MUST BE PRINTED ON LIENHOLDER LETTERHEAD

Date

From:

Lienholder Name

Mailing Address

City State Zip

Re: Proof of Lien Payoff for a Temporary Plate

Year Make Vehicle Identification Number

Please accept this letter of verification as proof of one of the following (check one):

CHECK ONE

☐ **Existing Lien** – The financial institution named above is in the process of satisfying the existing loan against the vehicle specified above. It will be several weeks before the title (with lien satisfaction) can be mailed to the owner of record.

☐ **New Lien** – The financial institution named above is in the process of satisfying the existing loan against the previous owner of the vehicle specified above. It will be several weeks before the previous lienholder can mail the title (with lien satisfaction) to our office so that it can be transferred to the new purchasers.

The customer specified below is requesting a 30-day temporary license to operate the vehicle in the interim.

Current Owner or Seller's Full Legal Name

Mailing Address

City State Zip

Purchaser's Full Legal Name (if applicable)

Mailing Address

City State Zip

Sincerely,

Authorized Lienholder Agent's Signature

Access this template and others online at taxcollector.com under Services >> Motor Vehicle >> Common Forms!

** This form must also be accompanied by the Notice of Sale (HSMV 82050).