

**SURETY BOND  
(GUARANTEES APPLICANT A TITLE)**

1. NEGOTIABLE TITLE FROM THE SELLER OR VERFICIATION OF VEHICLE
2. IF THERE IS NO EVIDENCE OF THE VEHICLE BEING TITLED OR REGISTERED IN TEXAS, AT THE DISCRETION OF THE TAX ASSESSOR COLLECTOR, YOU MAY BE REQUIRED TO CONTACT OTHER STATES IF NECESSARY VERIFICATION MUST BE ON LETTERHEAD OF THE STATE AGENCY RESPONSIBLE FOR MAINTAINING SUCH RECORDS.
3. IF THERE ARE ANY LIENS, A RELEASE OF LIEN MUST BE SUBMITTED
4. WEIGHT CERTIFICATE REQUIRED IF THE VEHICLE IS A COMMERICAL VEHICLE FROM OUT OF STATE OR NO RECORD OF TEXAS TITLE EXISTS.
5. IDENTIFICATION CERTIFICATE FORM VI-30A IF VEHICLE LAST REGISTERED OUT OF STATE
6. EVIDENCE OF OWNERSHIP IF ANY (BILL OF SALE, TITLE CONTRACT, ETC)
7. PENCIL TRACING FORM D12-301 OF VEHICLE IDENTIFICATION NUMBER OR, IF UNABLE TO SECURE PENCIL TRACING A PHYSICAL DESCRIPTION FORMD12-270
8. TWO VALUE APPRAISALS MAY BE REQUIRED DEPENDING ON THE YEAR MODEL OF THE VEHICLE. FORMS PROVIDED BY THE REGIONAL OFFICE
9. SURETY BOND FORM VTR-130/SB REJECTION LETTER FROM REGIONAL OFFICE: TEXAS DEPT OF TRANSPORTATION  
(REGIONAL OFFICE)  
10,000 N W FREEWAY SUITE 150  
HOUSTON, TEXAS 77092  
TEL:(713)681-6637  
FAX:(713)681-3661
10. ONCE YOU HAVE OBTAINED REJECTION LETTER FROM THE REGIONAL OFFICE AND ALL PAPERWORK IS IN ORDER YOU MUST APPLY FOR A "SURETY BOND" WITH AN INSURANCE AGENCY.
11. STATEMENT OF FACT FORM VTR-130-SOF
12. APPLICATION FOR TEXAS CERTIFICATE OF TITLE FORM 130-U

ONCE THE ABOVE REQUIREMENTS HAVE BEEN COMPLETED, SUBMIT PAPERWORK FOR REVIEW AT ANY FT BEND COUNTY TAX OFFICE.