

# Grant County

## Treasurer Office

### Hours:

**8:00am- 4:30pm - Monday-Friday**

**\*Grant County Resident of South Dakota**

Please provide at time of transaction:

### Individuals:

\*Driver License or

\*Social Security Number

### Company/Business:

\*FEIN Number

### Trusts:

\*FEIN/SS number with trust documents

## **Grant County processes motor vehicle transactions for South Dakota residents.**

**SD State policy:** All Motor Vehicle transactions are done in the county of residence, except military personal using their parents Grant County address for their permanent address.

**Registration renewals:** you must bring one of the following to the office with you:

**Individuals:**

SD driver license

Social Security number

Renewal postcard

**Company or Trusts:**

FEIN number

Renewal letter

**Reminder if you are not the owner:** For renewals you will need written permission from the owner.

All other motor vehicle transactions permissions do not work; the owner needs to complete the transaction or complete the correct form found on the SD DOR website, filled out, signed and accompanied by the person completing the transaction for the owner.

**Mailings fees:** \$1.50 per each registration/document & \$7.50 per set of plates mailed: HB 1042; 3/15/23

**\$25.00 Administration fee:** SDCL 32-3-18.1: SDCL 32-3A-21.1 allows counties to charge an administrative fee for applications for title, interstate title and initial registrations completed entirely by mail. South Dakota residents are included; No administration fee under this section may be charged to any insurance company or dealer licensed in South Dakota.

**Companies:** you will need your FEIN number or renewal letter for all transactions.

**Trusts:** you will need your FEIN/SS number or renewal letter for registration renewals and for all other transactions, you will also need your trust documents.

**2290 Heavy use forms:** filed with the IRS every year starting in July and completed by September 1 of the current year. **To register/renew a heavy use vehicle, you must have the IRS stamped current year form.** If you do not have that, then you need to have the prior year stamped form and sign a request for tonnage decals (HVUT) form that you have filed the current year a provide a copy within 60 days to the treasurer.

**Transfer of a newly purchased entity:** original documents required; NO PHOTOCOPIES.

**Transfers on prior out of state trailers, recreation vehicles, or specialty vehicles, you will need a printed weight ticket or a similar document stating the shipping/dry weight of the entity you are transferring.**

**Odometer readings** are required on 20 year and newer vehicles on all title transfers.

**Out of State Residents** will have to provide both DL/ID/photo card and Social Security card or some form of government issued document with full name and full SS number shown.

**Payments:** Cash, checks, cashier's checks, money orders are accepted.

No out of state checks, counter checks, starter checks or two-party checks are accepted.

**Visa, MasterCard, Discover** are accepted. There will be a variable service fee added to your CC transaction charged by the credit card company.

**Office transactions close at 4:30pm Monday-Friday.**

**Phone:** 605-432-5651 **Email:** Treasurer@grantcountysd.us