



**APPLICATION FOR A CERTIFIED COPY OF
A TEXAS NONREPAIRABLE OR SALVAGE VEHICLE TITLE**
PLEASE READ ALL INSTRUCTIONS CAREFULLY BEFORE COMPLETING THIS APPLICATION.

VTR-34-S
(Rev. 9/2003)
DHT # 152924

ALL REQUESTED INFORMATION MUST BE COMPLETE.

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

CHECK APPLICABLE BOX

CERTIFIED COPY OF NONREPAIRABLE OR SALVAGE VEHICLE TITLE (NO LIENS RECORDED) (*See below)
If no liens were recorded, owner(s) must sign application.

CERTIFIED COPY OF NONREPAIRABLE OR SALVAGE VEHICLE TITLE (WITH LIEN) (*See below)
A lien recorded on the Nonrepairable or Salvage Vehicle Title remains on the department records, even if the lien has been paid, unless an application for corrected certificate of title to remove the lien is filed and a new certificate of title is issued. If an application for corrected title has not been filed, the lienholder must sign the front of this application as their name is still shown on the department records.

* Due to changes in law, effective September 1, 2003, the certified copy issued may not be the same type document as the original issued prior to September 1, 2003.

<u>If replacing a:</u>	<u>You will be issued a:</u>
Texas Salvage Certificate	Original Salvage Vehicle Title
Texas Salvage Certificate of Title	Certified Copy Salvage Vehicle Title
Texas Nonrepairable Certificate of Title.....	Original Salvage Vehicle Title

ADDITIONAL DOCUMENTS (SUCH AS RELEASE OF LIEN, POWER OF ATTORNEY, ETC.) SUBMITTED WITH THIS APPLICATION MUST BE ORIGINAL DOCUMENTS. EXCEPTIONS TO THIS REQUIREMENT ARE CERTIFIED COPIES OF COURT DOCUMENTS AND PHOTOCOPY OF THE SECURE POWER OF ATTORNEY (FORM VTR-271-A).

MAILING ADDRESS AND FEE:

MAIL TO: TEXAS DEPARTMENT OF TRANSPORTATION, P.O. BOX 12098, AUSTIN TX 78711-2098

FEE: \$2.00

NOTE: If the department is unable to issue a certified copy of this title, the fee submitted is a non-refundable examination fee.

I, THE UNDERSIGNED, HEREBY CERTIFY THAT I AM THE RECORDED OWNER, OR LIENHOLDER, OF THE ABOVE DESCRIBED VEHICLE AND THAT THE NONREPAIRABLE OR SALVAGE VEHICLE TITLE COVERING SAID VEHICLE HAS BEEN LOST OR DESTROYED, TO THE BEST OF MY KNOWLEDGE. (In case of joint ownership, all owners' signatures are required.)

ORIGINAL SIGNATURE(S) ARE REQUIRED.

_____	_____
Printed Name of Owner(s)/Lienholder(s)/Agent	Signature of Owner(s)/Lienholder(s)/Agent
_____	_____
Printed Name of Owner(s)/Lienholder(s)/Agent	Signature of Owner(s)/Lienholder(s)/Agent

WARNING: TRANSPORTATION CODE, §501.155, PROVIDES THAT FALSIFYING INFORMATION ON ANY REQUIRED STATEMENT OR APPLICATION IS A THIRD-DEGREE FELONY.

APPLICANT HEREBY DIRECTS THE TEXAS DEPARTMENT OF TRANSPORTATION TO MAIL THE NONREPAIRABLE OR SALVAGE VEHICLE TITLE HEREIN APPLIED FOR TO THE NAME AND ADDRESS SHOWN BELOW.

PRINT OR TYPE ONLY

Name _____
Street _____
Address _____
City _____ State _____ Zip _____

NOTE:
← Please indicate a current mailing address.

_____ YOUR APPLICATION IS BEING RETURNED. SEE REVERSE SIDE FOR FURTHER INFORMATION.

INSTRUCTIONS/ADDITIONAL INFORMATION

THE APPLICANT (INDIVIDUAL OR BUSINESS) WHO SIGNS THE FORM VTR-34-S MUST BE EITHER THE OWNER OF RECORD, LIENHOLDER OR VERIFIED AGENT OF THE OWNER OR LIENHOLDER.

All Applicants must provide to the department:

- A properly completed Form VTR-34-S.
- The appropriate fee - \$2.00.
(The fee should be in the form of a check, cashier's check, or money order made payable to the Texas Department of Transportation.) **Please do not mail cash.**
- Photo ID (Government-issued photo ID, such as Texas or other state driver's license, government identification card, U.S. passport, or military identification) of the person signing the Form VTR-34-S.
- If mailing by **overnight or express mail**, through a mail service which requires a physical address, mail to: Texas Department of Transportation, Vehicle Titles and Registration Division, 4000 Jackson Ave., Austin, TX 78731.

Verifiable Agent of Owner or Lienholder must provide to the department, in addition to the requirements above:

- A verified agent of the owner or lienholder must also provide a letter of signature authority on original letterhead, a business card, or copy of the agent's employee ID.

If the Form VTR-34-S is signed with a Power of Attorney (POA), the transaction must have, in addition to the requirements above:

- Photo ID of recorded owner/lienholder signing the POA.
- Photo ID of individual signing the Form VTR-34-S.

NOTE: Businesses given POA will also be required to provide a letter of signature authority on original letterhead, business card, or a copy of employee ID.

(DEPARTMENT USE ONLY)

THIS APPLICATION IS BEING RETURNED FOR THE REASONS CHECKED BELOW:

- ① PROPER FEE OF \$2.00.
- ① DESCRIPTION OF VEHICLE IN ERROR OR INCOMPLETE.
- ① **LIENHOLDER MUST SIGN FRONT OF APPLICATION.** OUR RECORDS SHOW THE LIENHOLDER TO BE _____

- ① LIENHOLDER INFORMATION MAY NOT BE RELEASED WITHOUT A PROPERLY COMPLETED FORM VTR-275.
NOTE: A LIEN RECORDED ON THE INITIAL SALVAGE CERTIFICATE OF TITLE REMAINS ON THE DEPARTMENT RECORDS, EVEN IF THE LIEN HAS BEEN PAID, UNTIL NEW TITLE IS ISSUED.
- ① **OWNER(S) MUST SIGN FRONT OF APPLICATION.** OUR RECORDS SHOW THE OWNER(S) TO BE _____

- ① OWNER INFORMATION MAY NOT BE RELEASED WITHOUT A PROPERLY COMPLETED FORM VTR-275.
- ① PRINTED NAME OF OWNER(S) / LIENHOLDER ON FRONT OF APPLICATION.
- ① SIGNATURE OF OWNER(S) / AGENT ON FRONT OF APPLICATION.
- ① MUST PROVIDE VALID PERSONAL IDENTIFICATION, INCLUDING A GOVERNMENT-ISSUED PHOTO ID.
- ① MUST PROVIDE VERIFIABLE PROOF OF YOUR STATUS AS AGENT FOR THE OWNER OR LIENHOLDER. (LETTER OF SIGNATURE AUTHORITY ON ORIGINAL LETTERHEAD, A BUSINESS CARD, OR A COPY OF THE AGENT'S EMPLOYEE ID.)
- ① THE LATEST CERTIFIED COPY NONREPAIRABLE OR SALVAGE VEHICLE TITLE CERTIFICATE OF TITLE WAS ISSUED ON _____ . (PLEASE ALLOW TWO WEEKS FOR DELIVERY.)
- ① WE FIND NO RECORD OF TITLE IN OUR FILES BY THE VEHICLE DESCRIPTION SHOWN. PLEASE MAKE SURE THIS INFORMATION IS CORRECT. IF AN ERROR WAS MADE, PLEASE CORRECT AND RESUBMIT.
- ① OUR RECORDS SHOW THIS VEHICLE HAS BEEN JUNKED. PLEASE CONTACT THE VEHICLE TITLES AND REGISTRATION DIVISION REGIONAL OFFICE NEAREST YOU.
- ① TITLE APPLICATION BY _____ RETURNED TO _____

- ① TEXAS TITLE SURRENDERED TO _____ DATE: _____
ONLY THAT STATE CAN ISSUE A NEGOTIABLE TITLE.
- ① OTHER _____

