

# **Policy Positions of the American Association of Motor Vehicle Administrators**



**American Association of  
Motor Vehicle Administrators**

## APPENDIX A

### AAMVA RECOMMENDED UNIVERSAL CERTIFICATE OF TITLE SPECIFICATIONS AND MINIMUM SECURITY FEATURES

#### **SIZE**

Title size should be large enough to include odometer information and disclosure statements required by the Truth in Mileage Act of 1986. A title smaller than 7" x 8" generally does not contain sufficient space for this purpose.

AAMVA, therefore, recommends a title size specification range of 7" x 8" as the minimum and 8 ½" x 11" as the maximum.

#### **MODEL FORMAT FIELDS**

Data	Location
1. Name of Jurisdiction	Top, center of form either in or beneath border.
2. Words "Certificate of Title"	Top, center of form either in or beneath border.
3. VIN	First line of vehicle data, top portion of form, left justified
4. Year	First line of vehicle data, top portion of form, immediately to the right of "VIN."
5. Make	First line of vehicle data, top portion of form, immediately to the right of "Year."
6. Owner(s) Name and Address	Top half of form beneath vehicle data
7. Lienholder(s) Name and Address	Lower portion of form
8. Lienholder(s) Release	Adjacent, or below appropriate lien information
9. Brands	Right hand side, last line of vehicle descriptive data under odometer information.
10. Odometer Date, Miles, Status (i.e., actual, not actual, over mechanical limits)	Second to last line of vehicle descriptive data, right hand side, above "brands."

#### **MINIMUM SECURITY STANDARDS**

All title documents should contain the following 10 security features:

1. Engraved Border	A border produced from engraved art work.
2. a) Prismatic	A rainbow printing that is used as a deterrent to color copying, and/or
b) Copy Void Pantograph	The word "void" appears when the document is copied.
3. Erasable Fluorescent Background Inks	Fluoresces under ultraviolet light and reacts to any attempt to erase in such a manner as to be immediately detectable.
4. Background Security Design	A repetitious design consisting of a pattern that

	hinders counterfeiting efforts.
5. Sensitized Security Paper	Paper that is reactive to chemicals commonly used to alter documents.
6. Non-Optical Brightener	Paper without added optical paperbrighteners that will not fluoresce under ultraviolet light.
7. Microline	A line of small alpha-characters in capital letters that requires a magnifying glass to read.
8. Consecutively Numbered	Documents that contain a number that is consecutively numbered for control purposes
9. Complex Colors	Colors that are developed by using a mixture of two or more of the primary colors (red, yellow and blue) and black, if required.
10 a) Security Thread	With or without watermark, and/or
b) Intaglio Print	With or without latent image, and/or
c) A Security Laminate*	And/or
d) Hot-Stamped 3-Dimensional Hologram	

\*Security Laminate is defined as a transparent laminate material with proprietary security technology features and processes that are not available on the commercial market, and that will protect documents of value from compromise from counterfeiting, data alteration, photo substitution, duplication (including color photocopying) and simulation by use of materials and technologies that are commonly available.

At the discretion of the jurisdictions, all title documents should include either additional features or methods to ensure document integrity. Such additional features or methods may be those available from commercial paper printers and/or suppliers or a method(s) of printing data on the document for the purpose of electronic validation of the data base record and/or data retrieval.

A secure process is also required for any separate reassignment document used in addition to the certificate of title in connection with transfer of ownership transactions. As a minimum, such document should be printed on sensitized security paper.

## APPENDIX B

### **SPECIFICATIONS FOR PRINTING A MANUFACTURERS CERTIFICATE OF ORIGIN (CO) FOR MOTOR VEHICLE STANDARDS**

SECURITY FEATURES – All Certificates of Origin should contain the following nine security features:

1. Paper
  - (a) Sensitized Security Paper – paper that is reactive to chemicals commonly used to alter documents
  - (b) Non-Optical Brightener Paper – paper without added optical brighteners which will not fluoresce under ultraviolet light.
2. Engraved Border – a border produced from engraved art work which shall appear on the front of the document.
3. (a) Prismatic – rainbow printing which is used as a deterrent to color copying, and/or
  - (b) Copy Void Pantograph – the word “void” appears when the document is copied.
4. Complex Colors – colors which are developed by using a mixture of two or more of the primary colors (red, yellow or blue) and black if required.
5. Erasable Fluorescent Background Inks – fluoresces under ultraviolet light and reacts to any attempt to erase in such a manner as to be immediately detectable.
6. Background Security Design – a repetitious design consisting of a pattern which hinders counterfeiting efforts.
7. Microline – a line of small alpha characters in capital letters which requires a magnifying glass to read.
8. Consecutively Numbered – documents that contain a number which is consecutively numbered for control purposes.
9. (a) Security Thread – with or without watermark, and/or
  - (b) Intaglio Print – with or without latent image.

DOCUMENT SIZE – “Certificates of Origin” size specifications shall be seven (7) inches by eight (8) inches.

PAPER STOCK – Sixty (60) pound offset or equivalent durability.

CONSTRUCTION – Unless otherwise specified by the user, the forms should be constructed and fan-folded for use on high-speed pinfed computer printer and/or continuous typewriters.

LAYOUT – Text matter space for 1/10 inch horizontal and 1/6 inch deep characters per AAMVA H-12 Policy for standard format.

FACILITY SECURITY – To insure the integrity of the manufacturers “Certificate of Origin,” the user should require the vendor to maintain secure printing and storage facilities. *[Revised 1990]*