

Chapter C

Application for Replacement Title, Form 735-515

Introduction

A replacement title may be applied for only when an Oregon title has been lost, destroyed, or mutilated. A replacement title cancels all previous titles for the vehicle.

Do not apply for a replacement title just as a convenience for your customer. A false statement on the application is a Class A Misdemeanor and could result in a fine of up to \$6,250 or up to one year in jail, or both.

Guidelines

- If the title is lost, destroyed or mutilated, a selling dealer **MUST** obtain a replacement title on behalf of the owners on DMV records before they may transfer a vehicle to another dealer.
- A replacement title with transfer of ownership is not allowed if the vehicle is subject to odometer disclosure. An exception is when the transaction is not subject (see section below).
- A replacement title must be obtained in the name of the owner on record with DMV. The owner of record completes the Form 735-515. When the owner of record receives the replacement title:
 - They must make the odometer disclosure on the title, **or**
 - The replacement title can be mailed to a dealer or other purchaser by completing the “one-time mailing address” box on the application. **Be sure to include “c/o” indicating “in-care-of”**, along with the dealer or purchaser name and address. The name and address information in the customer’s file is what will be printed on the title. The seller can provide a Secure Power of Attorney, Form 735-402, to the buyer. The named attorney must make the disclosure on the new title using the secure power of attorney.
- If the owner of record is no longer available to apply for a replacement title and the dealer did not obtain a Secure Power of Attorney, the dealer must submit a statement explaining what they have done to contact the owner of record and why the owner of record is no longer available. The dealer must make this statement on a Certification of Ownership Facts, Form 735-550. Completion of this certification does not guarantee that DMV can issue a title.
- If the original title is mutilated (torn, etc), what remains of it must be attached to the Form 735-515.

Vehicles and transactions not subject to odometer disclosure

A buyer may apply for a combined replacement title and transfer only:

- For vehicles not subject to odometer requirements, or
- For transactions not subject to odometer disclosure requirements.

Vehicles not subject to odometer disclosure requirements:

- Vehicles 10 years old or older

- Vehicles over 16,000 lbs. Manufacturer's Gross Vehicle Weight Rating (GVWR)
- Snowmobiles, Class I, Class II, and Class III All-terrain Vehicles
- Vehicles not equipped with an odometer at the time of manufacture (for example, trailers)
- Vehicles covered by a salvage title (if the odometer has been removed or destroyed)

Transactions not subject to odometer disclosure requirements:

- Transfers when at least one registered owner remains the same; for example, adding or removing a joint owner, and
- Transfers solely to add, remove, or change a security interest holder.

Replacement title with transfer of ownership

To apply for replacement title with transfer, the owner of record shown on DMV records completes and signs the [Form 735-515](#) and provides a release of interest, and the buyer completes the [Form 735-226](#).

When owner of record not available to sign Form 735-515

When no odometer disclosure is required, DMV accepts a replacement title application combined with a title transfer application without the signature of the owner of record on the replacement title application if all ownership releases are provided with the transaction. A person who can certify what happened to the title must sign Line 18 of the Form 735-515, if the owner(s) of record does not sign the Form 735-515.

Vehicles subject to odometer disclosure

For vehicles subject to odometer requirements, federal regulations require the owner shown on the title to complete the odometer disclosure on the title document itself.

Because of these regulations, a title replacement transaction combined with a transfer on a vehicle subject to odometer disclosure cannot be completed in one transaction. The owner of record must apply for a replacement title, complete the odometer disclosure on the back of the new title, and provide the new title to the buyer. (Also see [Chapter H](#), Odometer Disclosure Requirements.)

Certain types of transactions are not subject to odometer disclosure requirements. See section above titled "[Transactions not subject to odometer disclosure requirements.](#)" For instructions on using a Secure Power of Attorney, Form 735-402, with a replacement title, see [Chapter I](#), Security Interest Perfection.

Signature requirements

When DMV records show a security interest holder for a vehicle, the security interest holder must apply for the replacement title if they still have an interest in the vehicle.

If the security interest holder applying for a replacement title is a bank or financial institution, one of the following is required:

- A unique line stamp (if available) with a signature of an authorized representative and their title, OR
- A statement on the security interest holder's letterhead which includes a signature

of an authorized representative, and the representative's title.

If there are multiple security interest holders, all security interest holders must sign.
If there are multiple lessors with no security interest holders, all lessors must sign.

The registered owner may obtain a replacement title when there is a security interest holder on the title record, but only when the application includes a Statement of Lien Satisfaction, [Form 735-524](#), or a written statement from the security interest holder on their letterhead that they have released their interest. DMV requires a signed [Form 735-515](#) completed to show the vehicle information as the record currently appears, and a Form 735-226, Application for Title and Registration, showing how the new title is to be issued.

When a title was issued to more than one registered owner, and there is no security interest holder, all owners shown on DMV records for the vehicle must sign the replacement title application. This also applies when there are multiple security interest holders.

Exception: DMV will accept a replacement title/title transfer transaction without the signatures of the owners of record on the replacement title application when no odometer disclosure is required and all ownership releases (for example, connecting bills of sale) are provided with the transaction. A person who can certify what happened to the title must sign Line 18 of the Form 735-515, if the owner(s) of record do not sign the Form 735-515.

Branch names on replacement title applications

When the title was issued showing one branch of a bank as a security interest holder, sometimes another branch of the same bank applies for the replacement.

If the application is for a replacement title only, DMV requires the branch to which the title was issued originally to complete the application, unless:

- DMV receives verification with the application that the branch to which DMV mailed the title does not have the title, or
- The bank has informed DMV they have consolidated the handling of their titles at one location.

Completing the Application

Please read the section titled "Customer Number and Address" in [Chapter A](#) before completing the application. The ownership information must reflect what is currently shown on DMV records.

FRONT

"DMV USE ONLY"

- Mark the dealer transaction box if the document is being submitted to DMV by a dealer.
Other boxes in this area are for DMV office use only.

Line 1

- **Present Oregon Plate Number:** Current Oregon plate number.

- **Vehicle Description:** Year, make, and style.
- **Vehicle Identification Number (VIN):** The VIN on the vehicle must match the VIN on the application. It also must match the VIN listed on DMV records.

Line 2

- **Equipment #:** Customer-assigned number. Seven digits maximum. Recorded for businesses only. Not for transaction tracking or other dealer purposes, unless dealer is titling the vehicle in the name of their dealership.
- **Reg Weight/Length:** List the weight or length of the vehicle if registered by weight/length.
- **GVWR (Gross Vehicle Weight Rating) over 26,000 lbs.:** Check the appropriate box. The title fee is determined by the GVWR.
- **Motor Power:** Check the appropriate box to indicate the type of motor power. "Hybrid" should be checked for vehicles that use electricity plus another source of power. If "Other" is checked, write in the type of power that propels the vehicle. If powered by more than one type of motor power, write in all types used.

Line 3

- **Name of Owner:** Full name of the registered owner or lessee as shown on DMV records. (If an individual, complete as shown on the Oregon driver license, ID card or instruction permit.) Check the box for either owner or lessee.
- **ODL/ID/Customer # and Date of Birth:** This information enables DMV to locate the customer in the DMV database. Enter the customer number for all owners, including businesses. Include the date of birth for all individuals.

Line 4

- **Owner's Residence Address:** Address must be the actual residence address of the registered owner(s) or lessee(s). If the owner is a business, use the actual Oregon location of the business. If the vehicle is primarily housed or dispatched from a location different from the actual business address of the owner, you must also provide the vehicle address (see Line 8).
- **Mailing Address:** Complete the mailing address of the registered owner(s) if it is different from the residence address listed on line 6 & 7. If the replacement title is to be mailed to a dealer or other purchaser, **be sure to include "c/o" indicating "in-care-of"**, with the dealer or purchaser name and address in the one-time mailing area. The address information in the registered owner's customer file will be printed on the title.

Line 5

- **City, State, ZIP Code:** Must match the residence address.
- **County of Residence:** Fill in the owner's county of residence.
- **City, State, ZIP Code:** Must match the customer file mailing address.
- **County of Mailing:** Fill in the county of the mailing address.

Lines 6 & 7

- **Name of Joint Owner or Lessee:** Full name of the registered owner or lessee as

shown on DMV records. If owner shown on this line is a lessee, print "lessee" after the name.

- **ODL/ID/Customer # and Date of Birth:** This information enables DMV to locate the customer in the DMV database. Enter the customer number for **all** owners, including businesses. Also, include the date of birth for all individuals.

Line 8

- **One-Time Mailing Address:** Complete this area if the customer has a one-time mailing address for the current application only. This address will be used as a **one-time** special mailing address for the registered owner.
- **Vehicle Address:** Vehicle address means the residence or business address where the vehicle is primarily housed, or from where the vehicle is primarily dispatched when different from the actual residence or business address of the owner.

Line 9

- **City, State, ZIP Code:** Must match the one-time mailing address.
- **City, State, ZIP Code:** Must match the vehicle address.
- **County of Use:** If the vehicle will be used in a county other than the county of residence, provide the name of the county of use.

Lines 10 through 15

- **Security Interest Holder:** Required, if one is shown on DMV vehicle record. Name will appear on the title as it is in their customer file.
- **Security Interest Holder Address:** List the security interest holder or lessor address including city and ZIP Code.
- **Secondary Security Interest Holder or Lessor:** Required, if one is shown on DMV vehicle record. Name will appear on the title as it is in their customer file.
- **ODL/ID/Customer # and Date of Birth:** This information enables DMV to locate the customer in the DMV database. Enter the customer number for all owners, including businesses. Include the date of birth for all individuals.
- **Telephone #:** The telephone number is optional, but is helpful if more information is needed.

CERTIFICATIONS/SIGNATURES

This section must be signed to request a replacement title. The person who has knowledge the last title issued was lost, destroyed or mutilated must sign the application. The application **MUST be signed by the security interest holder or lessor** if listed on DMV records (see section above titled "Signature requirements").

EXCEPTION: If the transaction is for replacement title with transfer of ownership, and is not subject to odometer requirements, and the transaction includes all ownership releases, the owners of record do not have to sign the application. However, someone must certify what happened to the title (by signing on line 18).

NOTE: Versions of Form 735-515's prior to January 2006 have the old signature requirements in the instructions section. However, the exception listed above is in

effect regardless of the revision date of the Form 735-515 used to apply for replacement title.

Lines 16 & 17

- **Signature of Owner, Security Interest Holder or Lessor:** If there is no security interest holder or lessor shown on DMV records, or they have released their interest, all registered owners shown on DMV records must sign. If the security interest holder shown on DMV records is applying for the replacement title, the security interest holder must sign the application. In this situation, if they are to remain on the title, the registered owner signature is not required. See **EXCEPTION** and **NOTE** above.

Line 18

- **Signature Of Person Certifying The Title Is Lost, Destroyed, Or Mutilated, If Not An Owner Shown On DMV Records:** This line is signed when a person, other than the owner on record, is certifying the title is lost, destroyed or mutilated. *The owner(s) of record is still required to sign the application on line 16-17, even if they are unable to certify what happened to the title.* See **EXCEPTION** above.

BACK

The back of the application for replacement title contains information and instructions for completing the form.

See [Chapter H](#) about applying for an expedited replacement title due to reasons related to odometer disclosure requirements.


NOTICE OF TRANSACTION SUBMITTED

The Notice of Transaction Submitted is attached to the back of the form. This notice serves as evidence that a title and registration transaction has been submitted to DMV. It also serves as a receipt when initial or renewal registration has been applied for.

The Notice of Transaction Submitted is only valid as evidence of submission of the application when DMV has stamped or validated the application. **Forward the Notice of Transaction Submitted to the customer when you receive it from DMV with DMV's validating stamp.**

DMV TITLE AND REGISTRATION HANDBOOK
Chapter C: Application for Replacement Title, Form 735-515

Example of APPLICATION FOR REPLACEMENT TITLE, FORM 735-515
Actual size 8½" x 11"
(front)

DMV USE ONLY	 <h2 style="margin: 0;">Application for Replacement Title</h2>																													
	<p>If there are ANY changes in ownership, you must complete an <i>Application for Title and Registration (Form 735-226)</i> in addition to this form. Please read the instructions on the back of this form carefully before completing this application.</p>																													
VEHICLE INFO.	<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td>TRANS CODE</td> <td>VT</td> <td>TL</td> <td>MP</td> <td>PROCESS</td> <td>EX</td> <td>MISC</td> <td>BATCH CODE</td> </tr> <tr> <td colspan="4"></td> <td align="center">5</td> <td></td> <td></td> <td></td> </tr> </table>	TRANS CODE	VT	TL	MP	PROCESS	EX	MISC	BATCH CODE					5				<table border="1" style="width:100%; border-collapse: collapse;"> <tr> <td>MEMORANDUM RECEIPT #</td> <td>DEALER TRANS</td> <td>PRE CHECKER</td> <td>TITLE FEE</td> </tr> <tr> <td></td> <td align="center"><input type="checkbox"/></td> <td></td> <td align="center">\$</td> </tr> </table>	MEMORANDUM RECEIPT #	DEALER TRANS	PRE CHECKER	TITLE FEE		<input type="checkbox"/>		\$				
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	11	SECURITY INTEREST HOLDER ADDRESS - INCLUDE STREET / CITY / STATE / ZIP CODE		TELEPHONE # ()																										
	12	SECONDARY INTEREST HOLDER (Bank, Finance Company, Person, etc.)	ODL / ID / CUSTOMER #	DATE OF BIRTH (MM/DD/YYYY)																										
	13	SECONDARY INTEREST HOLDER ADDRESS - INCLUDE STREET / CITY / STATE / ZIP CODE		TELEPHONE # ()																										
	14	LESSOR (Complete only if lessee is shown as owner on Line 3 above)	ODL / ID / CUSTOMER #	DATE OF BIRTH (MM/DD/YYYY)																										
15	LESSOR ADDRESS - INCLUDE STREET / CITY / STATE / ZIP CODE		TELEPHONE # ()																											
CERT.	<p>The owner must certify by completing all applicable statements and sign the application to apply for title and registration in Oregon. Under Oregon law, it is a crime to knowingly make any false statement on an application for title or registration (ORS 803.070 / ORS 803.385). Both offenses are Class A misdemeanors and are punishable by a jail sentence of up to one year, a fine of up to \$6,250 or both.</p>																													
	<p>I hereby request a replacement title and certify to the best of my knowledge the title for this vehicle has been lost, destroyed or mutilated, and to the best of my knowledge has not been signed, conveyed or transferred to another party. (If mutilated, the title or what remains of the title is attached.) If I, as the title holder on DMV records, cannot certify what happened to the title, the additional signature of the person who has this knowledge appears on Line 18.</p>																													
SIGNATURES	PLEASE NOTE: SIGNATURES ON THIS FORM DO NOT RELEASE INTEREST.																													
	16	SIGNATURE OF OWNER, SECURITY INTEREST HOLDER OR LESSOR	DATE	HOME PHONE # () MESSAGE PHONE # ()																										
	17	SIGNATURE OF OWNER, SECURITY INTEREST HOLDER OR LESSOR	DATE																											
SIGNATURES	SIGNATURE OF PERSON CERTIFYING THE TITLE IS LOST, DESTROYED, OR MUTILATED, IF NOT AN OWNER SHOWN ON DMV RECORDS.																													
	18	SIGNATURE	DATE	COUNTER DATE STAMP / INITIALS																										

735-515 (10-09)

STK# 300164

Example of APPLICATION FOR REPLACEMENT TITLE, FORM 735-515

Actual size 8½" x 11"

(back)

● WHEN TO USE THIS FORM ●

Use this form if your title has been lost, destroyed, or mutilated.

To apply for a replacement title with NO CHANGE in ownership:

1. Complete the front of this application. See instructions below for required signatures.
2. Submit the completed application to DMV with a fee of \$90 for a trailer over 8,000 pounds loaded weight or a motor vehicle with GVWR over 26,000 pounds (except motor homes). \$77 for all other vehicles.

CERTIFICATIONS / SIGNATURES

These sections on the application must be completed to request a replacement title and to certify that the last title issued for the vehicle was lost, destroyed, or mutilated.

All security interest holders or lessors shown on DMV records must sign the application for a replacement title. If DMV records show no security interest holders or lessors, then all owners shown on DMV records must sign, even if they have released interest.*

**Note: DMV will accept a replacement title transaction with a change in ownership, without the owner of record's signature (Lines 16 and 17), only when no odometer disclosure is required and all ownership releases are provided. In this case, DMV still requires, on Line 18, the signature of the person who can certify what happened to the title.*

To apply for a replacement title with ANY CHANGE in ownership:

You must first determine whether an odometer disclosure is required with the transfer. (See exemptions below.)

Transfers exempt from odometer disclosure:

- Any transfer only to add or remove a security interest holder.
- Any transfer where at least one owner is remaining the same.
- Any transfer of:
 - Vehicles ten years old or older (for example, a 1995 vehicle is exempt as of January 1, 2005);
 - Vehicles with a manufacturer's gross vehicle weight rating of more than 16,000 pounds;
 - Snowmobiles;
 - Class I All-terrain vehicles;
 - Trailers; and
 - Vehicles not equipped with an odometer at the time of manufacture.

If an odometer disclosure is required:

A replacement and transfer with a complete change in ownership is **not** allowed.

- You must first obtain a replacement title with *at least* one owner remaining on the title. The owner must then complete the odometer disclosure on the back of the title. (See instructions above for required signatures.)
- If the change in ownership does not require an odometer disclosure (for example, removing a security interest holder), follow instructions below for a transfer of ownership.

If an odometer disclosure is NOT required:

A replacement title with a complete transfer of ownership is allowed.

1. Complete the replacement application. See instructions above for required signatures.
2. Attach a release of interest from all parties shown on DMV records who will not be shown on the new title.
3. Complete an Application for Title (Form 226) showing how the new title is to be issued.
4. Submit both applications, the releases, and a fee to DMV.

Application for transfer of title must be submitted to DMV within 30 days of purchase or you may be subject to additional fees. To obtain release forms, information on fees, or if you have any questions about how to apply for a replacement title, please call DMV's Customer Information Center at (503) 945-5000, (Portland Area call (503) 299-9999), or visit our web site at www.oregondmv.com.