



## ASCEF Vehicle Donation Program

### How to Donate a Vehicle to ASCEF:



1. **Call 844-877-2473:** Our Vehicle Donation Support Team is available seven days a week to help you complete the donation and confirm your pick-up information. You can submit your donation entirely online or get the process started and finish over the phone.
2. **Schedule Your Free Pick-up:** Vehicles can be picked up just about anywhere in the U.S. Once the donation form has been completed and submitted, we will arrange to have a licensed tow vendor pick up the vehicle. Unless your pick-up is scheduled on the initial call, you will receive a call from the vendor within two to three business days to confirm a convenient date/time for the pick-up. Please let the Vehicle Donor Support Representative know if your vehicle is located at an ASCEF Donation Center and provide them with the location details. The ASCEF Donation Center will be your vehicle pick-up location. Please remember to remove all personal belongings from the vehicle, and be prepared to present the keys, Title, as well as sign the Bill of Sale\* with the tow driver.

**\*Bill of Sale** - The Bill of Sale should be made out to: Charitable Adult Rides & Services. All vehicles picked up in California will require a Bill of Sale along with the Title. The vendor picking up your vehicle should have the REG 262 at the time of the pick-up for you to sign.

3. **ASCEF Receives the Proceeds:** The entire sale process of each donated vehicle can take approximately up to four to 12 weeks. Then, ASCEF receives the proceeds.
4. **Receive a Donation Receipt:** Vehicle donations are tax-deductible. An initial donation receipt is provided at the time of the pick-up. If the vehicle sells for \$500 or less, donors are mailed a thank-you letter within 30 days of the sale of the vehicle, which serves as a tax receipt. If the vehicle sells for more than \$500 and the donor has provided their tax identification number, an IRS Form 1098-C will be mailed to the donor within 30 days of the sale stating the amount of gross proceeds (the maximum amount of the donor's tax deduction) received from the donation. For specific tax-related questions, donors are advised to consult with their tax advisor.



## ASCEF Vehicle Donation Program

### FREQUENTLY ASKED QUESTIONS - THE PICK-UP

**Does you accept all vehicles?** All vehicles are considered (running or not), including cars, trucks, motorcycles, RVs, boats, airplanes, heavy equipment, farm machinery and most other motorized vehicles. However, it will need to meet the following basic requirements:

- Vehicle has a clear Title. However, if you do not have it or have title issues, please call us anyway; we have experts on staff who may be able to assist.,
- Vehicle is complete and towable
- Vehicle is accessible for safe towing

**When can I schedule my pick-up?** When you are contacted by the towing/vendor company, you will be given a time period to choose from for your pick-up window. These windows are based on your needs as a donor and what fits the realities of the traffic and volume in the geographic area of the vehicle.

**Do I have to pay for towing?** No. Vehicle Donors do not pay for towing; it's free!

**Who will be calling me to schedule the pick-up?** A vendor representative for your donation will be calling/texting and/or emailing you using the information you provided on the donation form for scheduling to arrange a time to pick up your vehicle. Please be aware you will very possibly receive a call from a phone number that you don't recognize pertaining to your donation; this is the vendor.

**How do I get ready for the tow driver and what can I expect?** Please remove all personal belongings from the vehicle and have the title ready at the time of the pick-up (unless otherwise directed). The tow operator will pick up the title, Bill of Sale (if applicable), keys and vehicle. Please wait to mark the title; the tow vendor will assist you in signing the title. In most cases, the tow operator will also provide the donation receipt. If your vehicle is being picked up in California, they will also assist you with the Bill of Sale. Should you not receive a donation receipt, please give our Vehicle Donor Support Team a call and we will get one out to you.

**Do I remove the license plates or leave them on the vehicle?** This depends on the state in which your vehicle is registered. In some states, you are required to surrender or return the license plates after donating. If your state requires you to remove the plates before donating your vehicle, please do what you can to remove your own plates. We cannot guarantee the driver will be able to assist you with plate removal. For California, the license plates must stay with the vehicle (unless a vanity/personal plate). To find out what's expected for your state, give our Vehicle Donor Support Team a call and we'll walk you through it or go to [careasy.org/vehicletransfer](http://careasy.org/vehicletransfer).



## ASCEF Vehicle Donation Program

### FREQUENTLY ASKED QUESTIONS - TITLE TRANSFER

**Does my title need to be notarized?** Whether or not you need notarization depends on the state that holds your vehicle title. Currently, we are aware that notarization is a requirement for the following states: Arizona, Kentucky, Louisiana, Montana, North Carolina, Oklahoma, Pennsylvania, and Wyoming. However, each state's requirements are subject to change. If you would like to confirm if your state requires notarized title transfers, go to your state's motor vehicle department's website and click on your state to see your state's title transfer requirements. (Notarization is used to deter fraud by ensuring proper identification has been provided and approved prior to signing over the title, and some states require notarization of the title prior to donating).

**When should I sign over the title?** Please wait to mark the title until after you have discussed it with the tow vendor as they will assist you in showing you the correct location in which to sign the title.

**Where do I find my title number?** The location of the title number on the title varies from state to state. It will usually indicate 'Title Number', 'Control Number', 'Certificate Number' or Document Number'. You can also call our Vehicle Donor Support Team seven days a week, and we can help.

**Who is considered the purchaser of the donated vehicle? Am I giving the vehicle to ASCEF?** The purchaser of your donated vehicle is not the charity. It will either be the vendor or Charitable Adult Rides & Services (our vehicle donation program provider).

**If there is more than one person listed as owner on the title, do all parties have to sign the title?** If the word "and/or" is not listed between the names of the parties/owners, then all parties will need to sign the title.

**Who is the Bill of Sale made out to?** The Bill of Sale should be made out to Charitable Adult Rides & Services.

**What is a Bill of Sale and why do I need one?** \*The Vehicle/Vessel Transfer and Reassignment Form (REG 262) is a single-page multipurpose form that combines odometer disclosure, bill of sale, and power of attorney. The REG 262 is not available online because it is printed on security paper, which makes it compliant with federal odometer disclosure regulations.

To obtain a REG 262 form: Call DMV's Automated Telephone Service at 1-800-777-0133 (available 24 hours a day, 7 days a week) to have a form mailed to you. Or, you can also wnload Form 135 (Bill of Sale) at <https://www.dmv.ca.gov/portal/wcm/connect/b04d574c-a959-4160-953b-faf62a66cd3a/reg135.pdf?MOD=AJPERES>



## ASCEF Vehicle Donation Program

### FREQUENTLY ASKED QUESTIONS - THE SALE

**How Do You Sell the Vehicles?** Our Vehicle Donation Program works with hundreds of vendors and auction yards throughout the country to sell vehicles. Every donation is personally reviewed to determine the most effective sales process. In most markets, we have the flexibility of multiple sales outlets to route vehicles to the right buyer. Vehicles may be sold through the auction, to a private buyer, or to a salvage yard. This expansive network of vendors allows us to be more competitive with inventory as well as leverage our volume to increase prices, providing ASCEF with maximum funds and maximizing the donor's tax benefit.

**During the sale process, how do I check on the status of my car or get other answers?** The ASCEF Vehicle Donor Support Team is available seven days a week. Please call 844-877-2473 or email [donorsupport@careasy.org](mailto:donorsupport@careasy.org).

**Will I be notified when it sells?** Once your vehicle sells, our Vehicle Donor Support Team will either email and/or mail a thank-you letter on behalf of the nonprofit receiving your donation, which serves as a copy of your tax receipt. Please note that if your vehicle sells for more than \$500 and your tax identification number has been provided, an IRS Form 1098-C, 'Contributions of Motor Vehicles, Boats, and Airplanes', will be mailed to you within 30 days of the sale stating the amount of gross proceeds received from your donation.



## ASCEF VEHICLE DONATION PROGRAM

### FREQUENTLY ASKED QUESTIONS - STATE NOTIFICATION

**What do I do after my vehicle is picked up?** Depending on the registered/Title state of the vehicle, the donor's next step after the vehicle is picked up is to notify the state about the recent vehicle donation. If state notification is required, it is up to the donor or owner of the donated vehicle to complete this process. ASCEF's Vehicle Donor Service Representatives can provide donors with the steps necessary for each state. For questions about state notification, please have call 1-800-745-6121, accessible seven days a week during regular hours of operation, visit [careasy.org/vehicletransfer](http://careasy.org/vehicletransfer), or email [donorsupport@careasy.org](mailto:donorsupport@careasy.org). *If state notification is required, it is up to the donor or owner of the donated vehicle to complete this process. Please do not rely on the pick-up driver or vendor to report to the State/Motor Vehicle Department that you are no longer in possession of the vehicle.*

**For vehicles titled in California,** a Notice of Transfer of Liability Vehicle is required within five calendar days from the vehicle pick-up date. There are three ways in California to notify the DMV that you have donated your car: online, by mail or in person. You can find more information and forms for each notification method by visiting [careasy.org/vehicletransfer/california](http://careasy.org/vehicletransfer/california).

**What is State Notification?** State Notification is a way for the State to create a record that the owner is no longer in possession of a vehicle. It releases a donor from liability over the vehicle, including registration fees and from having to keep the vehicle insured.

**When do I cancel my insurance?** Only cancel your vehicle's insurance AFTER you have notified the state that you've donated your vehicle. If your state requires notification, please be aware that you should never cancel your insurance prior to reporting to the state you are no longer in possession of the vehicle. This is a general rule for States/Motor Vehicle Departments that require Notification be submitted or license plates returned.

So... you want to donate your car?

# THANK YOU!

We have staff available seven days a week to accept donations and answer donor ques-

YES

Do you have the Title (pink slip)  
for the vehicle?

NO

Please call us anyway. It could take a little longer but we have experts on staff who can assist with Title issues if necessary.



Call 1-800-745-6121:

Simply Call our Vehicle Donor Support Team, and we'll help you complete the donation form and confirm your pick-up information. We are available seven days a week to take your donation and answer questions.

Schedule Your Free Pick-up:

Once the donation form has been completed and submitted, we will arrange to have a licensed tow vendor pick up the vehicle. Unless your pick-up is scheduled on the initial call, you will receive a call from the vendor within two to three business days to confirm a convenient date/time for the pick-up.

Individual Donor (in CA)

Who has possession of the vehicle?

ASCEF Donation Center

Make sure you have your original Title and the appropriate Bill of Sale form (*Form 262\** for vehicles less than 10 years old that require odometer reading OR *Form 135\*\** for vehicles over 10 years old and do not require an odometer reading) filled out and ready to turn over. The vendor should also have Form 262 if needed.

Please provide our Vehicle Donor Support Team with contact info for the donation center to coordinate the pick-up. The donor should provide you with the original Title and complete the appropriate Bill of Sale form (*Form 262* for vehicles less than 10 years old that require odometer reading OR *Form 135* for vehicles over 10 years old and do not require an odometer reading) to the Donation Center to turn over.

Make sure the donor removes all personal belongings from the vehicle. Present the keys, Title and \*Bill of Sale to the tow truck driver.

Vehicle donations are tax-deductible. An initial donation receipt is provided at the time of the pick-up. Whether the vehicle sells for \$500 or less, more than \$500 or over \$5000, donors are provided with all necessary tax documents.



THANK YOU FOR SUPPORTING ASCEF!