



STATE OF INDIANA

Mitchell E. Daniels, Jr., Governor

R. Scott Waddell, Commissioner

Special Identification Number (MVIN/HIN) Application Checklist

Special Identification Number applications for motor vehicles and watercraft are processed by BMV Central Office Operations to improve the security and efficiency of these transactions. Prior to submitting each application verify all required information is included. Contact (888) 692-6841 with any questions.

When submitting paperwork, include all of the following:

- Completed and signed Application for Special ID Number - State Form 12907
- Proof of Ownership. Examples include: Certificate of Title, Certificate of Origin, Bill of Sale, etc. A General Affidavit is used when vehicle is assembled from parts on hand and/or from parts that have been purchased (receipts required).
- Affidavit of Police Officer/Physical Inspection of an Indiana Resident's Vehicle/Watercraft – State Form 39530. Must be completed by a law enforcement officer. Inspection must be done on all major parts if the application is for a motor vehicle.
- One original side view, color picture of the entire vehicle or watercraft. If the vehicle is a mobile home, a color picture of the front and the back view of the entire mobile home.
- Receipts for materials purchased, if applicable
- \$11.50 for motor vehicle identification number (MVIN) applications or \$10.50 for hull identification number (HIN) applications. Payable by credit card (MasterCard or Visa), check, electronic check, or money order. If the MVIN application is for a trailer, you may include an additional \$16.75 for a 30-Day Permit which allows the operation of the trailer on public roadways while the application is in process.

For your convenience, the required forms are included with this checklist. The forms are also available at myBMV.com. Mail the completed packet to:

Central Office Operations
100 North Senate Avenue, Room N417
Indianapolis, IN 46204

Note: Include this checklist on the top of your application with contact information provided below. If all required documents are not submitted or information is incomplete the entire application will be returned.

Print Name: _____

Phone Number: _____ Email (optional): _____