

SPECIALLY MARKED ENVELOPES – DETAILED EXAMPLES (Sent to VTR)

The following transaction types should be submitted in 8 ½" x 11" Specially Marked Envelopes or behind a colored cover sheet and labeled according to the type.

TYPE	DESCRIPTION
Apportioned RPO	All Registration Purposes Only Apportioned transactions.
NMVTIS	<p>Errors unable to be corrected by the county and sent to the department for review and removal of the NMVTIS HOLD.</p> <p>Any transaction with a BRAND HOLD, <u>even after</u> the transaction has been corrected to apply the brand.</p>
Red Flag	Suspicious documentation that suggests possible title fraud or odometer tampering.
Special Handling	<p>Any transactions with a Legal Restraint. (See “Types of Legal Restraints” on the following page.)</p> <p>Any transactions involving “switched ownership evidence” or “invalid VINs” with proof of the VIN validation (<i>VTR-68-A, VTR-270, pencil tracing, photograph, etc.</i>).</p> <p>Any transactions with a “STOLEN” remark on the record.</p> <p>Any transaction involving an application for Street Rod or Custom Vehicle license plates (<i>Form VTR-852</i>). The plate application and title transaction must remain together in this envelope. Do <u>NOT</u> separate.</p>
<p>Specialty Plate Applications</p> <p><i>(Only the plate application should be submitted in this envelope. Title transactions should stay within the bundle.)</i></p>	<p>Military (<i>Forms VTR-139, VTR-420, VTR-421, VTR- 422, VTR-423, VTR-424, VTR-615</i>).</p> <p>Mobile Amateur Radio Operator (<i>Form VTR-53</i>).</p> <p>Exempt Vehicles (<i>Forms VTR-62-A, VTR-62-BUS, VTR-62-E, VTR-62-EMS, VTR-62-F, VTR-62-L, VTR-119</i>).</p> <p>Firefighter/EMS (<i>Forms VTR-310, VTR-311, VTR-311, VTR-312</i>).</p> <p>Peace Officer (<i>Form VTR-406</i>).</p> <p>Organizational Membership (<i>Form VTR-415</i>).</p> <p>Surviving Spouse of a Veteran (<i>Form VTR-425</i>).</p> <p>Texas Constable (<i>Form VTR-426</i>).</p> <p>Classic (<i>Form VTR-850</i>).</p> <p>Personalized Dealer (<i>Form VTR-35-A</i>).</p> <p>Honorary Consul (<i>Form VTR-65</i>).</p> <p>Texas Agricultural (Go Texan) (<i>Form VTR-810</i>).</p>

TYPES OF LEGAL RESTRAINTS

Any transaction with any type of legal restraint should be submitted in a special handling envelope or behind a colored cover sheet.

TYPE	DESCRIPTION
CR2####	Previously used for Special Projects.
CR3####	Previously used to ensure applicants for title and antique plates on vehicles last titled out-of-state received a VIN inspection.
CR5#### and CR6####	Miscellaneous (examples include: title revocations, switched evidence, VIN verification, etc.).
CR7#### and CR8####	Contact TxDMV RSC prior to processing.
CR9####	Vehicle is required to be designated as Lemon Law/Manufacturer Buyback. The "Manufacturer's Buyback" remark should be added to the record prior to sending to the department. This legal restraint is no longer used, but may appear on existing records.
DC#### and DCYM	Database Cleanup Project.
OFFHWY	ATV/UTV vehicle. This legal restraint is no longer used, but may appear on existing records.
OP####	Vehicle is in litigation (dispute of ownership).
OR####	Owner Retained vehicle (total loss damage and owner retained salvage or non-repairable vehicle). Contact your TxDMV RSC for guidance prior to processing a transaction. This legal restraint is no longer used, but may appear on existing records.
ORNR	Owner Retained Nonrepairable Vehicle.
ORSAL	Owner Retained Salvage Vehicle.
RECOND	Vehicles with titles issued without the Rebuilt Salvage remark (formerly reconditioned). The "Rebuilt Salvage" remark should be added to the record prior to sending to the department. This legal restraint is no longer used, but may appear on existing records.
RPO	Special Project where a RPO was applied for, but original title was issued.
SALVAGE	Notified by State Farm the Texas title issued without the "Rebuilt Salvage" remark. The "Rebuilt Salvage" remark should be added to the record prior to sending to the department. This legal restraint is no longer used, but may appear on existing records.
TRSALVAGE	This legal restraint was part of a TxDMV cleanup/notification project and is no longer used, but may appear on existing records.
TSOS	Title Services Owner Surrendered - Owner on record has denied ownership of the vehicle and claims they never applied for a title for this vehicle. Contact your TxDMV RSC for guidance prior to processing a transaction.
<i>All Others</i>	<i>For miscellaneous restraints on vehicle records, please contact your local TxDMV Regional Service Center for research and analysis.</i>