

OKLAHOMA TAX COMMISSION

MOTOR VEHICLE DIVISION

(405) 521-2519



_____, 20_____

To Whom It May Concern:

When a standard lien release form cannot be obtained, a statement from the secured party indicating the lien has been satisfied, may be accepted to release the lien. Please note the four (4) statutory requirements that **must** be contained in the statement.

1. Name of the Secured Party (**If successor by merger, succession papers must be attached.**);
2. Name of the Debtor (**If vehicle is leased, use the lessor's name and not the lessee.**);
3. Vehicle identification number (**VIN**) for a vehicle, hull identification number (**HIN**) for a boat or serial number for an outboard motor;
4. Notarized signature of the Secured Party's representative.

All information in the lien satisfied statement must be typed!

The original lien release statement must be submitted. However, a faxed copy may be accepted, provided the fax clearly originated from the lien holder.

Should you have any questions regarding the above, please contact our office at (**direct**) 405-521-3344, or (**in-state toll-free**) 800-522-8165, or through our website at www.tax.ok.gov.

Sincerely,

Motor Vehicle Division
Oklahoma Tax Commission