

Company Specific Annual Envelope Permit Replacement Request

Instructions

- The permit will only be replaced if you didn't receive the original within seven business days of its issue date. You must submit this form to TxDMV within 10 business days of the issue date. Email the completed form to: MCD_Permit_Time@txdmv.gov
- If TxDMV can verify you received the original permit, your request will be denied.
- Lost, misplaced, damaged, destroyed, or otherwise unusable permits will not be replaced. You will need to apply for a new permit.

Section 1 - Customer Information

Company Name		Customer Account Number		
Mailing Address		City	State	Zip
Contact Person	Phone Number	Email Address		

Section 2 - Permit Information

Annual Envelope Permit Number

Section 3 - Certification

Company Principal or Officer's Name		Phone Number		
Mailing Address		City	State	Zip

I certify that the Annual Envelope Permit referenced in Section 2 above was not received within seven business days of its issue date.

The replacement permit being issued will not be duplicated. Additionally, if the original permit is recovered, either the original permit or replacement permit will be returned to the department.



Signature of Principal or Officer

SWORN TO and SUBSCRIBED before me on this ____ day of _____
A.D. _____.

Notary Signature