

LUVADA S. WILSON
Erie County Clerk of Courts
323 Columbus Ave.
Sandusky, OH 44870

**INFORMATION SHEET FOR COURT
ORDERED TITLES**

In order for the Clerk of Courts to assist you with your request, we require the following in all cases:

1. **OBMV Record Request** (Form Attached) \$5.00 Fee
 - a. Complete and Submit form to the Ohio Bureau of Motor Vehicles, as directed on bottom of record request form
2. **VIN Verification/Motor Vehicle Inspection** which you can obtain at local BMV and Title Dept.. \$3.50 fee
3. You must notify current owner of vehicle and any lien holder (if applicable) by **certified mail**. Allow 28 days from signed green card for response.
4. A detailed, notarized Petition/Affidavit that includes: (Attached)
 - a. Year, Make, Model and Serial/VIN of vehicle
 - b. Your name, contact phone number, and address
 - c. Specific details describing the problem and your requested outcome
5. Complete Petition and Notarized Affidavit for Court Order and attach OBMV Record, VIN Verification from Title Dept. or BMV and Green Card(s) from certified mail, and any responses from original owner or lien holder.
 - a. Submit Original and two (2) copies to Clerk of Courts for filing.
 - b. Filing Fee: \$29.00 and if granted an additional 2.50 will be added for certified copies.

After the Judge signs your order the clerk's office will contact you to pick up certified documents. They will then direct you to the Clerk of Courts Title Division, 247 Columbus Ave., Sandusky OH 44870 where you will obtain your title and pay the applicable fees.

(Please be prepared to present any evidence to the judge to support ownership of the motor vehicle to pursue a court ordered title.)

**IN THE COMMON PLEAS COURT
ERIE COUNTY, OHIO**

In Re: _____

Case #: _____

PETITION

The Petitioner _____, appearing on his/her own behalf, respectfully petitions this Court for an Order directing the Clerk of Courts to issue an Ohio Certificate of Title for a

Year	Make	Model	
------	------	-------	--

_____ owned by the petitioner.

VIN

Petitioner's Signature: _____

Petitioner's Address: _____

Petitioner's Phone #: _____

AFFIDAVIT

State of Ohio _____ County

The Petitioner, being duly sworn, says that on or about _____, _____, petitioner purchased a

Year	Make	Model	VIN
------	------	-------	-----

from _____, who failed to provide title documents.

Name & Address of Seller

The purchase price of said vehicle was \$ _____. The circumstance of said purchase was:

The Petitioner presents the attached documentation and statements in support of said Affidavit.

Petitioner's Signature

Sworn to before me and subscribed in my presence this _____ day of _____, 20_____.

Notary Public, Clerk of Courts or Deputy Clerk



OHIO DEPARTMENT OF PUBLIC SAFETY
BUREAU OF MOTOR VEHICLES

OBMV RECORD REQUEST

(Ohio Revised Code [O.R.C.] 4501.15, 4501.27, AND 4507.53)

This agency is requesting disclosure of information that is necessary to accomplish the statutory purpose as outlined under O.R.C. 4501.27. Disclosure of this information is **REQUIRED**. **FAILURE** to provide any information will result in this form not being processed.

▶ This request is being made by (check one):

- An individual inquiring regarding himself or herself:** (Complete Part A) If inquiring in person for information on yourself, you must provide personal information regarding yourself, or prove your identity by presenting your driver license or identification card.
- An individual inquiring regarding another person:** (Complete Parts A and B) If inquiring regarding another individual, you must attach a notarized BMV Form 5008 giving the written consent of the person. All mail requests without the BMV Form 5008 attached will be returned to the requester.
- Other:** (Check applicable reason for request on Part C, and complete Parts A and B)

▶ I am requesting the following personal information contained in the Bureau of Motor Vehicles records:

<input type="checkbox"/> Driving Record [302] (\$5.00)	<input type="checkbox"/> Copy of Title Record (\$5.00)
<input type="checkbox"/> Vehicle Registration Record [303] (\$5.00)	
<input type="checkbox"/> Last Known Address [405] (\$5.00)	
<input type="checkbox"/> Copy of Driver License Application [405A] (\$5.00)	

PART A: Please provide current information regarding yourself		NOTE: SIGNATURE REQUIRED	
YOUR NAME (REQUESTER)	DATE OF BIRTH	SIGNATURE X	DATE
CURRENT STREET ADDRESS	CITY	STATE	ZIP
COMPANY (IF APPLICABLE)	BMV ACCOUNT # (IF APPLICABLE)		
SOCIAL SECURITY #	DRIVER LICENSE #	LICENSE PLATE #	
VEHICLE IDENTIFICATION #	TITLE #	TELEPHONE #/FAX #	

PART B: Request regarding other person(s)			
PERSON'S NAME		DATE OF BIRTH	
STREET ADDRESS		CITY	STATE ZIP
SOCIAL SECURITY #		DRIVER LICENSE #	LICENSE PLATE #
VEHICLE IDENTIFICATION #	TITLE #		

If requesting information on more than 1 person or vehicle, attach additional sheet(s).

Additional sheet(s) attached

Make check or money order payable to Ohio Treasurer Josh Mandel. If mailing, return to: Ohio Bureau of Motor Vehicles, Attn: Records Request, P.O. Box 16520, Columbus, Ohio 43216-6520. Results will be mailed to requester.

NOTE: An additional \$3.50 fee will be charged when submitting this form in person to the Customer Service Center located at 1970 W. Broad St., Columbus, OH 43223.

Part C: I (requester) qualify as checked below, and I am requesting:

1. As an individual. (Complete Part A, front)
2. A record for use in the normal course of business by me as a legitimate business or an agent, employee, or contractor of a legitimate business, for one of the two following purposes: (a) to verify the accuracy of personal information submitted to the business, agent, employee, or contractor by an individual; (b) in case personal information submitted to the business, agent, employee, or contractor by an individual is incorrect or no longer is correct, to obtain the correct information, for the sole purpose of preventing fraud, by pursuing legal remedies against, or recovering on a debt or security interest against, the individual.
 My tax identification number is: _____
 My vendor number is: _____
 My professional license number is: _____
 Licensed by (agency): _____
3. With written consent. (Complete Parts A and B, front).
4. Records for bulk distribution for surveys, marketing, or solicitations, where the information will be used, rented, or sold solely for bulk distribution for surveys, marketing, or solicitations;
5. A record for the use of a government agency, including, but not limited to, a court or law enforcement agency, in carrying out its functions, or for the use of a private person or entity acting on behalf of an agency of this state, another state, the United States, or a political subdivision of this state or another state in carrying out its functions (a law enforcement agency does not need to fill out this form);
6. A record for use in connection with matters regarding motor vehicle or driver safety and theft; motor vehicle emissions; motor vehicle product alterations, recalls, or advisories; performance monitoring of motor vehicles, motor vehicle parts, and dealers; motor vehicle market research activities, including, but not limited to, survey research; and removal of non-owner records from the original owner records of motor vehicle manufacturers;
7. A record for use in connection with a civil, criminal, administrative, or arbitral proceeding in a court or agency of this state, another state, the United States, or a political subdivision of this state or before a self-regulatory body, including, but not limited to, use in connection with the service of process, investigation in anticipation of litigation, or the execution or enforcement of a judgment or order (a subpoena or other court order may be used instead of this form). Please provide the court and case number, or if the case has not yet been filed, the court you anticipate to file in _____;
8. A record pursuant to an order of a court of this state, another state, the United States, or a political subdivision of this state or another state (a subpoena or other court order may be used instead of this form). Please attach a certified copy of the court order.
9. Records for use in research activities or in producing statistical reports, where the personal information will not be published, redisclosed, or used to contact an individual;
10. Records for use by an insurer, insurance support organization, or self-insured entity, or by an agent, employee, or contractor of that type of entity, in connection with a claims investigation activity, anti-fraud activity, rating, or underwriting. Please provide your Tax Identification, Vendor, or Professional license number along with the name of the licensing agency: _____;
11. A record for use in providing notice to the owner of a towed, impounded, immobilized, or forfeited vehicle. Please provide your Tax Identification, Vendor, or Professional license number along with the name of the licensing agency: _____;
12. A record for use by a licensed private investigative agency or licensed security service for any purpose permitted under numbers 1 through 15 of this form; my agency license number is: _____;
13. A record for use by an employer or by the agent or insurer of an employer to obtain or verify information relating to the holder of a commercial driver license or permit that is required under the "Commercial Motor Vehicle Safety Act of 1986", 100 Stat. 3207-170, 49 U.S.C. 2701, et seq., as now or hereafter amended. Please provide your Tax Identification, Vendor, or Professional license number along with the name of the licensing agency: _____;
14. A record for use in connection with the operation of a private toll transportation facility;
15. A record for any other use specifically authorized by law that is related to the operation of a motor vehicle or to public safety. Please provide a copy of the relevant statute.
16. A record in order to carry out the purposes of either the "Automobile Information Disclosure Act", 72 Stat. 325, 15 U.S.C. 1231-1233, the "Motor Vehicle Information and Cost Saving Act", 86 Stat. 947, 15 U.S.C. 1901, et seq., the "National Traffic and Motor Vehicle Safety Act of 1986" 80 Stat. 718, 15 U.S.C. 1381, et seq., the "Anti-Car Theft Act of 1992", 106 Stat 3384, 15 U.S.C. 2021, et seq., or the "Clean Air Act", 69 Stat. 322, 42 U.S.C. 7401, et seq., all as now or hereafter amended, for use in connection with one or more of the following matters: (a) motor vehicle or driver safety and theft; (b) motor vehicle emissions; (c) motor vehicle product alterations, recalls, or advisories; (d) performance monitoring of motor vehicles and dealers by motor vehicle manufacturers; (e) removal of non-owner records from the original owner records of motor vehicle manufacturers.

I understand that if I receive personal information under numbers 2, 3, or 5-16 of this form, I may resell or disclose the personal information only for uses permitted under numbers 2, 3, or 5-16. I understand that if I receive personal information under number 2-16 of this form, and I resell or redisclose any personal information, I must keep for a period of five years a record that identifies each person or entity that receives any of the personal information and the permitted purpose for which the information is to be used, and I must make all such records available to the Registrar of Motor Vehicles upon request.

I hereby certify that all of the information contained on this form is true and accurate to the best of my knowledge and belief. I understand that providing false information may constitute a criminal offense of falsification with a maximum penalty of 6 months in jail and a \$1000 fine.

SIGNATURE X	DATE
----------------	------

IN THE COMMON PLEAS COURT OF ERIE COUNTY, OHIO

In Re: _____
Name

Case # _____

JUDGMENT ENTRY

On Motion of the Petitioner, the Affidavit submitted herein by the Petitioner, and the documentation and statements in support of said Petition, the Court finds that an Ohio Certificate of Title for the _____
Year Make Model Vehicle Identification Number
should be issued to said Petitioner.

_____ It is, therefore, the Judgment of the Court that the Clerk of Courts shall issue an Ohio Certificate of Title to the Petitioner for the above-described vehicle. The Petitioner shall present a certified copy of this Order to the Clerk of Courts Title Division, and make application to obtain said title. The Petitioner shall pay all costs of this action and any fees and taxes applicable by law as determined by the Clerk of Courts.

_____ It is, therefore, the Judgment of this Court that the Clerk of Courts shall not issue an Ohio Certificate of Title to the Petitioner for the above-described vehicle.

It is so ORDERED.

Judge Beverly K. McGookey

Cc: Petitioner
Clerk of Courts Title Department (Certified)