



ANN HARRIS BENNETT

Tax Assessor-Collector
www.hctax.net

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 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 one or more below:

Purchase Registration (please circle)

- Vehicle driven with expired Registration - Yes or No
- Ticket/Citation issued – Yes or No

Title Transfer

Duplicate Receipt

Replacement Plate and/or Sticker

Mechanic Lien

All the above

Other: _____

Customer, Dealer, Salvage Dealer or Company Appointing Motor Vehicle Title Service

Name:	Dealer/Salvage Dealer #:	Contact Phone Number:	
Address:	City:	State:	Zip:

Printed Name of Authorized Person and/or Registered Owner

Effective Date

Signature of Authorized Person and/or Registered Owner

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 a 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.