



## ELMORE COUNTY ASSESSOR

DEPT OF MOTOR VEHICLES  
150 SOUTH 4TH EAST, SUITE 2  
MOUNTAIN HOME, IDAHO 83647  
Phone (208) 587-2126 Ext. 504  
Fax (208) 587-1884

Ron Fisher, Assessor  
Terry Hughes, Chief Deputy

Darcy Parkhill, Supervisor  
Ext. 226

Date:

\_\_\_\_\_  
Lien holder

\_\_\_\_\_  
Mailing address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

An application has been made by the person(s) named below to register and title a vehicle in Idaho.

\_\_\_\_\_  
Applicant

\_\_\_\_\_  
Home phone

\_\_\_\_\_  
Work phone

\_\_\_\_\_  
Mailing address

\_\_\_\_\_  
City

\_\_\_\_\_  
State

\_\_\_\_\_  
Zip

\_\_\_\_\_  
Account or Loan Number

\_\_\_\_\_  
Year

\_\_\_\_\_  
Make

\_\_\_\_\_  
Model

\_\_\_\_\_  
Vehicle Identification Number

The applicant has stated the current vehicle title is being held by you as lien holder. Idaho requires the out-of-state certificate of title be surrendered before titling and registration can be completed.

Please submit the original title and photocopy of this letter to our address shown at the top of this form. ***If your lien is still active, it will be recorded on the Idaho title, which will in turn be mailed to you after processing. If your lien is no longer active, please release the lien on the title and surrender it to this office.***

Your customer will not be able to obtain a permanent registration in Idaho until the title you are holding is submitted.

Sincerely,

Deputy Assessor

**\*\*\*\*Note: If the applicant's vehicle is leased, please provide us with your Idaho lessor's tax collection ID# \_\_\_\_\_**