



pennsylvania
DEPARTMENT OF TRANSPORTATION
Bureau of Motor Vehicles
Harrisburg, PA 17104

**Application for
Duplicate
Certificate of Title
by Owner**

For Department Use Only

FEE: \$22.50

| | | | | | |
|-------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------|-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------|--------------------------------------------------------------------------------------|--|
| A APPLICANT AND VEHICLE INFORMATION | | | | | |
| Title Number | | Vehicle Identification Number (VIN) | | | |
| Owner's Last Name (or Full Business Name) | | First Name | Middle Name | PA DL/Photo ID # or Bus. ID # | |
| Date of Birth | | | | | |
| Co-Owner Last Name | | First Name | Middle Name | PA DL/Photo ID # | |
| Date of Birth | | | | | |
| <input type="checkbox"/> Check block if owner's address listed is different from address recorded on original title and the owner's vehicle record needs updated. | | Owner's New Street Address | | | |
| | | City | State | Zip Code | |
| B REASON FOR DUPLICATE TITLE | | | | | |
| Appropriate Block Must be Checked | | <input type="checkbox"/> Lost/Destroyed | <input type="checkbox"/> Defaced (Defaced title must be attached) | <input type="checkbox"/> Lien Satisfied on Attached Title and Requesting a New Title | |
| | | <input type="checkbox"/> Stolen | <input type="checkbox"/> Never Received (Provide your correct address above) | | |
| C VEHICLE OWNER'S NOTARIZATION | | | | | |
| SUBSCRIBED AND SWORN TO BEFORE ME: | | MONTH | DAY | YEAR | |
| SIGNATURE OF PERSON ADMINISTERING OATH | | I/We state that I/we have read and signed this application after its completion, and I/we 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 4903(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. | | | |
| S T A M P | DO NOT NOTARIZE UNLESS SIGNED BY APPLICANT IN PRESENCE OF NOTARY | | | | |
| | _____ Signature of Owner or Authorized Person | | | | |
| | _____ Signature of Co-Owner or Title of Authorized Signer | | | | |
| | | () _____ Telephone Number - (Will only be used if there is a problem with your application) | | | |
| D SATISFACTION OF LIEN AND LIENHOLDER NOTARIZATION | | | | | |
| Complete only if PA Certificate of Title with Lien Satisfied or Lien Release Letter is not attached. | | | | | |
| Date of Satisfaction | | Name of Lienholder (as listed on the title) | | ELT Participant? <input type="checkbox"/> YES <input type="checkbox"/> NO | |
| | | Financial Institution Number | | | |
| SUBSCRIBED AND SWORN TO BEFORE ME: | | MONTH | DAY | YEAR | |
| SIGNATURE OF PERSON ADMINISTERING OATH | | 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 4903(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. | | | |
| S T A M P | DO NOT NOTARIZE UNLESS SIGNED BY LIENHOLDER IN PRESENCE OF NOTARY | | | | |
| | _____ Signature of Lienholder | | | | |
| | _____ Title of Authorized Signer | | | | |
| | | () _____ Telephone Number | | | |

Messenger No.

GENERAL INSTRUCTIONS

1. When this application is processed, the previous title will become void. NOTE: Individuals should list their PA Driver's License (PA DL) or Photo ID # in the space provided. Businesses should list their Business ID # (Bus. ID) where indicated (i.e. E.I.N.).
2. If your vehicle was financed when purchased, a lien was recorded against the vehicle. Therefore, your title was originally sent to that lienholder. You are not entitled to possession of the certificate of title until such time as the lien is satisfied. If the lienholder is not in possession of your certificate of title and the lien has been satisfied but not released on PennDOT records, you must have the lienholder complete the information in Section D on the front of this application.
3. If an active lien (recorded less than 6 years prior to the current date or 8 years prior to the current date for a truck tractor or trailer weighing in excess of 10,000 pounds, or 30 years in the case of a mobile home or emergency vehicle) exists on the vehicle record, the owner must contact the lienholder for completion of the satisfaction of lien and lienholder notarization information in Section D. The lienholder's signature must be notarized. NOTE: Section D does not need to be completed if the applicant attaches a lien release letter from the lienholder or the original Pennsylvania Certificate of Title showing the lien has been satisfied.
4. If the title was never received due to loss in the mail, no fee is required if this application is filed within 90 days from date of original issue. NOTE: Address listed in Section A may only reflect the vehicle owner's bona fide street address.
5. The vehicle owner(s) or authorized person's signature(s) must be notarized.
6. **Fee: \$22.50.** Do not send cash. Make check or money order payable to the Commonwealth of Pennsylvania.
7. Mail to: PA Department of Transportation
Bureau of Motor Vehicles
1101 South Front Street
Harrisburg, PA 17104

NOTE: If the vehicle owner is applying for a duplicate title for the purpose of titling the vehicle in another state and is using an out-of-state address, the following documentation must be attached to the request:

- ❖ A copy of the applicant's out-of-state driver's license; and,
- ❖ A copy of a utility bill, bank statement, credit card bill/statement or tax records with the applicant's name and out-of-state address.

PennDOT will issue the duplicate certificate of title and forward the certificate of title to the out-of-state address.