

**Dealer (New/Used) Checklist:**

Thank you for choosing In & Out Tags and Title Services. We want to welcome your business and we will need following documents so that we can better serve your dealership.

\_\_\_\_\_ Copy of current dealership license with Arizona Department of Transportation – Motor Vehicle Division.

\_\_\_\_\_ Letter of Authorization

\_\_\_\_\_ Master Power of Attorney

Once our office receives the above documents, we can service your titles and registrations. Please make sure that all documents are completed, so we can expedite your request.

If you have any questions, please contact us at 480-964-0505. Our email address is [innoutags@gmail.com](mailto:innoutags@gmail.com).

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**In & Out Tags and Title Services**  
3150 S Gilbert Rd #5  
Chandler, AZ 85286  
480-964-2005

# LETTER OF AUTHORIZATION

Company Name: \_\_\_\_\_

Address: \_\_\_\_\_  
\_\_\_\_\_

Telephone: \_\_\_\_\_

Dealer Number: \_\_\_\_\_  
\_\_\_\_\_

We appoint the Attorney- In-Facts below, to sign all papers and documents required to secure the title, undersigned any Certificate of Ownership issued by the Arizona Department of Transportation, Motor Vehicle Division or State of Arizona, and further grant the authority to endorse and transfer any title and registration of said motor vehicles, granting and giving unto said Attorney-In-Facts full authority and power to do and perform any and all acts necessary or incident to the execution of the powers herein expressly granted with power to do and perform all acts authorized hereby, as fully to all interests as the grantor might, or could do if personally present, with full power of substitution.

Attorney-In-Fact(s):

NAME:	DRIVER'S LICENSE #:		DATE OF BIRTH:
	State:		

IN TESTIMONY WHEREOF, the undersigned has hereunto set his/her hand on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Signature: \_\_\_\_\_

Subscribed and sworn to me this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Notary Signature:		
County:	State:	Commission Expires:

**MASTER POWER OF ATTORNEY**

**KNOW ALL ME BY THESE PRESENTS**, that the undersigned

\_\_\_\_\_ doing business as \_\_\_\_\_,

located at \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_, Zip \_\_\_\_\_, the

buyer, seller, or owner of said vehicle here by make, constitutes, and appoints HYUN C KIM INSURANCE AGENCY, INC, d/b/a IN & OUT TAGS AND TITLE SERVICES or its agents, HYUN CHRISTOPHER KIM or LAURA LABASTIDA, of MARICOPA County, State of Arizona, true and lawful attorney in fact to sign in the name, place, and stead of the undersigned any Certificate of Ownership issued by the Arizona Department of Transportation, Motor Vehicle Division or State of Arizona, in whatever manner necessary to transfer any title and registration of said motor vehicles, granting and giving unto said attorney in fact full authority and power to do and perform any and all acts necessary or incident to the execution of the powers herein expressly granted with power to do and perform all acts authorized hereby, as fully to all interests as the grantor might, or could do if personally present, with full power of substitution.

**IN TESTIMONY WHEREOF**, the undersigned has hereunto set his hand on this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

Signature \_\_\_\_\_

Subscribed and sworn to before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
Notary Public or MVD Agent