

FROM THE OFFICE OF: PATSY SCHULTZ, RTA
TAX ASSESSOR/COLLECTOR
FT. BEND COUNTY TAX OFFICE

**REGISTERING AN OUT OF STATE VEHICLE THAT IS ALREADY
IN YOUR NAME**

**TEXAS DEPARTMENT OF TRANSPORTATION AND STATE COMPTROLLER WILL NOT
ALLOW OUR OFFICE TO ACCEPT TITLES OR DOCUMENTS WITH ERRORS,
ALTERATIONS, STRIKEOVERS OR WHITEOUT.**

REQUIREMENTS:

1. THE VEHICLE WILL NEED TO BE TEXAS INSPECTED. YOU WILL BE GIVEN A FORM VI-30-A (GREEN SHEET). THIS MUST HAVE NO ALTERATIONS OR CORRECTIONS. THESE INSPECTIONS CAN BE DONE AT MANY FULL SERVICE GAS STATIONS OR OTHER LOCATIONS THAT DISPLAY THE EMBLEM FOR TEXAS INSPECTION. THE GREEN SHEET MUST ALSO HAVE THE ODOMETER READING ON IT. INSPECTION MUST BE DONE IN THE COUNTY IN WHICH YOU RESIDE.
2. WE WILL NEED THE NEGOTIABLE TITLE OR THE LATEST REGISTRATION RECEIPT. THESE **CANNOT BE XEROXED OR FAXED.**
3. PROOF OF INSURANCE THAT MEETS TEXAS LIABILITY* REQUIREMENTS ON EACH VEHICLE BEING REGISTERED.
- 4A. **TEXAS TITLE:** APPLICATION FOR TEXAS CERTIFICATE OF TITLE (FORM 130-U) MUST BE SIGNED AND DATED BY OWNERS OF VEHICLE. (YOU MAY NOT SIGN FOR SOMEONE ELSE UNLESS YOU HAVE CERTIFIED OR ORIGINAL POWER OF ATTORNEY TO SUBMIT). SOCIAL SECURITY NUMBERS REQUIRED ON LINE 13.
- 4B. **REGISTRATION PURPOSES ONLY (RPO):** APPLICATION FOR TEXAS CERTIFICATE OF TITLE (FORM 130-U) CAN BE SIGNED BY OWNER/AGENT. APPLICATION FOR RPO (FORM VTR-272) MUST BE SIGNED BY OWNER/AGENT.
5. LIENHOLDER'S NAME, FULL ADDRESS, DAY, MONTH AND YEAR THE LIEN STARTED MUST BE FURNISHED.

YOU MUST REGISTER IN THE COUNTY IN WHICH YOU RESIDE. YOU HAVE 30 DAYS FROM GAINFUL EMPLOYMENT OR PERMANENT RESIDENCY TO TRANSFER THE REGISTRATION.

WE WILL ACCEPT PAYMENT BY EITHER CASH OR CHECK. IF PAYMENT IS BY CHECK THE CHECK CAN BE DRAWN ON AN OUT STATE BANK WITH A LOCAL DRIVERS LICENSE OR DRAWN ON A LOCAL BANK WITH AN OUT OF STATE DRIVERS LICENSE.

IF YOU SHOULD NEED ASSISTANCE PLEASE FEEL FREE TO CALL ANY OF THE FOLLOWING LOCATIONS:
RICHMOND OFFICE 281-341-3709 AUTOMOBILE DEPT
MISSOURI CITY OFFICE 281-261-2886 AUTOMOBILE DEPT
SUGAR LAND OFFICE 281-242-4311 AUTOMOBILE DEPT

FOR DRIVER'S LICENSE INFORMATION CONTACT THE TEXAS DEPT. OF PUBLIC SAFETY AT: 281-232-4334

*LIABILITY INSURANCE - \$20,000/\$40,000 PERSONAL LIABILITY, \$15,000 PROPERTY DAMAGE

REVISED 11/05/2003