



# State of New Hampshire



DEPARTMENT OF SAFETY  
DIVISION OF MOTOR VEHICLES  
STEPHEN E. MERRILL MOTOR VEHICLE BUILDING  
23 HAZEN DRIVE, CONCORD NH 03305  
Tel: (603) 227-4000 TDD Access Relay NH 7-1-1

John J. Barthelmes  
Commissioner of Safety

Elizabeth A. Bielecki  
Director of Motor Vehicles

## IMPORTANT INFORMATION REGARDING YOUR VEHICLE TITLE

### PLEASE READ CAREFULLY

New Hampshire laws and Administrative Rules, require that an applicant for registration of a vehicle previously registered in another state must present the vehicle title to the registering Town or City Clerk so that the title will be changed to a New Hampshire title.

However, if your title is currently being held by a lienholder, New Hampshire RSA 261:57-a allows the vehicle to be registered for one time only until the lienholder sends the out-of-state title to the DMV. Once that is done, the DMV will then return the title to your lending institution. Please note that the registration on the vehicle will not be renewed until the title is sent to the DMV.

A customer service representative from the Title Bureau will be writing to your lienholder to request the title be sent to the Title Bureau in order for the title to be changed to a New Hampshire title. However, to expedite this, we suggest that you personally contact your lending institution where your title is being held to ensure that they are aware of our request. The process of contacting your lienholder may be expedited if you can provide the Title Bureau with a fax number to your lienholder. If you are able to obtain a fax number, please email the Title Bureau at [title@dos.nh.gov](mailto:title@dos.nh.gov), and please include the Vehicle Identification Number (VIN) from the vehicle being titled, and the Certified Title Application (CTA) number, which may be found on the customer copy of the application provided to you by the Town or City Clerk.

If you have any questions regarding this process, please contact the Title Bureau at (603) 227-4150.

----- REMOVE AND ATTACH TO APPLICATION -----

**Applicant statement:** I have read the explanation provided above, and certify that the lienholder's name and address listed on the title application is correct, and that my vehicle registration will not be renewed if the title is not sent to the NH DMV.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

(Signed under penalty of unsworn falsification pursuant to RSA 641:3)