Mechanic’s Lien Procedures

Special Note: First Notice sent on or after 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.

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

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.

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 files a copy of notice with the county tax assessor-collector.

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.