

KCOVRS DOCUMENT CHECKLIST

- ☐ Proof of Ownership--- Title, Out-of-State Title, MSO
- ☐ Bill of Sale—Required if Purchase Date and Price are not on title
- ☐ Signed Title Application—if title work is being done
- ☐ Schedule C
- ☐ Proof of Insurance
- ☐ HVUT-2290 Form—If vehicle over 54,000lbs
- ☐ Lease Agreement
- ☐ Lease Purchase Agreement
- ☐ Safety Responsibility Statement
- ☐ VIN Inspection
- ☐ Lien Release
- ☐ Prior Registration
- ☐ Signed Invoice—Once transaction is complete a signed invoice must be returned

- ☐ Proof of Ownership—Copy front and Back of title
- ☐ Prior Registration
- ☐ Proof of Insurance
- ☐ Schedule C
- ☐ Safety Responsibility Statement
- ☐ HVUT-2290 Form—If Vehicle is over 54,000lbs
- ☐ Signed Title Application—If you are re-titling the vehicle
- ☐ Signed Invoice—Once the transaction is complete a signed invoice must be returned