



**MVC**

OKLAHOMA TAX COMMISSION/MOTOR VEHICLE DIVISION  
**UNOBTAINABLE OWNERSHIP DOCUMENTATION AFFIDAVIT**

**FEE \$11.00**

**INSURANCE COMPANY AFFIDAVIT FOR ISSUANCE OF A SALVAGE CERTIFICATE OF TITLE  
PURSUANT TO 47 OKLAHOMA STATUTES (OS) SECTION 1105(P)**

*(Refer to Page 2 for Important Information Relating to this Affidavit.)*

This unobtainable ownership documentation affidavit is presented on behalf of:

Name of Insurance Company: \_\_\_\_\_

Address of Insurance Company: \_\_\_\_\_

City

State

Zip

Daytime Phone: \_\_\_\_\_ Email Address: \_\_\_\_\_

for issuance of a Salvage Certificate of Title on the following vehicle:

Year: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_

Vehicle Identification Number (VIN): \_\_\_\_\_

Oklahoma Title Number: \_\_\_\_\_

Insured Owner's Name: \_\_\_\_\_

This affidavit is being submitted pursuant to the provisions of 47 OS Sec. 1105(P), following a total loss settlement with the insured:

- Date of Total Loss Settlement Acceptance: \_\_\_\_\_ *(30 days must elapse since date of settlement acceptance by the insured, before this affidavit may be submitted.)*

At least two (2) written attempts to secure proper titling documentation from the insured owner have been made, as noted below. Those attempts have been unsuccessful.

- Date of 1<sup>st</sup> Written Attempt: \_\_\_\_\_ Date of 2<sup>nd</sup> Written Attempt: \_\_\_\_\_

*\*\* Photocopies of both written attempts must be attached, along with any ownership documentation or information provided by the insured owner. \*\**

My signature below affirms the above information is accurate to the best of my knowledge and belief and that I am authorized by the insurance company listed above to submit this affidavit on their behalf. This affidavit is signed under penalty of perjury.

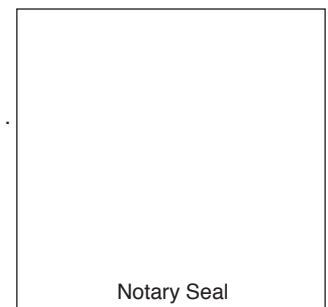
Signature of Authorized Insurance Company Representative: \_\_\_\_\_

State of Oklahoma, county of \_\_\_\_\_

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

My commission expires: \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_, Notary Public



Submit or mail this completed affidavit, including all required additional documentation, and your remittance, made payable to the Oklahoma Tax Commission, to any Oklahoma tag agency. A listing of agency locations is available in the Motor Vehicle Section of the Oklahoma Tax Commission website at [www.tax.ok.gov](http://www.tax.ok.gov). If you choose to mail your affidavit and payment to the Oklahoma Tax Commission, please send to the address on the reverse of this form.

OKLAHOMA TAX COMMISSION/MOTOR VEHICLE DIVISION  
**UNOBTAINABLE OWNERSHIP DOCUMENTATION AFFIDAVIT**

**Purpose and Use of Form**

This affidavit is to be utilized by an insurance company, or their authorized representative, in applying for an Oklahoma Salvage certificate of title to a vehicle following a total loss settlement and unsuccessful attempts to secure proper ownership documentation from the insured owner, pursuant to the provisions of 47 OS Sec. 1105(P), which state:

*P. When an insurance company makes a total loss settlement on a total loss vehicle and the insurance company or a salvage pool authorized by the insurance company is unable to obtain the properly endorsed certificate of ownership or other evidence of ownership acceptable to the Oklahoma Tax Commission within thirty (30) days following acceptance by the owner of an offer of an amount in settlement of a total loss, that insurance company or salvage pool, on a form provided by the Oklahoma Tax Commission and signed under penalty of perjury, may request the Oklahoma Tax Commission to issue the applicable salvage title for the vehicle. The request shall include information declaring that the requester has made at least two written attempts to obtain the certificate of ownership or other acceptable evidence of title.*

**Insurance Company Damage Notification**

Insurance companies paying a claim for a loss where the cost of repairing the vehicle for safe operation on the highway exceeds sixty percent (60%) of the market value of the vehicle, or paying a claim for a flood-damaged vehicle as defined in 47 OS Sec. 1105, must notify, in writing, both the record owner and the Oklahoma Tax Commission. 47 OS Sec. 1111(L) states, in pertinent part:

*L. Any insurance company that pays a claim for a loss where the cost of repairing the vehicle for safe operation on the highway exceeds sixty percent (60%) of the market value of the vehicle or pays a claim for a flood-damaged vehicle as defined in Section 1105 of this title shall notify, in writing, the holder of the certificate of title of the requirements of this section and shall notify the Tax Commission of the payment of such claim. The notice shall include the estimated total damage percentage determination of the actual cash value made by the insurance company to repair the vehicle for safe operation on the highway. The insurance company shall also send a copy of the notification to the holder of the title.*

This damage percentage is used by the Commission in determining the proper title type (i.e. Salvage or Junk) to be issued. Flood Damage, when noted, will be reflected as a brand on the Oklahoma Certificate of Title.

- A **Salvage** title is required when the damage percentage is from 60% to 79%.
- A **Junk** title is required when the damage percentage is 80% or greater.
- A **Flood Damaged** brand is to be added, when applicable.

47 OS Sec. 1105 defines a **Flood-Damaged** Vehicle as a salvage or rebuilt vehicle which was damaged by flooding, or a vehicle which was submerged at a level to or above the dashboard of the vehicle and on which an amount of loss was paid by the insurer.

**Please note, as outlined in the statutory language excerpted above, only damage impacting the roadworthiness of the vehicle need be considered in this notification to the Commission. Cosmetic damage (i.e. hail) unrelated to roadworthiness should not be included in this damage computation. Flood damage criteria is outlined immediately above.**

**Contact Information**

Questions regarding the use of this affidavit, or any issue relating to insurance loss damage declarations, may be directed to the Motor Vehicle Division of the Oklahoma Tax Commission at (in state toll free) 1-800-522-8165, extension 13221, or (direct) (405) 521-3221.

Mailing address: Oklahoma Tax Commission  
Motor Vehicle Division Title Section  
2501 Lincoln Boulevard  
Oklahoma City, OK. 73194

Copies of this affidavit may be downloaded from the Motor Vehicle Forms section of the OTC website at [www.tax.ok.gov](http://www.tax.ok.gov).