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From: Vehicle MVD
Subject: Vehicle Central Programs (VCP) Motor Vehicle Newsletter- February 2025
Attachments: Vehicle Style on Title Products - Quick Reference Guide.pdf

Please ensure this reaches all county motor vehicle treasurers and staff. Thanks!



MOTOR VEHICLE NEWSLETTER

Iowa DOT: Central Programs Bureau

February 2025

Vehicle "Style" on Title Products

During the **Any County** programming update, the requirement for vehicle "style" was removed from the title application. The "style" field was also removed from the title and registration application in ARTS and greyed out in vehicle records, preventing users from entering or modifying this information. However, "style" still appears on titles, title snapshots, and registration receipts, leading to confusion for some customers and county staff. Additionally, the "style" field continues to populate when new vehicles are entered into ARTS through VIntelligence. MVD is aware of these inconsistencies and has submitted a programming request to correct the issue.

Please see the attached procedure for standardized use of the "Tracking #" field to replace some functionality lost when "style" was removed.

Any County Statewide Report- Now available in ARTS

A new report, "**Titles by All County**," has been added to **ARTS > Reports > Management Reports**. This report provides a monthly summary for every county in Iowa, including:

- Total titles issued
- Titles issued to residents of that county
- Titles issued to residents of other counties (Any County data)
- Titles "lost" to other counties (when a resident obtained a title from a different county)

The existing "Titles by Issuing County" and "Titles by Managing County" reports remain available for more detailed analysis. However, these reports only provide data for contiguous counties. For example, if Scott County runs the Issuing or Managing County report, it will include data for Scott, Cedar, Clinton, and Muscatine counties but will not capture titles issued to Polk County residents.

New Form: Affidavit of Sale for Landlord Storage & Self-Storage Liens

MVD has introduced a new form, [Iowa DOT 411361: Affidavit of Sale to Satisfy Landlord Storage or Self-Storage Lien](#). This form replaces the Affidavit of Sale for Possessory Liens previously found on Page 20.8 of the county manual.

A lienholder may provide this form to the purchaser of a vehicle sold to satisfy one of these liens. By signing this form, the lienholder is stating they're in compliance with the applicable Iowa Code section when selling the vehicle to satisfy one of the three possessory liens.

For questions, please contact Kevin Kruse, Dealer Program Manager at kevin.kruse@iowadot.us or 515-237-3019.

Reminder: Turn in Your Plates

Iowa Administrative Rule 761-400.63, states county treasurer offices are required to return plates that have been surrendered to their offices to Iowa State Prison Industries (IPI) for recycling. Additionally, Iowa Code 321.171 states that all numbered plates shall be and remain the property of the state.

Adhering to this requirement is critical, as the Iowa DOT continues to receive reports of surrendered plates appearing out of state and being linked to speed camera and toll violations. In these cases, Iowa residents are being wrongly fined for violations they did not commit. Properly returning surrendered plates to IPI helps prevent misuse and protects Iowa residents from citations.

321.171 Title of plates.

All number plates issued shall be and remain the **property of the state**.

761—400.63(321) Disposal of surrendered registration plates. The county treasurer shall return plates that have been surrendered to the county treasurer **to Iowa state prison industries for recycling**.

This rule is intended to implement Iowa Code sections 321.5 and 321.171.

Discrepancies on Leasing Companies' Addresses

Some counties have recently rejected title applications due to discrepancies between the leasing company's mailing address on the application and the address on its leasing license. However, the mailing address on the application does not need to match the address on the leasing license.

Only the bona fide residence address and business name on the application must match the leasing license. Counties may use any mailing address provided on the application, as this address is for mailing the title. The mailing address should be entered under the Mailing Tab in the transaction.

The mailing address in a lessor's customer record is used solely for sending the business's leasing license and does not affect the titling process.

Reminder: Past newsletters can be located on the [county vehicle resource site](#).

We want to hear from you! Please [click here](#) to share feedback regarding your experience with this newsletter.

Iowa Department of Transportation
county.vehicle@iowadot.us