Chapter C
Replacement Titles

What is a Replacement Title?

A replacement title serves the same legal purpose as the original and cancels all previous versions of the title. In Oregon, replacement titles are not labelled differently than any other standard blue title. The cost for a replacement title is the same as a standard blue title.

Apply for a replacement title only if the original title is:

- Lost
- Destroyed
- Mutilated (e.g., torn or damaged)

⚠️ Do not apply for convenience.
Submitting a false application is a Class A misdemeanor and may result in a fine up to $6,250, up to one year in jail, or both.

Who can apply:

Only the title holder(s) can apply for a replacement title. Title holders are, in order of priority (ORS 803.055):

1. Primary security interest holder (SIH)
2. Secondary SIH
3. Lessor
4. At least one registered owner

The application must be signed by the highest priority title holder applicable. See chart below listing title holders in order of highest priority to lowest priority.

Who is listed on the title	What's happening	Who must sign
Security interest holder	At least one SIH listed on the original title is staying on the title	All SIH staying on the title must sign the application
	All SIH on the original title are releasing their interest*	The lessor; If none is listed, the application must be signed by at least one registered owner
A lessor (No SIH)	Staying on the title	The lessor
	Releasing their interest and the lessee is becoming the new owner	The lessor or the lessee
A registered owner	Staying on the title	At least one registered owner

Security interest holder on the title:

If there is a security interest holder (SIH) on DMV records, they must apply for the replacement title. If there are multiple SIH, all of them must sign the application.

If the SIH 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 from the SIH on letterhead which includes a signature of an authorized representative, and their title.

How to Apply

Electronic Signatures

DMV accepts stamped, printed, digital and electronic signatures on title applications in transactions submitted by businesses and dealers. Electronic or digital signatures on title applications in these transactions will be accepted as though they were original handwritten signatures.

Duplicate Title – No Change in Ownership

Use this option if the title is lost, destroyed, or severely damaged and there is **no change** in ownership. Duplicate titles will be produced in the name of the owners on record with DMV. If anything is changing from the original title, including an owner name or address, that is not a duplicate title.

What you need:

- Application for Replacement / Duplicate Title (Form 735-515)
  - Completed showing the vehicle and ownership information exactly as it appears in DMV records
  - Signed by title holder
- If the original title is available but severely damaged, attach the remaining portion to the application
- Title fee – See Chapter M to determine the title fee for the vehicle

One-time mailing:

Duplicate titles are mailed to the address on file for the title holder. To send the title to someone else (e.g., a dealer or buyer) complete the “One-Time Mailing Address” section on the Form 515 and include “c/o” with the recipient’s name and address. For detailed instructions on filling out the application, see section Completing Form 515 later in this chapter.

Replacement Title – Change in Ownership

You can replace a title and add or remove one or more owners in a single transaction. A replacement title cannot be combined with a full transfer of ownership if a vehicle is subject

to federal odometer disclosure laws. See section Federal Odometer Disclosure and Replacement Titles for more information.

What you need:

- Application for Title and Registration (Form 735-226)
  - Completed listing all owners exactly as you want them to appear on the new title
  - Checkbox marked indicating that the original title was lost, destroyed, or mutilated
  - Signed by applicant
- If the original title is available but severely damaged, attach the remaining portion to the application
- Releases of interest from all owners (e.g., SIH, lessor, secondary registered owners) listed on the original title that will not be listed on the new title
  - If an SIH is being removed from the title, the transaction must include a Statement of Lien Satisfaction, Form 524, or a written statement from the security interest holder on their letterhead that they have released their interest.
- Title fee – See Chapter M to determine the title fee for the vehicle.

⚠ If the vehicle is subject to odometer disclosure, the title holder must first apply for a replacement title, then complete the odometer disclosure on the new title before transferring ownership.

Security interest holder or lessor on the original title:

If there is a title holder on DMV records, and they are not releasing interest in the vehicle, they must certify the condition of the original title. In addition to the items above, submit an Application for Replacement / Duplicate Title (Form 735-515) completed and signed by the title holder.

Federal Odometer Disclosure and Replacement Titles

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 replacement title **cannot** be combined with a full transfer of ownership if a vehicle is subject to federal odometer disclosure. 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. See Chapter H for more about odometer disclosures.

Vehicles and transactions not subject to odometer disclosure

A buyer may apply for a combined replacement title and transfer only for vehicles and transactions not subject to odometer requirements.

- Vehicles **not** subject:
  - Model year 2010 or older
  - Over 16,000 lbs. Manufacturer's Gross Vehicle Weight Rating (GVWR)
  - Snowmobiles, Class I, Class II, and Class III All-terrain Vehicles

  - Manufactured without an odometer (e.g., trailers)
  - Covered by a salvage title and the odometer has been removed or destroyed

- Transactions **not** subject:
  - Transfers when at least one registered owner remains the same (Example: adding or removing a joint owner)
  - Transfers solely to add, remove, or change a security interest holder

Vehicles Subject to Odometer Disclosure

A replacement title must be obtained in the name of the owner on record with DMV before transferring the vehicle to a buyer. Dealers must obtain a replacement title before selling it to another dealer. This also applies to vehicles sold through an auction. Partial changes in ownership are allowed.

1. Apply for a duplicate or replacement title
2. Receive the new title
   - 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.
3. Complete the odometer disclosure on the back of the new title.
4. The buyer may now apply for a new title or transfer ownership as needed.

If the owner of record is no longer available to apply for a replacement title and the dealer did not obtain Power of Attorney to sign the Form 515 on their behalf:

- Submit a Certification of Ownership Facts (Form 735-550)
  - Complete the form with a statement explaining what they have done to contact the owner of record and why the owner of record is no longer available. Completion of this certification does not guarantee that DMV can issue a title.

See Chapter H for more information on odometer disclosure.

Less Common Scenarios

Title being replaced reflects a lease

When applying for a replacement title, the lessor does not need the signature of the lessee. If there are multiple lessors with no security interest holders, all lessors must sign. If the lessor is transferring interest in the vehicle, all requirements for release of interest must be met. See Chapter E.

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, with no change in ownership**,** the original branch must apply, unless:

- DMV receives proof the original branch does not have the title, or

- The bank has consolidated the handling of their titles at one location.

RV Certification

If the vehicle is an RV, the owner must certify it meets one of the following standards at the time of manufacture:

- NFPA 1192
- NFPA 501C
- ANSI A119.2

Doing business as (dba) signatures

When the application lists the owner as an individual or company doing business as (dba) another name, DMV requires a signature from the primary individual or company, or a "one-and-the-same" statement. For example: if the vehicle is owned by John Doe dba Ajax Autos, and there is no "one-and-the-same" statement, then John Doe is the primary owner and a signature is required from John Doe.

Completing Form 515

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 OF FORM

"DMV USE ONLY"

- Provide the MPG rating if available.
- **Check the Dealer Trans. box.**
- Provide your dealer number.
- Enter the title fee.

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.
- **Oregon Title #:** Complete previous title number if available.

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
- “Plug-in Hybrid” should be checked for vehicles that can be charged by plugging in to an electrical receptacle and use gasoline power
- “Natural Gas” should be checked if compressed natural gas is the motor 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 legal 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. 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.

Line 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, or the site of a park model RV.

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 #:** This is optional, but is helpful if more information is needed.

Certifications

- The title for the vehicle has been lost, destroyed or mutilated
- The title has not been signed or transferred to another party
- An RV owner must certify it met the NFPA 1192, NFPA 501C or ANSI A1192 standard in effect at the time of manufacture
- All remaining pieces of the original title have been attached to the application

Lines 16 & 17

- **Signature of Owner, Security Interest Holder or Lessor:** See section Who can apply in this chapter for information on who must sign.
- **Telephone Number:** The telephone number is optional, but is helpful if more information is needed.

Line 18

- **Signature of person certifying the title is lost, destroyed, or mutilated, if not an owner shown on DMV Records:** This signature line may only be used when:
  - No odometer disclosure is required
  - The application for replacement title is combined with a title transfer application
  - The owner of record is not available to sign the Form 515
  - Releases of interest are provided from all title holders shown on DMV records
  - The person signing can certify what happened to the title

  If these conditions are met, and Line 18 is signed, the owner(s) of record does not

need to sign the Form 515.

BACK OF FORM

The back of the application for replacement title contains information and instructions for completing the form, including odometer requirements.

See Chapter H about applying for an expedited replacement title due to reasons related to odometer disclosure requirements.