

## Chapter C

# Application for Replacement Title, Form 735-515

## Introduction

A replacement title may be applied for only when an Oregon title has been lost, destroyed, or mutilated. A replacement title cancels all previous titles for the vehicle.

Do not apply for a replacement title just as a convenience for your customer. A false statement on the application is a Class A Misdemeanor and could result in a fine of up to \$6,250 or up to one year in jail, or both.

## Guidelines

- If the title is lost, destroyed or mutilated, a selling dealer must obtain a replacement title on behalf of the owners of record before transferring the vehicle to another dealer when subject to federal odometer requirements. This applies also to vehicles sold through an auction. An exception applies, such as when the vehicle is not subject to federal odometer requirements.
- A replacement title with transfer of ownership is not allowed if the vehicle is subject to odometer disclosure. An exception is when the transaction is not subject (see [section](#) below).
- A replacement title must be obtained in the name of the owner on record with DMV. The owner of record completes the Form 515. When the owner of record receives the replacement title:
  - They must make the odometer disclosure on the title, **or**
  - 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. The name and address information in the customer’s file is what will be printed on the title. The seller can provide a Secure Power of Attorney, Form 402 or 402A, to the buyer. The named attorney must make the disclosure on the new title using the secure power of attorney.
- If the owner of record is no longer available to apply for a replacement title and the dealer did not obtain a Secure Power of Attorney, the dealer must submit a statement explaining what they have done to contact the owner of record and why the owner of record is no longer available. The dealer must make this statement on a Certification of Ownership Facts, Form 550. Completion of this certification does not guarantee that DMV can issue a title.
- If the original title is mutilated (torn, etc), what remains of it must be attached to the Form 515.

## Vehicles and transactions not subject to odometer disclosure

A buyer may apply for a combined replacement title and transfer only:

- For vehicles not subject to odometer requirements, or
- For transactions not subject to odometer disclosure requirements.

### ***Vehicles not subject to odometer disclosure requirements:***

- Vehicles with a model year 2010 or older
- Vehicles over 16,000 lbs. Manufacturer's Gross Vehicle Weight Rating (GVWR)
- Snowmobiles, Class I, Class II, and Class III All-terrain Vehicles
- Vehicles not equipped with an odometer at the time of manufacture (for example, trailers)
- Vehicles covered by a salvage title (if the odometer has been removed or destroyed)

### ***Transactions not subject to odometer disclosure requirements:***

- Transfers when at least one registered owner remains the same; for example, adding or removing a joint owner, and
- Transfers solely to add, remove, or change a security interest holder.

### ***Replacement title with transfer of ownership***

To apply for replacement title with transfer, the owner of record shown on DMV records completes and signs the [Form 515](#) and provides a release of interest, and the buyer completes the Form 226.

**NOTE:** A replacement title transaction that includes a change of ownership (regardless if any current owners are remaining on the new title) can be processed when the check box certification on the Application for Title and Registration, Form 226, is marked. This process is only allowed for vehicles NOT subject to federal odometer requirements.

### ***When owner of record not available to sign Form 515***

When no odometer disclosure is required, DMV accepts a replacement title application combined with a title transfer application without the signature of the owner of record on the replacement title application if all ownership releases are provided with the transaction. A person who can certify what happened to the title must sign Line 18 of the Form 515, if the owner(s) of record does not sign the Form 515.

## **Vehicles subject to odometer disclosure**

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 title replacement transaction combined with a transfer on a vehicle subject to odometer disclosure cannot be completed in one transaction. 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. (Also see [Chapter H](#), Odometer Disclosure Requirements.)

Certain types of transactions are not subject to odometer disclosure requirements. See section above titled "[Transactions not subject to odometer disclosure requirements.](#)" For instructions on using a Secure Power of Attorney, Form 402 or 402A, with a replacement title, see [Chapter I](#), Security Interest Perfection.

## **Signature requirements**

When DMV records show a security interest holder for a vehicle, the security interest

holder must apply for the replacement title if they still have an interest in the vehicle.

If the security interest holder 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 on the security interest holder's letterhead which includes a signature of an authorized representative, and the representative's title.

If there are multiple security interest holders, all security interest holders must sign.

If there are multiple lessors with no security interest holders, all lessors must sign.

The registered owner may obtain a replacement title when there is a security interest holder on the title record, but only when the application includes 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. DMV requires a signed [Form 515](#) completed to show the vehicle information as the record currently appears, and a [Form 226](#), Application for Title and Registration, showing how the new title is to be issued.

When a title was issued to more than one registered owner, and there is no security interest holder, all owners shown on DMV records for the vehicle must sign the replacement title application. This also applies when there are multiple security interest holders.

**Exception:** DMV will accept a replacement title/title transfer transaction without the signatures of the owners of record on the replacement title application when no odometer disclosure is required and all ownership releases (for example, connecting bills of sale) are provided with the transaction. A person who can certify what happened to the title must sign Line 18 of the Form 515, if the owner(s) of record do not sign the Form 515.

## 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, DMV requires the branch to which the title was issued originally to complete the application, unless:

- DMV receives verification with the application that the branch to which DMV mailed the title does not have the title, or
- The bank has informed DMV they have consolidated the handling of their titles at one location.

## Completing the Application

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

### “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 #:** The telephone number is optional, but is helpful if more information

is needed.

## **CERTIFICATIONS/SIGNATURES**

This section must be signed to request a replacement title. The person who has knowledge the last title issued was lost, destroyed or mutilated must sign the application. The application **MUST be signed by the security interest holder or lessor** if listed on DMV records (see section above titled, "[Signature requirements](#)").

**EXCEPTION:** If the transaction is for replacement title with transfer of ownership, and is not subject to odometer requirements, and the transaction includes all ownership releases, the owners of record do not have to sign the application. However, someone must certify what happened to the title (by signing on line 18).

**NOTE:** Versions of the Form 515 prior to January 2006 have the old signature requirements in the instructions section. However, the exception listed above is in effect regardless of the revision date of the Form 515 used to apply for replacement title.

An RV owner must certify it meets the NFPA 1192, NFPA 501C or ANSI A1192 standard in effect at the time of manufacture.

### **Lines 16 & 17**

- **Signature of Owner, Security Interest Holder or Lessor:** If there is no security interest holder or lessor shown on DMV records, or they have released their interest, all registered owners shown on DMV records must sign. If the security interest holder shown on DMV records is applying for the replacement title, the security interest holder must sign the application. In this situation, if they are to remain on the title, the registered owner signature is not required. See [EXCEPTION](#) and [NOTE](#) above.
- **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 line is signed when a person, other than the owner on record, is certifying the title is lost, destroyed or mutilated. *The owner(s) of record is still required to sign the application on line 16-17, even if they are unable to certify what happened to the title.* See [EXCEPTION](#) above.

## **BACK**


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.



DMV TITLE AND REGISTRATION HANDBOOK  
 Chapter C: Application for Replacement Title, Form 735-515

**Example of APPLICATION FOR REPLACEMENT TITLE, FORM 515**  
 Actual size 8½" x 11"  
 (front)

| DMV USE ONLY  |  |  <b>Application for Replacement / Duplicate Title</b> |  |
|---|--|--|--|
| <b>IMPORTANT:<br/>                     READ INSTRUCTIONS ON BACK OF THIS FORM</b>   |  |  |  |
| Mail to: DMV<br>1905 Lana Ave NE<br>Salem OR 97314  |  | Or: Take to any DMV office.  |  |
| MFG   | DEALER TRANS: <input type="checkbox"/> | DEALER NUMBER  | TITLE FEE \$   |
| <b>Complete application lines 1 through 18. List ownership information currently on DMV records.</b>  |  |  |  |
| ① PRESENT OREGON PLATE #  |  | YEAR   | MAKE   |
| ② EQUIPMENT #   |  | REG WEIGHT / LENGTH  | VEHICLE IDENTIFICATION NUMBER (VIN)  |
| ③ PRINT FULL LEGAL NAME: LAST, FIRST, MIDDLE OF (check of <input type="checkbox"/> OWNER OR <input type="checkbox"/> LESSEE   |  | ODL / ID / CUSTOMER #  | DATE OF BIRTH (MMDDYYYY)   |
| ④ RESIDENCE ADDRESS - (if owner is a business, use business address)  |  | MAILING ADDRESS - (if different from residence)  |  |
| ⑤ CITY, STATE, ZIP CODE   |  | COUNTY OF RESIDENCE  | COUNTY OF MAILING  |
| ⑥ PRINT FULL LEGAL NAME: LAST, FIRST, MIDDLE OF JOINT OWNER OR LESSEE   |  | ODL / ID / CUSTOMER #  | DATE OF BIRTH (MMDDYYYY)   |
| ⑦ PRINT FULL LEGAL NAME: LAST, FIRST, MIDDLE OF JOINT OWNER OR LESSEE   |  | ODL / ID / CUSTOMER #  | DATE OF BIRTH (MMDDYYYY)   |
| ⑧ ONE-TIME MAILING ADDRESS (for this transaction only - address will not show on your customer record)  |  | <input type="checkbox"/> Reg. Only<br><input type="checkbox"/> Title Only<br><input type="checkbox"/> Both                             | VEHICLE ADDRESS - (Location of vehicle if different from residence, or park model RV site) |
| ⑨ CITY, STATE, ZIP CODE   |  | CITY, STATE, ZIP CODE  | COUNTY (of vehicle address or use)   |
| ⑩ SECURITY INTEREST HOLDER (Bank, Finance Company, Person, etc.)  |  | ODL / ID / CUSTOMER #  | DATE OF BIRTH (MMDDYYYY)   |
| ⑪ SECURITY INTEREST HOLDER ADDRESS - INCLUDE STREET / CITY / STATE / ZIP CODE   |  | TELEPHONE # ( )  |  |
| ⑫ SECONDARY INTEREST HOLDER (Bank, Finance Company, Person, etc.)   |  | ODL / ID / CUSTOMER #  | DATE OF BIRTH (MMDDYYYY)   |
| ⑬ SECONDARY INTEREST HOLDER ADDRESS - INCLUDE STREET / CITY / STATE / ZIP CODE  |  | TELEPHONE # ( )  |  |
| ⑭ LESSOR (Complete only if lessee is shown as owner on Line 3 above)  |  | ODL / ID / CUSTOMER #  | DATE OF BIRTH (MMDDYYYY)   |
| ⑮ LESSOR ADDRESS - INCLUDE STREET / CITY / STATE / ZIP CODE   |  | TELEPHONE # ( )  |  |
| The owner must certify by completing all applicable statements and sign the application to apply for title and registration in Oregon. Under Oregon law, it is a crime to knowingly make any false statement on an application for title or registration (ORS 803.070 / ORS 803.385). Both offenses are Class A misdemeanors and are punishable by a jail sentence of up to one year, a fine of up to \$6,250 or both.  |  |  |  |
| I am requesting a replacement title and certify to the best of my knowledge the title for this vehicle has been lost, destroyed or mutilated and has not been signed or transferred to another party. If an RV, I certify it meets the NFPA 1192, NFPA 501C or ANSI A119.2 standard in effect at the time of manufacture. If mutilated, remaining pieces are attached. If the owner cannot certify what happened to the title, the person signing on line 18 certifies to the statements above. |  |  |  |
| <b>PLEASE NOTE: SIGNATURES ON THIS FORM DO NOT RELEASE INTEREST.</b>  |  |  |  |
| ⑯ SIGNATURE OF OWNER, SECURITY INTEREST HOLDER OR LESSOR  |  | DATE   | TELEPHONE # ( )  |
| ⑰ SIGNATURE OF OWNER, SECURITY INTEREST HOLDER OR LESSOR  |  | DATE   | TELEPHONE # ( )  |
| ⑱ SIGNATURE OF PERSON CERTIFYING THE TITLE IS LOST, DESTROYED, OR MUTILATED, IF NOT AN OWNER SHOWN ON DMV RECORDS.  |  | DATE   |  |

735-515 (1-22)

ETX# 300184

**Example of APPLICATION FOR REPLACEMENT TITLE, FORM 515**

Actual size 8½" x 11"  
(back)

**FORM INSTRUCTIONS**

❖ **NO CHANGE IN OWNERS**

1. Complete this form to match ownership information on the last title issued. At least one owner or security interest holder listed on DMV records must sign line 16 or 17.
2. Find the title fee at OregonDMV.com
3. Submit form and fee to DMV.

If renewing registration, complete an Application for Registration, Form 735-268, and submit it with registration fees.

❖ **ANY OWNERSHIP CHANGE**

The application process will depend on whether or not an odometer disclosure is required.

Odometer disclosure **IS NOT** required on these types of title transfers:

- Adding or removing a security interest holder.
- At least one owner is staying on the title.
- Vehicles with model year 2011 or older.
- Vehicles with a GVWR over 16,000 pounds.
- Vehicles not manufactured with an odometer (snowmobiles, trailers, ATVs...).

If an odometer disclosure **IS** required, you CANNOT replace the current title and get a new title in your name at the same time:

1. Follow steps for "No Change in Owners" section above. The new owner's address can be used as the one-time-mailing address if the title needs to be mailed to the new owner.

Once the new title is received, to transfer the title to new owner(s):

2. Previous owner and new owner complete the odometer disclosure on the back of the title or a Secure Odometer Disclosure/Reassignment, Form 735-403, if the previous owners are not available to disclose odometer on the title.
3. New owner, complete an Application for Title and Registration, Form 735-226.
4. Submit forms, releases from all previous owners and security interest holders, title, and fees to DMV.

If an odometer disclosure **IS NOT** required, you CAN replace and transfer the title at the same time:

1. Complete this form to match ownership information on the last title issued.
2. At least one current owner listed on DMV records must sign lines 16 or 17, or if there is a release from the owner(s) on DMV records, the new owner may sign line 18.
3. New owner, complete an Application for Title and Registration, Form 735-226.
4. Submit forms, releases from all previous owners and security interest holders, and fees to DMV.

**RESOURCES**

- ❖ Fees and forms are available at OregonDMV.com
- ❖ For further help with fees or to request forms, call (503) 945-5000.