## TITLE INSTRUCTIONS PLEASE READ

FOLLOW THESE INSTRUCTIONS CAREFULLY, ERRORS MAY REQUIRE YOU TO APPLY FOR A NEW TITLE AT YOUR EXPENSE.

1. **Missouri title**, **ASSIGNMENT SECTION BACK OF THE TITLE** sign your name in the "SIGNATURE OF ALL SELLERS" box (all owners on the front of the title must sign). Print each name as it is printed on the title in the "SELLERS HANDPRINTED" box.

If a finance company is listed on the front of your title, a lien release letter must be provided from the finance company. Please mail that release letter along with your paperwork to Goodwill.

- 2. **Illinois title**, sign your name **ON THE FRONT BOTTOM** (**not the tear off section**) in the "SIGNATURE OF ALL SELLERS" line. If more than one person is listed on the title, all parties must sign their individual names. Sign each name exactly as it is printed on the title. If there is a line for hand printing your name, please do so.
- 3. If a title is TOD (transfer on death), only if the owner is deceased does the TOD sign the title. In that case a copy of the death certificate must be provided.
- 4. If your vehicle is listed in a living trust or will, we will need a copy of that document. If you are the executor of an estate donating a vehicle for the deceased, we will also need a copy of the death certificate.
- 5. If you have a "power of attorney" for the owner of the vehicle we need a copy of the power of attorney document.

If you have any questions regarding completion of your title, or any of the paperwork, please do not hesitate to call us at 314-241-3464.

Missouri

## Tithe Sample

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