Dear Customer,

When the evidence presented for the issuance of an Ohio title is insufficient, an application for certificate of title must be submitted to the Common Pleas Court pursuant to the following procedure:

- Applicant must be a Williams County, Ohio resident
- We highly recommend you contact an attorney to prepare your pleadings
- If preparing pleadings pro se (without an attorney), pick up the required forms from the Clerk of Courts office, One Courthouse Square 3d Floor, Bryan OH OR Williams County Title Department 13065 County Road D-50 Lot B, Bryan OH.
- Complete the Application **IN FULL** (incomplete applications will not be accepted). This document must be signed in the presence of a Notary Public.
- Complete the Affidavit in full. This document must be signed in the presence of a Notary Public.
- Request a record search from the Williams County Title Department, 13065 County Road D-50 Lot B, Bryan OH (fee \$5.00) for proof that there are no liens against this vehicle.
- Request a record search from the Williams County Sheriff's Department (contact Deputy Rex Lawrence via email at nspd1313@yahoo.com or call 419-633-5109 and reference Court Ordered Title application) for proof that this vehicle is not stolen.
- File the completed Application along with the record search, Affidavit and proposed Court Order to the Clerk of Courts, One Courthouse Square 3d Floor, Bryan OH. A deposit of \$50.00 (cash or check) is required at the time of filing.
- Should the Court grant you an Order for title, the Order will be mailed to you at the address provided. You will need to take that Order to the Williams County Clerk of Courts Title Department, 13065 County Road D-50 Lot B, Bryan OH for the issuance of your certificate of title. All taxes and fees will be collected when a title is issued.

THERE IS NO GUARANTEE THAT AN ORDER WILL BE GRANTED.

In Re	e: Certificate of Title for:	Make	Case No					
		Model						
		VIN#	APPLICATION FOR					
		Year	CERTIFICATE OF TITLE					
Model								
	I, the undersigned		_ (print name), being duly sworn according to law, make the					
follov	ving statements:							
1.	1. How did you obtain the vehicle:							
2.	List the date of transaction,	, name of seller, purc	hase price and attach the Bill of Sale, if any:					
3.	Attach an Affidavit stating why you do not have a title.							
4.	Attach all pertinent information of attempts made to obtain this title.							
5. Attach the record search obtained from the Williams County Clerk of Courts Auto Title Departr								
6.								
	I hereby respectfully make	application for this C	Court to issue an Order directing the Williams County					
Clerk	of Courts to issue a Certificat	e of Title to me for th	ne described vehicle.					
			Applicant's Signature					
			Applicant's Address					
		,						
		. •	Applicant's phone number					
	Sworn to and subscribed in	my presence this	day of					
	5 Worn to and subscribed in	my presence uns	,					
			en <u>Station</u>					
			Notary Public					

In Re: Certificate of Title for:	Make	AFFIDAVIT FOR		
	Model VIN#			
	Year	CERTIFICATE OF TITI	Æ	
State of Ohio, County of Williams, SS:				
I.	(print name). am try	ing to obtain an Ohio title on the above m	entioned	
vehicle, in my name. I do not have				
vomoto, in my name. I do not have	a title that has been assigned	ou to me for the following reason.		
Circumstances (be specific)				

	****		- 1	

	•			
		Applicant's Signature		
		Applicant's Address		
		Applicant's phone number		
Sworn to and subscribed in	my presence this day	of,		
		N. de D. I.I.		
		Notary Public		

In Re: Certificate of Title for:				
	Model			
	VIN#	*	ORDER FOR	
	Year		CERTIFICATE OF TITLE	<u>C</u>
		,		
On this day, this matter of	came before the Co	ourt to be heard	ex parte upon the sworn Affida	vit and
Application of		(print name) for an	Order authorizing the issuance	e of a
Certificate of Title for the vehicl	e described in the	Application.		
	o doboliood iii dio i	ippiioanoii.		
The Court, being fully a	advised, finds that	the Application	n is well taken and the Certific	ate of
Trul 1 111 ' 1, 1 011				*
Title should be issued to the following	owing individual as	s requested:		
	Applica	ant's Name		
	Applicar	nt's Address		
IT IS THEDEFORE O	DDEDED that the	Annligant shal	l present this Order for Certific	.ic
II IS THEREFORE O	KDEKED mai me	Applicant shan	i present this Order for Certific	ate of
Title within 30 days of the date	of this order, to the	e Williams Cou	nty Clerk of Courts who shall i	ssue a
Certificate of Title to Applicant	t	(print 1	name) for the vehicle described	in the
Continuate of Title to Approach		(brine i	name, for the ventere described	iii tiic
Application as set forth above.				
		Honora	ble J.T. Stelzer, Judge	
		11011018	ore 1.1. preizer, Judge	