



Louisiana Department of Public Safety  
Office of Motor Vehicles  
**Policy 7.00 Open Titles**

**Section:** 4. Motor Vehicle Registration Requirements

**Effective Date:** 05/01/1986

**Revised Date:** 09/06/2019

**Authority:**

**R.S. 32:705**

To view Louisiana Statutes: <http://www.legis.state.la.us/>

**Definition:**

- **Non-Conforming Title:** A title that does not include a space for the seller to disclose the mileage at the time of vehicle transfer.
- **Conforming Title:** A title that does includes a space for the seller to disclose the mileage at the time of the vehicle transfer and a space to sign and date the disclosure.
- **Power of Attorney:** An act by which one person “the principal” gives power to another person “the agent” to transact one or several affairs on their behalf.
- **Secure Power of Attorney:** A document used to disclose the mileage of a vehicle and may give a licensed vehicle dealer power of attorney to complete the title

**Requirements:**

- State statute provides that no person shall sell a vehicle without the delivery to the purchaser a certificate of title properly assigned.
- In some instances, it is not possible for the back of the title to be signed by the seller. In this case the following procedures will be acceptable:
- **Non-Conforming Titles**
  - The assignment on the back of the title must be complete unless the owner is not available to sign and have his signature notarized.
  - If the owner is not available to sign, one of the following must be provided
    - A signed and notarized bill of sale signifying the vehicle was sold or traded to a dealer or individual will be accepted if there is a notation on the first assignment of title that the seller was not available to sign.
    - A power of attorney
- **Conforming Titles**
  - The assignment must be completed and include signature and printed name of the registered owner or person authorized to act as power of attorney for the registered owner and notarization.
  - If the registered owner is not available to sign the title, a power of attorney may complete the assignment.
    - Refer to the related policies to ensure the appropriate power of attorney form is completed.
    - The power of attorney or secure power of attorney form must be submitted with the file.

**Related Policies:**

Section 4, Policy 4.00 [Secure Power of Attorney](#)

Section 4, Policy 4.01 [Power of Attorney Mandate](#)