



Texas Department
of Motor Vehicles

Texas Motor Vehicle Transfer Notification

VTR-346
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- ♦ You must submit this form **within 30 days of the vehicle's date of sale** to help protect yourself from liability for criminal or civil acts involving the vehicle and the buyer(s).
- ♦ When you submit this form, the motor vehicle record will be marked to show the vehicle has been sold.
- ♦ The more information you provide about the buyer(s), the more protection you may have from liability for the vehicle.
- ♦ Mail completed form to: **TxDMV Vehicle Titles and Registration Division, PO Box 26417, Austin, TX 78755-0417**

Seller Information - Type or print legibly				
Last Name or Business (as shown on Title)		First Name		MI
Address		City		
State / Province		ZIP / Postal Code	Phone	
Country (if out of U.S.)		E-mail		
Vehicle Information				
Plate Number	Year	Make	Model	
Vehicle Identification Number				
Title Document Number				
Buyer Information 1 - Provide as much buyer information as possible (up to two buyers may be listed).				
Last Name or Business		First Name		MI Phone
Address		City	State / Province	
ZIP / Postal Code		Country (if out of U.S.)		
Buyer Information 2 - If more than one buyer, provide information on the additional buyer.				
Last Name or Business		First Name		MI Phone
Address		City	State / Province	
ZIP / Postal Code		Country (if out of U.S.)		
Transfer Details				
Date of Sale:		Plates - Car or Light Truck (1 ton or less only)		
		Did you keep your plates? <input type="checkbox"/> Yes <input type="checkbox"/> No		

By my signature, I am notifying the Texas Department of Motor Vehicles that I sold or gifted the above vehicle, which was legally owned by me. I understand that the department will notate the transfer on the vehicle record, and that under Texas law the vehicle will remain in my name until the new owner transfers the title. State law makes falsifying information on this application a third-degree felony.

Signature of Seller _____

Date Signed _____

Keep a copy of this form for your records.