

## WHAT ELSE SHOULD I KNOW?



1. A vehicle can be registered in any county whether you reside in that county or not.
2. Credit can be transferred to a new purchase from any type of vehicle/trailer that has been sold.
3. There is a link to calculate registration fees on our website.
4. Sales tax can be paid on a new purchase before the title work is processed.
5. You can drive on a notarized title for 30 days and a notarized bill of sale for 45 days.
6. A 30, 60 or 90-day temporary can be purchased from our office after sales tax has been paid. Temporaries start from the original purchase date and only one can be issued.



**Converse County  
Treasurer  
107 N 5<sup>th</sup> St, Ste 129  
Douglas, WY 82633**

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<http://conversecounty.org/treasurer>**

# Thinking about Buying a Vehicle?



**LOOK INSIDE FOR  
HELPFUL INFORMATION**



## HAPPENS AFTER YOU PURCHASE A VEHICLE?

Once you purchase a vehicle there are several things you must do to legally register the vehicle:

1. Get the title switched over into your name. This is done in the County Clerk's office.
2. Pay sales tax on the purchase. This is done in the County Treasurer's office.
3. Register the vehicle. This is when you will receive plates & tags for the vehicle. This is done in the County Treasurer's office.

## HOW DO I GET THE TITLE SWITCHED?

If the vehicle is purchased from a dealership and it is financed, the dealership should send all of your paperwork to the County Clerk to get it processed into your name. You can ask the dealership at the time of purchase where and when they will send it.

If you receive the title or MSO, you will need to take it to the Clerk's office to get the title processed into your name. This has to be done before you can register the vehicle.

Call the County Clerk for more information on getting the title switched at (307) 358-2244.

## PAYING SALES TAX

Sales tax applies to the retail sale of personal property or services. If you are a Wyoming resident, you have 50 days to pay sales tax without penalties, regardless of where the vehicle was purchased.

### WHAT IS TAXABLE?

- Tangible items such as: selling price of the vehicle, after market items, any protection clear coats.
- Any expense to the dealer such as: document fees, freight (vehicle being shipped to dealer).
- Deductions for trade-ins and rebates, freight (vehicle being shipped to customer), and warranties are NOT taxed.

### WHAT INFORMATION DO YOU NEED TO PAY SALES TAX?

- If the vehicle was purchased from a dealership or auction, we require a bill of sale or an invoice from them.
- If the purchase was from a private party, we do not require a bill of sale. We only require: vehicle information, purchaser's information, and selling price.



## REGISTERING A VEHICLE



To register a vehicle, the sales tax must be paid, the title must be processed, and the vehicle must be insured.

### WHAT INFORMATION DO YOU NEED TO REGISTER YOUR VEHICLE?

If the title was processed and sales tax was paid in Converse County, the treasurer's office already has everything they need to register the vehicle.

If the title was processed and/or the sales tax was paid in a different county, we will need a copy of that title and/or the sales tax receipt. Our office can call to have a copy faxed if we need to.

Proof of Insurance.

## WHAT WILL MY REGISTRATION COST?

Registration fees consist of two parts: a county fee and a state fee.

The county fee is based on the value of the vehicle and how many years the vehicle has been registered for use.

The state fee is determined by the type of vehicle and its weight.

Please refer to our website for a link to a registration calculator or call our office for more information on the cost of your registration.

[www.conversecounty.org/treasurer](http://www.conversecounty.org/treasurer)

