



HERE TO HELP!

IMPORTANT INFORMATION...



When doing a car registration, please have available the following:

1. Current yellow registration
2. Current insurance card
3. Current mileage

When doing a NEW car registration, you will need:

1. On a 1995 and newer, the title of the vehicle. If you purchased from a dealership, you will need to bring the blue copy of the title application
2. Bill of sale, for sales tax purposes
3. On a brand new vehicle, the window sticker, must be presented
4. A current insurance card

*If doing a *transfer* with excise credit, you may not retain the vehicle.

Out-of-state registrants transferring to Maine registrations will need to provide current registrations to avoid Maine sales tax, current insurance card for the vehicle and the title of the vehicle or information regarding who holds the title so that any lien holder will know that the vehicle is now in this state. This pertains again to any vehicle 1995 and newer.

For all first time registrations, the parties involve need to be present to sign documents. Due to the time involved on any new registration, we ask that you allow at least 15-30 minutes for processing. Therefore, no new registrations are done after 4:45 on Mondays, Thursdays or Fridays. Our office is open from 4-7pm on Tuesday evenings for your convenience. We are closed Wednesday, weekends & holidays.

Method of payment: We accept cash, checks made out to the Town of Otisfield or major credit cards. Credit card payment fees are an additional \$1.00 for up to a \$40.00 transaction and 2.5% on anything over \$40.00.

Please feel free to contact the office at: (207) 539-2664 if you have any questions, but we do not give quotes over the phone. Thank you!