)
- Owner and co-owner, if applicable, must sign as name(s) appears and list driver's license number and telephone number in spaces provided.
- If the vehicle is in the name of a company/corporation, the signature of an authorized representative is required; however, the authorized representative is not required to list his/her driver's license number.
- Telephone number will be used only if there is problem with your application.
- Mail completed application to Department of Transportation, Bureau of Motor Vehicles, 1101 S. Front St., Harrisburg , PA 17104.
- If this application is processed, and requested title, registration (or both) are not received due to loss in the mail, you may apply for free duplicate title on Form MV-38O, and free replacement of registration on form MV-44 within 90 days of the date of original issuance.

## INSTRUCTIONS (TITLE MUST BE ATTACHED)

### **Block 1 or Block 2 (Section C) - Surviving spouse who is Co-Owner or Joint Tenant with Right of Survivorship**

- Complete Sections A, B, C, G, H (if the vehicle will be registered) and I.
- Title must be assigned only if vehicle is being transferred by surviving spouse (or joint tenant) to another person.
- \*\* Form MV-4ST is required if title is assigned.
- Title fee is required except when transfer is to a surviving spouse.
- Registration transfer fee is not required if title is to be issued in surviving co-owner's name. Current registration will automatically be placed in the name of surviving owner. Vehicle insurance information (insurance company name, policy number, policy effective date and policy expiration date) is required, if the vehicle will be registered.

### **Block 3 (Section C) - No Will - Surviving spouse who is not Co-Owner**

- Complete Sections A, B, C, D, E, F, G, and I.
- Surviving spouse and all adult children must assign title [along with surviving Co-Owner(s), if any]. All heirs must enter their names, address, relationship and age in Section D. When more than two (2) persons must assign title, use Section D (Part II) for additional signatures.
- \* All signatures in Section D and F must be notarized.
- \*\* Form MV-4ST is required.
- Title fee is required except when transfer is to a surviving spouse.
- Registration transfer fee and all other applicable fees are required. Plate is transferable only as provided under Section 1314 of the Vehicle Code. Decedent's registration card should be attached. Vehicle insurance information must be listed on Form MV-4ST, Section F.

### **Block 4 (Section C) - Vehicle to be titled in name of Estate**

- Complete Sections A, B, C, G, H (if the vehicle will be registered) and I.
- Registration may be renewed once by the executor or administrator; or without limit by the spouse, parent, or child who was a member of the decedent's household pending court approval of the final account, if any.
- Title fee is required. Assignment of title not required.
- Registration transfer fee is not required. Current registration will automatically be placed in the name of the estate.
- Vehicle insurance information is required, if the vehicle will be registered.

### **Block 5 (Section C) - No Will - No Surviving Spouse**

- Complete Sections A, B, C, D, E, G, and I.
- All heirs, including guardians of minor heirs, must assign title and enter their name, address, relationship and age in Section D. When more than two (2) persons must assign the title use Section D (Part II) for additional signature(s). \*All Signatures must be notarized.
- \*\* Form MV-4ST is required.
- Title fee is required.
- Applicable registration fees required. If transferring registration in accordance with Section 1314 of the Vehicle Code, decedent's registration card should be attached. Vehicle insurance information must be listed on Form MV-4ST, Section F, if the vehicle will be registered.

### **Block 6 (Section C)**

- Complete Sections A, B, C, G, and I.
- Copy of the decedent's will must be attached.
- \*\* Title must be assigned and Form MV-4ST is required.
- Title fee is required except when transfer is to a surviving spouse.
- Registration transfer fee and all other applicable fees are required. Plate is transferable only as provided under Section 1314 of the Vehicle Code. Decedent's registration card should be attached. Vehicle insurance information must be listed on Form MV-4ST, Section F.

NOTE: \* If all heirs cannot appear before same Notary or attesting officer, attach additional notarized statement(s) listing vehicle information as it appears in Section A, name(s) of person(s) to whom vehicle is being transferred, and signature(s) of heir(s).

\*\* Complete Form MV-1 if vehicle is not currently titled in Pennsylvania.