



Louisiana Department of Public Safety  
Office of Motor Vehicles  
**Policy 71.01 Unreceived Title**

**Section:** 4. Motor Vehicle Registration Requirements

**Effective Date:** 10/16/1987

**Revised Date:** 06/06/2018

**Authority:**

Administrative

**General:**

- An individual makes application for a certificate of title but fails to receive it.

**Eligibility:**

- An application for a replacement title may be processed by the local Motor Vehicles office, public tag agent or Headquarters Services if application is made after thirty (30) days but before sixty (60) days from the date of the application.
- A duplicate title fee will be assessed after sixty (60) days.

**Requirements:**

- The following documentation must be submitted before a replacement title can be issued:
  - A completed vehicle application (DPSMV1799) must be signed and notarized. Notarization is not necessary if the registered owner appears in person.
  - A written request is received without a notarized application; it is to be returned with a rejection notice and application form.)
  - Both the owner and lienholder must sign the application if a lien is recorded.