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Secretary of State

Vehicle Services Department

Corrected Title and Registration FACT SHEET

The ownership of a vehicle and the registration for the license plates on that vehicle must be the same. Therefore, both the title and the vehicle registration ID card must be corrected at the same time, except in the case of an address change. The application should contain all the information indicated on the new, corrected title.

PLEASE FOLLOW THE APPLICABLE DIRECTIONS BELOW.

ADDING AN OWNER'S NAME OR CHANGING AN OWNER'S NAME:

- Complete an application for corrected title in full (use form VSD 190).
 - Each owner must sign the application.
 - The current odometer must be indicated, as well as whether the reading is "actual," "not actual" or "in excess of mechanical limits."
 - Line #19 must state the reasons(s) for correction.
- Submit the original title to be corrected.
 - If the title is in the possession of a lienholder (i.e., financial institution), request that the lienholder mail the title along with the application and all required items.
 - The lienholder's complete name and address must be indicated on the application.
- Complete an application for corrected vehicle registration ID card (use form VSD 190).
 - Enter the current Illinois license plate on line #2 and the expiration date on line #4.
 - Submit a copy of the registration ID card.
 - Enter each owner's driver's license number on line #6.
- Submit the \$53 fee payable to Secretary of State.

Please use two separate forms for making title and registration changes.

REMOVING AN OWNER'S NAME:

- Complete an application for corrected title in full (use form VSD 190).
 - Each remaining owner must sign the application.
 - The current odometer must be indicated, as well as whether the reading is "actual," "not actual" or "in excess of mechanical limits."
 - Line #19 must state the reasons(s) for correction.
- Submit the original title to be corrected.
 - If the title is in the possession of a lienholder, request that the lienholder mail the title along with the application.
 - The lienholder's complete name and address must be indicated on the application.
 - The signature of the individual whose name is being removed is required on the assignment on the back of the original title or on a statement clearly indicating that he/she is releasing all interest in the vehicle (including year, make and VIN). If the individual whose name is being removed is deceased, a copy of the death certificate must be submitted.
- Complete an application for corrected vehicle registration ID card.
 - Enter the current Illinois license plate number on line #2 and the expiration date on line #4.
 - Submit a copy of the registration ID card.
 - Enter each owner's driver's license number on line #6.
 - The signature of the individual whose name is being removed must submit a statement clearly indicating that he/she is releasing interest in the vehicle (including year, make and VIN) and license plates. If the individual whose name is being removed is deceased, the copy of the death certificate submitted to correct the title will establish that fact.
- Submit the \$53 fee payable to Secretary of State

Please use two separate forms for making title and registration changes.

REMOVING YOUR OWN NAME:

Instructions for removing an owner's name must be followed. The owner whose name is being removed must either correctly assign the title or submit a statement clearly indicating that he/she is releasing all interest in the vehicle (including year, make and VIN) and the license plates. The remaining owner must complete and sign the applications. In some cases, civil action between the parties may be necessary to effect these changes.

REMOVING THE NAME OF THE ONLY OWNER OR ALL OWNERS:

A. In the case of a business that is **not incorporated**, and the individual(s) who is **sole owner** of the company, the ownership may be corrected from and to either party. Follow instructions for adding a name and removing a name. In addition, a statement indicating sole ownership of the business must be submitted. The statement must be signed by each owner of the business.

A business that is incorporated may not change the ownership by means of a corrected title and corrected registration. Please call the Public Inquiry Division at 800-252-8980 for instructions.

B. In the case of the death of the only owner or all owners, **the title cannot be corrected**. An application for a new title must be submitted. Please call the Public Inquiry Division at 800-252-8980 for instructions.

Upon the death of the only owner of a vehicle, only the surviving spouse can retain the title and license plates by repurchasing the plates. A copy of the death certificate is required. If the death certificate does not indicate the marital relationship, a statement signed by the surviving spouse also is required. The fee is \$3 for a corrected vehicle registration ID card if the plates will be used on the same vehicle, or \$25 for transfer if the plates will be used on a different vehicle.

CHANGING THE ADDRESS OF THE OWNER:

The Secretary of State must be notified of the correct address in writing or online at www.cyberdriveillinois.com, at least 90 days before the expiration of the vehicle registration in order for the registration renewal notice to be mailed to the new address. Or the correct address may be specified on the renewal notice so the new sticker can be mailed to the new address. **CORRECTING THE TITLE IS NOT REQUIRED.**

NOTE: CORRECTED TITLE APPLICATIONS INVOLVING THE REMOVAL OF A NAME BECAUSE OF A DIVORCE OR DEATH OF A CO-OWNER OR FOR CHANGING AN OWNER'S NAME BECAUSE OF MARRIAGE MUST BE ACCOMPANIED BY A \$15 TITLE FEE. OTHER CHANGES MAY BE MADE AT THE SAME TIME PROVIDING DIVORCE, DEATH OF A CO-OWNER OR MARRIAGE IS THE PREVAILING REASON FOR THE CHANGE.

In order to receive the reduced fee, the Illinois Certificate of Title MUST BE SUBMITTED at time of application along with required documentation to the Office of the Secretary of State.