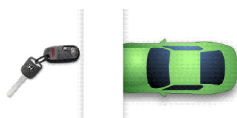


# SCRAP VEHICLE PROCESSING GUIDE

**Ohio law** has specific requirements for the transfer of motor vehicles, including “scrap” motor vehicles. These requirements are in place to combat theft and fraud, track motor vehicle transfers and ensure legal compliance.



## VEHICLE OWNERS

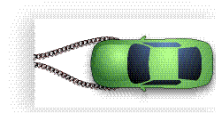
Vehicle owners who sell or scrap their vehicles can reduce the risk of fraud by:

- Documenting how contact with the buyer was established (phone, web, etc.);
- Removing the license plates from the vehicle upon transfer of ownership as required by law (O.R.C. 4503.12); and
- Requesting a receipt that includes the buyer’s name, address and phone number; description of the vehicle including its VIN; and the purchase price.

If you transfer ownership, have your signature notarized by a registered notary public who identifies you, or complete the transaction at a county title office. All information required above your signature must be completed prior to notarization.

- Verify your title has been inactivated through the Online Services link at [www.ohiobmv.com](http://www.ohiobmv.com).
- Perform a *Vehicle Title Inquiry* to ensure your title has been listed INACTIVE.

**Federal regulations** require auto recyclers, salvage yards and junk yards to report salvage vehicle data monthly. Failure to comply with federal regulations or Ohio law can result in criminal prosecution for the improper transfer of any motor vehicle, motor vehicle title or instrument of ownership.



## TOW COMPANIES

Businesses engaged in towing may purchase motor vehicles.

If the purchased vehicle is to be scrapped, sold or transferred, the tow company must obtain a valid title for the vehicle in the name of the tow company prior to transfer (O.R.C. 4505.03). Tow companies may not transfer vehicles to scrap processors or salvage facilities with assigned titles or an Unclaimed Affidavit. Tow companies must obtain a motor vehicle dealer license upon engaging in the business of selling used motor vehicles.



## SCRAP METAL PROCESSORS

Scrap metal processors are engaged primarily in the “acquisition, processing and shipment of ferrous and nonferrous scrap.” A scrap metal processor who receives a motor vehicle from the owner on the certificate of title shall mark the certificate “TO BE CANCELED” and forward the certificate to the clerk of the court who issued it within 10 days. Scrap metal processors are prohibited from accepting a motor vehicle with any document other than a certificate of title. The scrap metal processor shall keep the record of the cancellation, including a copy of the canceled title, for three years. If the seller of the motor vehicle is not the titled owner, the record also shall include: the seller’s name and address; an identification number from the seller’s driver license, military I.D. or other state-issued license; and a physical description of the seller (O.R.C. 4738.16).



## SALVAGE DEALERS

Salvage Dealers are engaged primarily in the business of selling used motor vehicle parts at retail (O.R.C. 4738.02).

If an Ohio certificate of title or salvage certificate of title to a motor vehicle is assigned to a salvage dealer, the dealer is not required to obtain an Ohio certificate of title or a salvage certificate of title to the motor vehicle in the dealer’s own name if:

- The dealer dismantles or destroys the motor vehicle;
- Indicates the number of the dealer’s motor vehicle salvage dealer’s license on it;
- Marks “FOR DESTRUCTION” across the face of the certificate of title or salvage certificate of title; and
- Surrenders the certificate of title or salvage certificate of title to a clerk of a court of common pleas (O.R.C. 4505.11).

## FOR MORE INFORMATION

**National Motor Vehicle Title Information System**  
[www.vehiclehistory.gov](http://www.vehiclehistory.gov)

*Information on how businesses report vehicles received.*

### Ohio BMV

[www.ohiobmv.com](http://www.ohiobmv.com)

*Vehicle research functions, information about vehicle title transfer and registration.*

[www.ohioautodealers.com](http://www.ohioautodealers.com)

*Information about obtaining a motor vehicle dealer license (used, salvage, leasing or special plates for towing).*



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