

E-Signature Timeline and Process Overview

MVD Central Programs Bureau

The MVD has updated its policy to allow for certain provisions in the use of an electronic signature on a separate odometer disclosure form with the title and registration of new motor vehicles from licensed Iowa dealers when accompanied by a Manufacturer's Certificate of Origin (MCO), also known as a Manufacturer's Statement of Origin (MSO).

Please see below for a process timeline and overview.

Timeline

- **October**– Dealers may collect an e-signature on the new [Odometer Disclosure Statement \(Form 411077\)](#) during a sale.
- **October 16** – [Odometer Disclosure Statement \(Form 411077\)](#) will be available with the new statement about authorized use of an e-signature.
- **October 16** – Counties will start processing transaction with e-signatures on [Form 411077](#) with a purchase date of October 1, 2024, or after.
- **January 1, 2025** – [Form 411077](#) is required for all ink and electronic signatures.
 - From October 16, 2024, to January 1, 2025, both electronic and ink signatures will be allowed on both the old version and new version of [Form 411077](#).

Process Overview

- Be sure to inspect all forms for the title and registration of a motor vehicle.
 - If there are no anomalies, and you do not suspect fraud, you may complete the transaction.
- Electronic signatures can be different on forms, depending how a form is set up. This is allowed to be interchangeable to meet the needs of the form. Example:
 - First form may require an electronic capture of the printed name and electronic signature from the buyer.
 - Second form may require an electronic capture of initials and an electronic signature from the buyer.
 - Third form may require an electronic capture of initials, capture of electronic printed name, and electronic signature from the buyer.
- An electronic signature is one adopted by a person with the intent to sign the record. Iowa Code chapter 554 specifically allows and encourages use of electronic signatures unless otherwise prohibited.

Helpful Resources

- [Form 411077 Odometer Disclosure Statement](#)
- [PM 24-02: Acceptance of Electronic Signature & Notarization on Vehicle of Electronic Signature & Notarization of Vehicle and Motor Carrier](#)
- [County Motor Vehicle Manual](#)