



# TEXAS MOTOR VEHICLE TRANSFER NOTIFICATION

ALL INFORMATION MUST BE COMPLETE

Under state law, when you submit this completed form to the department, the buyer named is presumed to be the owner and may be subject to criminal and civil liability for the vehicle. For this reason, complete information, particularly the name and address of the buyer, is important.

- Legibly print or type all information
- Keep a copy of this form for your records
- Processing takes approximately two weeks from date of receipt by the department

## SELLER INFORMATION

NAME OF SELLER(S)/TRANSFEROR(S)

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Initial \_\_\_\_\_

CURRENT ADDRESS

CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

## VEHICLE INFORMATION *(The department does not maintain files by owner name.)*

TITLE/DOCUMENT NUMBER												VEHICLE MAKE				PLATE NUMBER			
VEHICLE IDENTIFICATION NUMBER (V.I.N.)												YEAR MODEL				BODY STYLE			

## BUYER / TRANSFEREE INFORMATION

If any of the requested information is unavailable or unknown, write "unknown" in the applicable spaces.

NAME OF BUYER/TRANSFEREE \_\_\_\_\_ DATE VEHICLE DELIVERED TO BUYER/TRANSFEREE \_\_\_\_\_

Last Name \_\_\_\_\_ First Name \_\_\_\_\_ Initial \_\_\_\_\_

CURRENT ADDRESS \_\_\_\_\_ CITY \_\_\_\_\_ STATE \_\_\_\_\_ ZIP \_\_\_\_\_

I/we hereby request that the department mark its motor vehicle records to indicate that I/we have transferred the vehicle described above under the provisions of the Transportation Code, §520.023, which addresses secondhand vehicle transfers. I/we understand that the motor vehicle record will remain in my/our name(s) until a new Texas Certificate of Title is applied for and issued, recording the name of the new owner.

SIGNATURE OF SELLER(S) / TRANSFEROR(S) \_\_\_\_\_ DATE SIGNED (mm/dd/yyyy) \_\_\_\_\_

### MAIL TO:

TEXAS DEPARTMENT OF TRANSPORTATION - VEHICLE TITLES AND REGISTRATION DIVISION  
AUSTIN TX 78779-0001

**WARNING:** Transportation Code, §501.155, provides that falsifying information on any required statement or application is a third-degree felony offense punishable by not more than ten (10) years in prison or not more than one (1) year in a community correctional facility. In addition to imprisonment, a fine of up to \$10,000 may also be imposed.

### NOTICE

With a few exceptions, you are entitled to be informed about the information TxDOT collects about you. Texas Government Code, §§552.021, 552.023 and 559.004 further entitles you to receive and review the information on request, and to request the department correct any information about you that is deemed incorrect. Please contact the TxDOT Vehicle Titles and Registration Division at (512) 465-7611 for further details.

Owner & Vehicle info

Owner