



State of Alabama Department of Revenue

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September 28, 2010

MEMORANDUM

2010 - 23

TO: All License Plate Issuing Officials

FROM: Mike Gamble, Assistant Director 
Motor Vehicle Division

SUBJECT: Name and Signature Requirements Involving Title Transactions

This memorandum concerns signature requirements on applications for certificate of title and title assignments.

Department rule 810-5-75-.40, Requirements for Names and Signatures on Title Application and Title Assignments, states the following:

- (1) An application for a certificate of title, accompanied by the required supporting documents which reflect two (2) owners, shall have the names of both owners shown on the application. Two owners joined by the conjunction “and” or with no conjunction between the names shall have tenancy in common ownership rights and both owners shall be required to sign the title application. Two owners joined by the conjunction “or” or “and/or” shall have joint tenancy ownership rights and only one owner shall be required to sign the title application. No more than two owners shall be listed on an application for certificate of title.
- (2) An assignment of title which reflects two (2) owners joined by the conjunction “and” or with no conjunction between the names shall have tenancy in common ownership rights and both owners shall be required to sign the title assignment. Two owners joined by the conjunction “or” or “and/or” shall have joint tenancy ownership rights and only one owner shall be required to sign the title assignment.
- (3) The name of the owner to be shown on the application for certificate of title shall be the legal and exact name of the owner of the vehicle for which a certificate of title is requested. Where the owner is doing business under a trade name, the trade name may be shown following the name of the individual owner.

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An example would be John Smith doing business as Smith Enterprises. The owner name on the title application should be listed as follows:

Smith John DBA Smith Enterprises

Any suffixes such as Jr., Sr., II or III should appear after the owner's complete name rather than after the owner's last name on the title application.

In addition, the Federal Truth in Mileage Act requires that both the signature and hand-printed name of both the seller and buyer be entered in title assignments for non-exempt vehicles (vehicles not more than ten model years old or with gross weights of 16,000 pounds or greater). Note that stamped signatures and/or printed names are not permissible under the Federal Truth in Mileage Act.

Finally, there are situations where an individual can only hand-print or make a mark for his or her name. In such situations, the county official's office (or other designated agent completing a title application) must attach an affidavit with the title application package attesting to the fact that the hand-printed name or mark is the legal signature for the individual.

Please feel free to email titles@revenue.alabama.gov should you have any questions regarding this matter.