



City of Moose Lake

412 4th Street, P. O. Box 870

Moose Lake, MN 55767

Phone: (218) 485-8752 Fax: (218) 485-4522

April 13, 2020

The Moose Lake Motor Vehicle Office will be offering certain services, listed below, via a dropbox located at the Moose Lake Public Library, 313 Elm Ave, starting immediately. The documents will be picked up once per day and **mailed** back to customers.

In order to be processed in a timely manner, documents must contain the following information:

- Phone number
- Updated mailing address
- Payment (Check or money order, NO CASH)

If you have questions on what documents to submit, please call the Moose Lake Motor Vehicle Office at **(218) 485-8752** between the hours of **8:00 a.m. – 12:00 p.m., Monday through Friday**, or on the State of Minnesota's website **dvs.dps.mn.gov**.

At this time, drivers license services are not available.

We **can** currently process the following transactions:

1. Dealer work
2. New to fleet (call ahead for additional information)
3. Duplicate titles (call ahead for additional information)
4. Vehicle renewals – must include:
 - a. Renewal notice
 - b. Full insurance information
 - c. Phone number
 - d. Payment
5. Title Transfers – must include:
 - a. Insurance information
 - b. Copy of Drivers License
 - c. All signatures
 - d. Purchase price
 - e. Phone Number
6. DNR Renewals **if you have the renewal notice.**

Please be sure to include all information or we cannot process your request and it will be returned by mail.