



Authorization Letter

Please complete this printable form online or write legibly in blue or black ink **ONLY**, within the lines provided. This form will not be accepted and will be returned if it is illegible, altered or incomplete.

I, We, _____ do hereby authorize the following Title Service
 (Enter as listed on DBA): _____ Phone: (____) _____
 to complete the transaction(s) indicated below.

Please initial or check one or more:

- Purchase Registration** (Please Circle)
 - Vehicle driven with Expired Registration – Yes or No
 - Ticket/Citation issued - Yes or No
- Title Transfer Transaction**
- Replacement Plate or Replacement Sticker**
- Duplicate Receipt**
- All of the above**
- Change address to:** _____
- Other:** _____

Customer, Dealer, or Company Appointing Motor Vehicle Title Service

| | | | |
|---|---------------------------|----------------------|------------------|
| Name: | Dealer #: (If any) | Phone: () | |
| Address: | City: | State: | Zip Code: |
| 9/21/2018. (Please note that expiration date is one year after the effective date.) | | | |

 Signature of Authorized Person and/or Registered Owner

 Date

 Printed Name same as Signature

 Phone Number

Copy of owner's valid Personal Identification (Follow TxDMV Identification Guidelines). If registered owner and/or seller of the vehicle is in a company and/or an automobile dealer name **please attach business card**, along with copy of valid Personal Identification (Follow TxDMV Identification Guidelines). **NOTE: Transportation Code 520.057 RECORDS...** Requires a copy of the customer's driver license be maintained in the title service records which differs from the TxDMV Identification Guidelines. A Power of Attorney may not be used to sign this form.

Disclosure: This form is used for the sole purpose to complete the above described transactions and may not be used in lieu of prescribed form VTR-271 (Power of Attorney to Transfer Motor Vehicle). Falsifying information on any required statement or government document is a criminal offense and is punishable by fine and/or imprisonment.