

KCOVRS DOCUMENT CHECKLIST

1. ADDING A NEW VEHICLE TO YOUR KCOVRS ACCOUNT

- Proof of Ownership--- Title, Out-of-State Title, MSO
- Bill of Sale—Required if Purchase Date and Price are not on title
- Signed Title Application—if title work is being done
- Schedule C
- Proof of Insurance
- HVUT-2290 Form—If vehicle over 54,000lbs
- Lease Agreement
- Lease Purchase Agreement
- VIN Inspection
- Lien Release
- Prior Registration
- Signed Invoice—Once transaction is complete a signed invoice must be returned

2. ADDING A VEHICLE PREVIOUSLY REGISTERED AND TITLED IN KANSAS

- Proof of Ownership—Copy front and Back of title
- Prior Registration
- Proof of Insurance
- Schedule C
- HVUT-2290 Form—If Vehicle is over 54,000lbs
- Signed Title Application—If you are re-titling the vehicle
- Signed Invoice—Once the transaction is complete a signed invoice must be returned