

APPLICATION FOR  
DUPLICATE TITLE OR TO  
RECORD, RENEW, REMOVE A  
LIEN, OR TO CORRECT LIEN  
INFORMATION BY LIENHOLDER

▲ For Department Use Only ▲

**See Completion Instructions and Fee Information on Reverse**

1. ☐ Duplicate Title by Lienholder. Complete Sections A, B and E.
2. ☐ Record a Lien. Complete Sections A, B (if original title is not attached), D and E. In addition, when an existing lien is not satisfied on the attached certificate of title and a lien is being added, the lienholder information listed below in Section A will be added to the title as a second lienholder. The new title will be mailed to the first lienholder.
3. ☐ Renew a Lien. Complete Sections A, B (if original is not attached) and E.
4. ☐ Satisfy a Lien. Complete Sections A, B (if original title is not attached) and E.
5. ☐ Lienholder's Change/Correction of Name. Complete Sections A, B (if original title is not attached), C, and E.
6. ☐ Lienholder's Change of Address Only. Replacement Title to Be Issued, Complete Sections A, B (if original title is not attached), and E.
7. ☐ Lienholder's Change of Address only. No Replacement Title to Be Issued, Complete Sections A and E.

<b>A VEHICLE AND LIENHOLDER INFORMATION</b>						
Title Number		Vehicle Identification Number		Owner Name (as shown on original title)		
Lienholder's Name			Financial Institution Number	If you are a lienholder participating in the Electronic Lien and Titling (ELT) Program, check here. <input type="checkbox"/>		
Complete if recording a lien or if address differs from lienholder address listed on original title		Street Address				
		City	State	Zip Code		
<b>Check Appropriate Block:</b>		<input type="checkbox"/> 1st Lienholder		<input type="checkbox"/> Record		
		<input type="checkbox"/> 2nd Lienholder		<input type="checkbox"/> Delete - Lien Satisfied _____ Date		
		<input type="checkbox"/> 3rd Lienholder		<input type="checkbox"/> Renew		
<b>B REASON FOR DUPLICATE TITLE</b>						
Appropriate Block Must Be Checked		<input type="checkbox"/> Lost/Destroyed	<input type="checkbox"/> Stolen	<input type="checkbox"/> Defaced (Defaced title must be attached)	<input type="checkbox"/> Never Received (Provide the correct mailing address above)	
<b>C LIENHOLDER CHANGE OF NAME</b>						
Lienholder's Change of Name	New or Correct Name					
Reason for Change of Lienholder's Name						
<b>D VEHICLE OWNER SIGNATURE - Required only when a new lien is being recorded.</b>						
Signature of Vehicle Owner			Signature of Vehicle Co-Owner (if applicable)		Date	
<b>E LIENHOLDER NOTARIZATION</b>						
SUBSCRIBED AND SWORN TO BEFORE ME: MONTH DAY YEAR			I state that I have read and signed this application after its completion, and I swear or affirm that the statements made herein are true and correct, and that any statement made on or pursuant to this application is subject to the penalties of 18 PA C.S. Section(a)(2) (relating to false swearing), which shall include punishment of a fine not exceeding \$5,000, or to a term of imprisonment of not more than two years, or both.			
SIGNATURE OF PERSON ADMINISTERING OATH						
<b>S E A L</b>	<b>SIGN IN PRESENCE OF NOTARY</b>		Signature of Authorized Person		Telephone Number ( )	
			Title of Authorized Person			
			<b>Messenger No.</b>			

**THIS APPLICATION MAY BE PHOTOCOPIED**

## **INSTRUCTIONS and FEE INFORMATION**

TO ASSURE PROPER PROCESSING ALWAYS CHECK THE APPROPRIATE BLOCKS IN THE TOP MARGIN ON THE FRONT OF THIS APPLICATION TO INDICATE THE NATURE OF YOUR REQUEST.

- If Blocks 2, 3 and/or 4 are checked on the front of this application to insure that the lienholder's interest is properly documented with the Department, check the appropriate blocks in Section A.
- Do not send cash. Make check or money order payable to the Commonwealth of Pennsylvania.
- Mail to PA Department of Transportation, Bureau of Motor Vehicles, Harrisburg, PA 17104-2516.

**NOTE:** If the lienholder is participating in the Electronic Lien and Titling Program (ELT), there will be no title attached.

### **IF BLOCK #1 IS CHECKED: FEE \$22.50 - NOTARIZATION IS REQUIRED.**

- If title was never received, no fee is required if this application is filed within 90 days of original issuance. For verification purposes, list current mailing address in Section A.
- Vehicle owner's signature is not required.

### **IF BLOCK #2 IS CHECKED: FEE \$27.50 - NOTARIZATION IS REQUIRED.**

- Current title must be attached, if title is not attached, complete Section B.
- New title will be issued
- If recording a new lien, the lienholder's signature must be notarized in Section E. In addition, the signature of the vehicle owner is required in Section D. The vehicle owner's signature does not require notarization.
- A lien recorded on a certificate of title is valid for a period of 30 years in the case of a mobile home and emergency vehicles, 8 years in the case of truck tractors or trailers weighing in excess of 10,000 pounds or 6 years in the case of all other vehicles.

### **IF BLOCK #3 IS CHECKED: FEE \$5.00 (IF NO NEW TITLE IS REQUESTED) - NOTARIZATION IS REQUIRED.**

#### **FEE \$27.50 (IF NEW TITLE IS REQUESTED) - NOTARIZATION IS REQUIRED.**

- If renewing a lien, the lienholder's signature is required to be notarized in Section E. **NOTE:** A lienholder may renew a lien for as many 3 year periods as may be necessary, by filing this application within the 6 months immediately preceding its expiration. A lienholder may not apply for renewal of a lien before this time frame.

### **IF BLOCK #4 IS CHECKED: FEE \$22.50 - NOTARIZATION IS REQUIRED.**

- Current title must be attached, if title is not attached, complete Section B.
- New title will be issued.
- The date the lien was satisfied must be listed in the space provided in Section A.
- The lienholder's signature is required to be notarized in Section E.

### **IF BLOCK #5 IS CHECKED: FEE \$22.50 - NOTARIZATION IS REQUIRED.**

- Current title must be attached, if title is not attached, complete Section B.
- New title will be issued.
- Attach photocopy of Articles of Amendment documenting merger, absorption, consolidation or other action causing change of lienholder's name. The existing lien should not be released on the face of the attached title. **NOTE:** Form MV-950, "Notification of Assignment of Secured Interest in a Vehicle", must be used when a lienholder assigns or transfers their right, title and interest for a vehicle in the security agreement to another financial institution.

### **IF BLOCK #6 IS CHECKED: - FEE \$22.50 - NOTARIZATION IS REQUIRED.**

- Current title must be attached, if title is not attached, complete Section B.
- New title to be issued.

### **IF BLOCK #7 IS CHECKED: NOTARIZATION NOT REQUIRED.**

- Lienholder's signature is required in Section E, but the notarization requirement is not needed.
- No fee required.