



## REMOVE A DECEASED OWNER FROM A COLORADO TITLE & REGISTRATION

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### Be prepared before you visit us:

Step One: Decide if this option is right for your transaction.

- ☐ You are a current resident of Adams County
- ☐ You must be the listed owner, personal representative, or successor

Step Two: What do you need?

- ☐ **Secure and Verifiable Identification (SVID)** This identification must be provided by the owner of the record. For an example of acceptable SVID, visit [www.adcogov.org/motor-vehicle](http://www.adcogov.org/motor-vehicle)
- ☐ **Most Current Title to the vehicle (Copies not acceptable).**
  - If a lien is noticed on the face of the title that must be released by the lienholder's name, agents' signature, and date. If the lien is not being released it must read "Lien Still Active" in that section of the title.  
A separate lien release can also be accepted and must include the following:
    - On Company Letterhead (not required if an individual)
    - Vehicle description (Year, Make, and VIN)
    - Titled owner's name(s)
    - Agent's signature
    - Signed under penalty of perjury in the second degree or notarized
    - Date lien released
- ☐ **When the title is in the name of one owner, and that person is deceased you will need the Most Current Title (copies not acceptable) and one of the following documents:**
  - A copy of Informal Probate/Appointment; or
  - A copy of Letters of Testamentary; or
  - The DR 2712 Affidavit for Collection of Personal Property to Small Estates Proceeding and copy of Colorado Death Certificate, Verification of a Colorado Death Record issued by the state or a copy of an out-of-state death certificate; **OR**

\*The [DR 2712](#) Affidavit for Collection of Personal Property to Small Estates Proceeding can be used when the deceased owner's estate was under \$70,000 (Affidavit must always specifically describe the vehicle by year, make and VIN). This form **MUST** be notarized.  
DR 2712 can be found at <https://dmv.colorado.gov/sites/dmv/files/documents/DR%202712.pdf>

\*Certified letters of testamentary or of administration can be obtained by the courts.
- ☐ **When the title is in the name of two owners, one owner is deceased and "JTWROS" is on the face of the title, you will need the Most Current Title and the following documents:**
  - Copy of Colorado Death Certificate of the deceased owner.
- ☐ [DR 2444](#) Statement of Fact (if applicable)
- ☐ [DR 2421](#) Statement of One in the Same (listing all variations of the new owner's name) (if applicable)
- ☐ **Cash, Money Order, Check, Credit Card, or Debit card (\$0.75 +2.25% additional fee for credit and debit card transactions)**

## Adams County Motor Vehicle Locations

**For Adams County Motor Vehicle office hours, closures, and shutdowns visit:**  
[www.adcogov.org/motor-vehicle](http://www.adcogov.org/motor-vehicle) or call 720.523.6010.

### **Brighton (Main Office)**

Adams County Government Center  
4430 S. Adams County Pkwy., Suite E2001  
Brighton, CO 80601  
Ph: 720.523.6010  
Fx: 720.523.6011

### **Bennett**

355 S. First Street  
Bennett, CO 80102  
Fx: 720.523.7651  
**Closed daily 12-1 p.m.**

### **Westminster**

8452 Federal Blvd.  
Westminster, CO 80031  
Fx: 303.428.2294

### **Aurora**

3449 Chambers Rd  
Aurora, CO 80011  
Fx: 720.374.0588

### **North Pecos**

12200 Pecos St.  
Westminster, CO 80234  
Fx: 303.453.8528

### **Commerce City**

7190 Colorado Blvd., Suite 100  
Commerce City, CO 80022  
Fx: 720.322.1616

Adams County Motor Vehicle Office  
Mailing: P.O. Box 5011 Brighton, CO 80601-8215  
Ph: [720.523.6010](tel:720.523.6010)  
[Adcogov.org/motor-vehicle](http://Adcogov.org/motor-vehicle)