



# APPLICATION FOR DUPLICATE CERTIFICATE OF TITLE BY OWNER

FEE: \$55

**For Department Use Only**  
 Bureau of Motor Vehicles • P.O. Box 68593 • Harrisburg, PA 17106-8593

**A APPLICANT AND VEHICLE INFORMATION**

Title Number		Vehicle Identification Number		
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	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.
SIGNATURE OF PERSON ADMINISTERING OATH	
<b>DO NOT NOTARIZE UNLESS SIGNED BY APPLICANT IN PRESENCE OF NOTARY</b>	

  

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		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.	
SIGNATURE OF PERSON ADMINISTERING OATH			
<b>DO NOT NOTARIZE UNLESS SIGNED BY LIENHOLDER IN PRESENCE OF NOTARY</b>			

  

Signature of Lienholder
Title of Authorized Signer
( ) Telephone Number

## 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, recreational cargo trailer or trailer weighing in excess of 10,000 pounds, or 20 years prior to the current date for a motor home or recreational trailer, or 30 years prior to the current date 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 being lost in the mail, no fee is required if this application is filed within 90 days from the date it was issued. **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: \$55. 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  
P.O. Box 68593  
Harrisburg, PA 17106-8593

**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.