



## Secretary of State Special Constructed Vehicle Fact Sheet

This space for use by  
Secretary of State.

Secretary of State  
Vehicle Services Department  
Special Constructed Vehicle  
501 S. Second St., Rm. 698  
Springfield, IL 62756  
217-558-2406  
www.cyberdriveillinois.com

**“Specially Constructed Vehicle”** is defined in the Illinois Vehicle Code as a vehicle of a type required to be registered that has been materially altered from its original construction by the removal, addition or substitution of essential parts; or was not originally constructed under a distinctive name by a generally recognized manufacturer of vehicles.

**“Essential Parts”** is defined as all integral and body parts of a vehicle, the removal, alteration or substitution of which would tend to conceal the identity of the vehicle or substantially alter its appearance, model, type or mode of operation.

## APPLICATION FOR TITLE REQUIREMENTS

### I. Statement of Construction

The applicant is required to submit a statement describing how the vehicle was constructed, detailing the origin, make, model, year and vehicle identification number (VIN) of the essential parts used such as the chassis or frame, cab or body, engine and transmission. If the chassis or frame was part of a kit, the statement must include that information.

### II. Proof of Ownership — Documents

#### A. Documentation for Chassis or Frame

1. Certificate of Title in the applicant’s name or Manufacturer’s Certificate of Origin for the specially constructed vehicle, or
2. Bonded Title Application

#### B. Documentation for Essential Parts

1. Signed and dated receipts describing the part in detail (complete with serial numbers for transmissions, engines and vehicle identification numbers for body/cab and frame/chases.), or
2. Copy of Certificate of Title or Manufacturer’s Certificate of Origin accompanied by affirmation.

If the frame is a part of a new kit assembly, and only other major component parts from the original vehicle are being used to construct the vehicle, a copy of the original vehicle’s Certificate of Title issued in the applicant’s name is required. A statement indicating that all component parts have originated from this single vehicle will be included in the Statement of Construction. Bills of sale, or an affirmation statement, may be substituted for the major component parts. The bill of sale/affirmation statement must contain all pertinent information, including the year, make and VIN of vehicles from which essential parts originated.

Bills of sale are required when a frame has been constructed from various materials or the major components/body parts are from various materials or vehicles. If the applicant already owned the materials used, an affirmation statement may be substituted in lieu of the bills of sale.

If required documentation for each essential part cannot be provided, see Surety Bond Requirements on the next page.

### III. Other Documentation

**A. Tax Documents** — Tax may be due on various components of the specialty constructed vehicle. Contact the Illinois Department of Revenue at 800-732-8866 for information about tax compliance.

**B. Application for Vehicle Transaction(s)** — The application must be submitted along with the appropriate fees for title, registration, transfer, etc. All checks or money orders must be made payable to Secretary of State. The applicant’s daytime phone number and driver’s license number must be on the application. Failure to complete the application in full may result in the delay of the specially constructed vehicle inspection and titling process.

### III. Other Documentation (continued)

- C. Photographs — Submit photographs of the front, rear and both side views of the completed vehicle. Specially constructed vehicles must be painted prior to inspection, and all electrical equipment must be functional and in compliance with the Illinois Vehicle Code.

### IV. Inspection/Investigation

Upon approval of documentation provided, the Secretary of State Police will inspect the vehicle to determine whether all safety items have been installed and are operating properly, and whether the vehicle contains any stolen parts. The Secretary of State Police will contact the applicant regarding the time and location of the physical inspection.

Inquiries should be directed to:

**Illinois Secretary of State Police  
Specially Constructed Vehicle Program  
110 E. Adams Street  
Springfield, IL 62701  
217-782-7126**

### V. Registration

It is the policy of the Secretary of State to process your vehicle through its Specially Constructed Vehicle program in an expedient manner. After your vehicle has passed inspection, the applicable paperwork will be forwarded to the Title Division for processing and issuance of a Certificate of Title and registration. Please allow four to six weeks for processing and issuance of a vehicle title.

## SURETY BOND REQUIREMENTS

If the applicant cannot provide the required ownership documents for the aforementioned components of the specially constructed vehicle, the vehicle may require bonding. This includes situations in which an applicant has constructed the vehicle from various materials and none of the ownership documents can be provided, nor can any specific model be identified. The vehicle must be roadworthy and in compliance with the Illinois Vehicle Code before an inspection can be scheduled or a Certificate of Title issued.

### Items Required for Surety Bond

1. Evidence of the applicant's right to acquire title, such as a bill of sale, receipt or canceled check. If evidence of the applicant's ownership is not available, a notarized statement explaining how the applicant came into possession of the vehicle is required. **A surety bond will not be accepted on a vehicle that has been abandoned.**
2. Appraisal of the current wholesale value of the vehicle from a licensed new or used vehicle dealer. The appraisal must contain the year, make and VIN; the current wholesale value; a statement affirming the vehicle is intact and that all major component parts are present; a statement affirming the appraisal value is accurate to the best of the appraiser's knowledge and that the affirmation is made under penalties of perjury; the signature and printed name of the appraiser; the appraising firm's name, address and dealer's license number; and the date of appraisal.
3. A surety bond in the amount of one and one-half times the appraised value.

All "Bonded Title" inquiries should be referred to:

**Illinois Secretary of State  
Title Division (Bonded Title)  
501 S. Second Street  
Springfield, IL 62756  
217-782-9796**