

Self-Service Storage Facility Lien 35-33 (NDCC)

- A. Vehicle acquired through Self-Service Storage Facility Lien must follow the required steps to obtain a title. This process only applies to North Dakota storage facilities and North Dakota Titles.
1. Request for Vehicle Information.
 - A. Complete and submit [SFN 51269 Request for Vehicle Information](#) with the \$3 processing fee to determine/verify the current registered owner's name, address, and any lien holder information. B. Notice needs to be sent to existing tenant and original owner on vehicle. If title has a lienholder, you must obtain a lien release (SFN 2876) before you can proceed. C. Before conducting a sale, the owner shall:
 1. Send by verified (certified) mail or electronic mail a notice of default to prior lienholder and to the occupant at the occupant's last-known address. A notice under this section sent by verified mail is deemed delivered if it is deposited with the United States postal service or a private delivery service and properly addressed with postage prepaid. A notice under this section sent by electronic mail is deemed delivered if it is sent to the occupant's last-known electronic mail address. The notice must include:
 - i. A statement that the contents of the occupant's storage space are subject to the owner's lien and that the occupant is denied access to the property until the owner's claim is satisfied.
 - ii. The address of the self-service storage facility, the number of the space where the personal property is located, and the name of the occupant.
 - iii. A statement of the charges due, the date of default, and a demand for payment of the charges due within a specified time, not less than ten days after the date of notice.
 - iv. A statement in bold type providing that, unless the claim is paid within the time stated, the contents of the occupant's storage space will be sold; and
 - v. The name, address, and telephone number of the owner or a designated agent whom the occupant may contact to respond to the notice.
 2. At least seven days before the sale, advertise the time, place, and terms of the sale in a commercially reasonable manner. An advertisement satisfies the requirements of this subsection if at least three independent bidders attend the sale in person or online at the time and place advertised.
 3. The sale can now take place and the new buyer will need to submit the following documentation to the Motor Vehicle division:
 - A. A copy of SFN 51269 Request for Vehicle Information results received from Step 1 (A).
 - B. [SFN 60662 Indemnifying Affidavit](#) completed and signed by buyer releasing the State of North Dakota and its agencies from any and all liability. The Indemnifying Affidavit must be very specific with where they purchased the vehicle, auction information and location of auction or vehicle location when they took ownership.
 - C. A copy of Signed Rental Agreement with the Storage Facility.
 - D. Copy of the Storage Lien Notice sent out via certified letter or registered letter given to the tenant and original owner of the vehicle on record, the original certified or registered mail form or (to verify ship date) and the original return receipt (to verify receipt date/date returned as undeliverable). If letter is returned as undeliverable submit the entire letter/envelope.
 - E. [SFN 2888 Seller's Certificate and Vehicle Bill of Sale](#) (Notary required) (Self Storage facility or Auction Company to complete to new buyer).
 - F. Auction Sale Documentation, from the Storage Facility (Newspaper, website posting, etc.) needs to include proof that it was posted 7 days prior to auction sale.
 - G. [SFN 2876 Release of Lien by Legal Owner](#) if title has a lien holder is on record.

H. [SFN 2872 Application for Certificate of Title & Registration of a Vehicle](#) completed and signed.

I. Applicable fees.