Service is a key component of the work Auto Title Staff provides our customers. We want to ensure your title transaction is correct and complete. Call our DEDICATED TITLE HELP LINE. Talk with one of our customer service professionals. We want adding a beneficiary to your Ohio title to be right and done here in Franklin County.

Thank you.

Maryellen O’Shaughnessy
Franklin County Clerk of Courts

How does it work?
An individual, as a sole owner of a motor vehicle, watercraft or outboard motor, may elect to designate a beneficiary or beneficiaries to an Ohio title. The beneficiary may be an individual, a corporation, an organization, a trust or other legal entity.

Upon the death of the owner, the beneficiary submits the title, a certified copy of the death certificate and proper identification to apply for a title in their name. (ORC §2131.13)

What do I need?

1. Original Ohio Title
2. Affidavit for designation of beneficiary (BMV 3811)
3. Application for Certificate of Title.
4. A government issued drivers license or identification card.
5. $15.00 title fee*
   * add $1.00 fee per notarization. We accept cash, check or credit card payments (with a 3% fee). Please make checks payable to: Franklin County Clerk of Courts.

Note: Affidavit for designation of beneficiary and application for certificate of title can be obtained and completed in our office.

How do I sign up?

1. Visit one of our four locations in Franklin County.
   - North: 980 Morse Road, Cols., 43229
   - East: 1583 Alum Creek Drive, Cols., 43209
   - South: 45 Great Southern Blvd., Cols., 43207
   - West: 4153 W. Broad Street, Cols., 43228

2. Mail your documents with payment to:*
   Franklin County Clerk of Courts
   Auto Title Division
   45 Great Southern Boulevard
   Columbus, OH 43207
   *Include a stamped, self-addressed envelope for your completed auto title. Check payments only accepted by mail.

Need Forms or Have Questions?
Call our DEDICATED TITLE HELP LINE at (614) 525-3090 or franklincountyautotitle.com.