

## **APPOINTMENTS ARE REQUIRED FOR ALL INSPECTIONS (No walk-ins please)**

Please refer to the WSP web page [www.wsp.wa.gov](http://www.wsp.wa.gov) for further information, or call your local VIN Officer if you have any questions (contact information is available on the same web page.)

### **Why the Inspection and What Will be Inspected?**

[RCW 46.12.560](#) authorizes the Washington State Patrol to inspect certain vehicles for titling purposes. These inspections serve to prevent the trafficking of stolen vehicles and stolen parts.

The Vehicle Identification Number (VIN) Officer will inspect all major component parts used to construct your vehicle. Documentation must be presented at the time of the inspection to show legal ownership of the vehicle and parts used. Also, your vehicle must comply with all of the equipment requirements of [WAC Title 204](#) and [RCW 46.37](#) to pass inspection and for a VIN to be assigned.

### **When Does a Rebuilt Salvaged Vehicle Require an Inspection?**

According to [RCW 46.12.560](#) a salvaged vehicle is one that was declared a total loss (“totaled”) under the laws of this state, has been rebuilt after the certificate of title was returned to the Department of Licensing and the vehicle **was not kept** by the vehicle’s owner or is presented with documents from another state showing that the vehicle was a total loss or salvage vehicle and has not been reissued a valid registration from that state after the declaration of total loss or salvage.

*Note: The WSP only inspects vehicles for licensing in Washington State*

### **What Parts are Required for My Vehicle to Pass Inspection?**

According to [RCW 46.80.010](#), major components parts required for titling your vehicle include:

(a) engines and short blocks; (b) frame; (c) transmission and/or transfer case; (d) cab; (e) door; (f) front or rear differential; (g) front or rear clip; (h) quarter panel; (i) truck bed or box; (j) seat; (k) hood; (l) bumper; (m) fender; and (n) airbag.

*Please note your vehicle will not pass inspection if any major component parts are damaged or missing. If originally installed in your car, airbags must be included and must be in working order.*

### **What Documents Are Required for a Complete Inspection?**

Documents presented at time of inspection must be original (*meaning: Being the first form or occurrence.*) **Faxes or copies will not be accepted.**

- Washington State Patrol Inspection Request form completed by the licensing agent. (*The WSP will not be able to conduct an inspection without this **fully completed** form*)
- Valid Picture Identification
- Certificates of Title or Receipts for Major Component Parts. All receipts must be made out to you, the vehicle owner, your immediate family member, or the licensed shop that built your vehicle.

Major component parts purchased from a third party require a notarized bill of sale from the original purchaser to you and the original parts receipts—or, in the case of a licensed business, a letterhead statement of transfer to you and the original parts receipts.

Parts purchased from a **licensed business** must be presented with an original sales receipt. The receipt must show the name and address of the business, a description of the parts sold, the

date of sale, and the purchase price.

Parts purchased from a **licensed vehicle wrecker** must be presented with an original sales receipt to include the wrecking yard name and address, a description of the parts sold, the date of sale, the amount of sale, and the stock number and/or VIN of the vehicle the parts came from.

Parts from a **private party** must be presented with a signed and released title to the vehicle the parts came off of, or a notarized bill of sale. The notarized bill of sale/gift/trade must include the name, address, phone number of the seller and purchaser, a description of the parts sold, vehicle information the parts came off of (to include year, make, model, VIN), the date of sale, and the purchase price.

Parts purchased from the **Internet or electronically** will only be accepted for new, aftermarket components. The Internet or electronic receipt must be accompanied by the original packing slip/shipping invoice. You must print out a copy of the receipt to present to the VIN Officer at the time of inspection. The printed receipt must include the business name, address, phone number, date of purchase, description of part, purchase price, and tax paid.

## **What If I Purchased a Complete or Mostly Complete Salvaged Vehicle?**

If you purchased it from an insurance auction such as COPART or IAAI, you will need:

- Salvage Auction bill-of-sale and buyer receipt or,
- Salvage Certificate of Title (issued by states other than Washington) and buyer receipt **and**,
- Receipts for all major component parts (see above)

If you purchased it from a wrecking yard, you will need:

- Wrecking yard bill-of-sale or receipt or invoice **and**,
- Receipts for all major component parts (see above)

If you purchased it from a private party who holds the title:

- Title and bill-of-sale with releasing signatures from all owners or,
- A notarized bill-of-sale signed by all owners or,
- An affidavit in lieu of title **and**,
- Receipts for all major component parts (see above)

If you purchased it from a private party or out-of-state dealer who originally purchased the vehicle from an auction-salvage pool, wrecking yard, or titled owner, you will need:

- Salvage Auction bill-of-sale and buyer receipt or,
- Salvage Certificate of Title (issued by states other than Washington) and buyer receipt or,
- Washington Title and bill of sale or,
- Wrecking yard bill of sale, receipt or invoice **and**,
- Receipts for all major component parts (see above), **and**
- Notarized bill of sale from the person you purchased the vehicle from or,
- Bill of sale from dealership on their letterhead or Dealer Purchase Order

*If this is your case then you are an interim buyer and are subject to ownership in doubt (see below).*

## What If I Am Unable to Provide an Acceptable Release of Interest or Proof of Ownership?

If you are unable to provide an acceptable release of interest or proof of ownership for the vehicle or major component parts as described above, [RCW 46.12.560 \(3\)](#) requires an inspection for ownership-in-doubt as described in [RCW 46.12.680](#) and [WAC 308-56A-210](#). Ownership-in-doubt means applying for a three-year registration without title; after three years, a Washington title can be requested.

### Please Note

**If a vehicle you own is considered a total loss (“totaled”) and you intend to rebuild the vehicle and keep it for yourself, you do not need a WSP inspection. You or your insurance company are still required to notify the Washington State Department of Licensing.**

Please visit [www.dol.wa.gov](http://www.dol.wa.gov) for more information.