

REQUIRED SUPPORTING DOCUMENTATION:

The repossessing lender must provide the following documentation in order for the Repossession Application to be approved.

- A. Property completed Repossession Affidavit.
- B. Actual or certified copy of chattel mortgage, conditional sales contract or other type security agreement.

Note: Contract must indicate the vehicle, boat or outboard motor has been pledged as collateral and list a complete description of the unit *along* with a vehicle identification number or hull identification number.

- C. Copy #3 and Copy #4 of the Lien Release form, or a notarized lien satisfied statement. *If more than one (1) lienholder, the following is required:*
 - 1. A copy of a certified letter from the repossessing lender notifying the second lienholder of the intent to repossess.
 - a. Letter must be dated at least ten (10) days prior to the date the repossession affidavit is processed by the motor license agent of the Motor Vehicle Division
 - b. The post office receipt or the return receipt (green card) signed by the second lienholder is required as proof of mailing.
 - 2. If a secondary lienholder is making application for a repossession title, signed and dated lien release Copy #3 and Copy #4 from the previous lienholder(s) are required. In the absence of copies 3 and 4, a certified copy of Copy #1 may be submitted.
 - 3.
- D. Insurance security verification form reflecting all required information or a Comanche Tax Commission Form _____ "Affidavit of Nouse In Lieu of Liability Insurance," unless the reposessor is exempt from the insurance verification requirement.
- E. Manufactured Homes: Must have proof of current calendar year taxes paid on a CTC Form _____ or a _____ marked taxes are not due. A _____ isn't required if the manufactured home has a current

Note: Repossession transactions for travel trailers, manufactured homes, trailers, boats and outboard motors do not require an insurance security verification form

