Mechanic’s Lien Procedures

Special Note: First Notice sent prior to September 1, 2015

Vehicle is left for repair. A work order is signed.

Vehicle repairs are completed.

Mechanic notifies owner(s) and any lienholder(s) by certified mail, return receipt (or newspaper publication, if applicable).

Mechanic files a copy of the notice with a $25 administrative fee to the county tax assessor-collector.

County tax assessor-collector sends notice to the owner(s) and any lienholder(s) within 15 days.

Vehicle can be sold at public sale to the highest bidder if the charges remain unpaid.

Purchaser files title application with county tax assessor-collector.

Notice must include:
1) The amount of the charges due and a request for payment
2) Physical address of where the repairs were made
3) Legal name and tax payer or employer identification number
4) A copy of the signed work order

Application includes:
1) Form 130-U
2) Form VTR-265-M
3) Title and Registration Verification
4) Proof of Notifications
5) Liability Insurance
6) Copy of the Signed Work Order
7) Out of State Vehicles (if applicable):
   a. Texas Vehicle Inspection Report
   b. Weight Certificate (Commercial Vehicle)

Sale may occur on or after the 31st day after the mechanic sent notice to the owner and any lienholder(s).

Detailed explanation of procedures and requirements can be found in the TxDMV Motor Vehicle Title Manual or on page 2 of Form VTR-265-M.