

# CHANGING OWNERSHIP TO A TRUST

When changing to a trust it is considered a new transaction because ownership is changing from individual(s) to a trust. If you have any questions, please don't hesitate to reach out to us 603-526-1244 or email TCTC@NEWLONDON.NH.GOV.

At least one trustee must be present (in person) & present their driver's license when titling to sign the title application for the change in ownership.

**Seasonal Residents** must fill out a [Nonresident Affidavit form](#).

**If you are transferring plates**, bring your original current registration not your plates (no photocopies). NOTE: You can only transfer credits if the primary driver remains on the title.

**If you want to keep your plates or the registration has expired**, fill out the plate release below.

**New plates.** Go to: [www.dmv.nh.gov/vehicles-boats-or-titles/plate-types](http://www.dmv.nh.gov/vehicles-boats-or-titles/plate-types). Please note costs associated with each plate type.

\_\_\_ Original title: If there are two owners and the conjunction is "and" both have to sign the back as the sellers. If the conjunction is "or" only one owner needs to sign as seller. We can help you when you come in if you are unsure.

\_\_\_ Odometer reading on title needs to be filled out coinciding with the date of ownership change.

\_\_\_ Trust Certificate - For first time issuance, must provide Trust Certificate which includes the pages that show the legal name of the trust & the list of trustees, & the page which is the "signature page" showing the signatures of the trustees, along with the attorney who prepared the paperwork & two witnesses.

\_\_\_ Trim details(i.e.: XL, SL, crew cab, ex long bed, 5.0L) \_\_\_\_\_

**Payments** accepted are cash, check or credit card (plus 2.99% convenience fee, \$2.50 min). Please make payable to "Town of New London".

## LETTER OF PLATE RELEASE

I, \_\_\_\_\_, \_\_\_\_\_  
Name of Primary Owner Address of Primary Owner

do hereby release plate # \_\_\_\_\_ to \_\_\_\_\_  
Name of Trust

\_\_\_\_\_  
Address of Trust

I understand that by doing this, I give up all rights to this plate and any credits associated with it and the registration.

Signature: \_\_\_\_\_  
Primary Owner

Date: \_\_\_\_\_