



Louisiana Department of Public Safety
Office of Motor Vehicles
Policy 23.00 Sales on Standard Form "SF97"

Section: 4. Motor Vehicle Registration Requirements

Effective Date: 05/01/1986

Revised Date: 06/06/2018

Authority:

Administrative

Definitions:

- **Standard Form "SF97"** (U.S. Government Certificate to Obtain Title to a Vehicle) and "DA 3772" form (Louisiana Division of Administration Sales), are the official documents required to transfer ownership of a federal or state owned vehicle to another entity.

Requirements:

- An "SF97" or "DA-3772" form will be accepted in lieu of a title or a Manufacturer's Certificate of Origin
- A completed vehicle application form (DPSMV 1799)
- A notarized bill of sale which includes the odometer reading
- An affidavit of physical inspection is required only when there is an invalid character within the identification number or the V.I.N. fails the edit check. The physical inspection must be performed by a full-time Peace Officer Standards and Training (P.O.S.T.) certified law enforcement officer who has been trained and certified by the Department of Public Safety and Corrections, Office of State Police, to inspect motor vehicles.
- Vehicle application form 1631 if applying for a public license plate
- Applicable fees and taxes

Related Policies:

Section 4, Policy 2.00 [Basic Requirements For Obtaining A Certificate Of Title](#)

Section 4, Policy 2.03 [Completion Of Vehicle Application](#)