



# Owner Retained Report

Vehicle Information				
Vehicle Identification Number	Year	Make	Body Style	Model
Title/Document Number (leave blank if unknown)		License Plate State and Number (if any)		

Insurance Company Information				
Insurance Company Name				
Address	City	State	Zip	
Authorized Agent First Name	Middle Name	Last Name	Suffix (if any)	
Email (optional)	Phone Number (optional)			

Claim Information				
Insured or Claimant's First Name (or Entity Name)	Middle Name	Last Name	Suffix (if any)	
Address	City	State	Zip	
Date of Claim Payment	Insurance Claim Number			

Damage Disclosure					
Type of Damage (Check all that apply): <input type="checkbox"/> Wrecked <input type="checkbox"/> Burned <input type="checkbox"/> Flood Damage <input type="checkbox"/> Stripped of Major Component Parts					
The motor vehicle described above meets the following definition as defined in Texas Transportation Code, Section 501.091: (Check One)					
<input type="checkbox"/> <b>Salvage Vehicle</b>			<input type="checkbox"/> <b>Nonrepairable Vehicle</b>		
Please identify whether any damaged major component part(s) can be repaired or must be replaced:					
Major Component Part	Repair	Replace	Major Component Part	Repair	Replace
Engine	<input type="checkbox"/>	<input type="checkbox"/>	Front Bumper	<input type="checkbox"/>	<input type="checkbox"/>
Transmission	<input type="checkbox"/>	<input type="checkbox"/>	Rear Bumper	<input type="checkbox"/>	<input type="checkbox"/>
Frame	<input type="checkbox"/>	<input type="checkbox"/>	Rear Driver Side Quarter Panel	<input type="checkbox"/>	<input type="checkbox"/>
Front Driver Side Fender	<input type="checkbox"/>	<input type="checkbox"/>	Rear Passenger Side Quarter Panel	<input type="checkbox"/>	<input type="checkbox"/>
Front Passenger Side Fender	<input type="checkbox"/>	<input type="checkbox"/>	Deck (Trunk) Lid	<input type="checkbox"/>	<input type="checkbox"/>
Hood	<input type="checkbox"/>	<input type="checkbox"/>	Tailgate	<input type="checkbox"/>	<input type="checkbox"/>
Driver Side Door	<input type="checkbox"/>	<input type="checkbox"/>	Hatchback	<input type="checkbox"/>	<input type="checkbox"/>
Driver Side Passenger Door	<input type="checkbox"/>	<input type="checkbox"/>	Truck Cab	<input type="checkbox"/>	<input type="checkbox"/>
Front Passenger Door	<input type="checkbox"/>	<input type="checkbox"/>	Body of Passenger Vehicle	<input type="checkbox"/>	<input type="checkbox"/>
Rear Passenger Door	<input type="checkbox"/>	<input type="checkbox"/>	Roof of Passenger Vehicle (if separate from the body)	<input type="checkbox"/>	<input type="checkbox"/>
Cargo Box (gross vehicle weight of 10,000 lbs. or less, including a truck)	<input type="checkbox"/>	<input type="checkbox"/>	Floor Pan of Passenger Vehicle (if separate from the body)	<input type="checkbox"/>	<input type="checkbox"/>

Certification – State law makes falsifying information a third degree felony		
<p>I, the authorized agent of the insurance company listed above, certify the insurance company paid a claim for the motor vehicle described above, the owner has retained the motor vehicle, and the motor vehicle meets the definition of a salvage or nonrepairable vehicle as indicated above. Further, I certify, the owner of the motor vehicle has been notified of this report and the requirements for operation or transfer of ownership of the motor vehicle.</p>		
Signature of Authorized Agent	Printed Name (Same as Signature)	Date

# Owner Retained Report

## Information

This form is required to be submitted by an insurance company paying a claim on a vehicle deemed salvage or nonrepairable that is retained by the owner. This report must be filed within 30 days if the insurance company does not acquire ownership of the vehicle. The insurance company must provide notice of this report to the vehicle owner and advise the owner of the conditions regarding the vehicle operation. Do not submit this form if the motor vehicle is not damaged to the extent that it meets the definition of a salvage or nonrepairable vehicle.

This report may be submitted electronically through [webSALVAGE](http://webSALVAGE) for insurance companies that create or have an account. Otherwise, this completed form must be submitted to the department at one of the following:

**Email:** TCS\_Mailbox@txdmv.gov

**Fax:** (512) 465-4124

**Mail:** Texas Department of Motor Vehicles  
Vehicle Titles and Registration Division  
ATTN: Title Control Systems  
Austin, Texas 78779-0001

## Definitions

A salvage motor vehicle:

- has damage to or is missing a major component part to the extent that the cost of repairs exceeds the actual cash value of the motor vehicle immediately before the damage. Cost of repair calculations may include parts and labor, but must exclude the cost of materials and labor for repainting the motor vehicle and sales tax on the total cost of repairs, or
- comes into this state under an out of state salvage motor vehicle title or similar out of state ownership document.

A salvage motor vehicle is not:

- an out of state motor vehicle with a "rebuilt," "prior salvage," or similar notation, or
- a nonrepairable motor vehicle, or
- a motor vehicle which an insurance company has paid a claim for the cost of repairing hail damage or theft unless the motor vehicle was damaged during the theft to the extent that the cost of repair exceeds the actual cash value immediately before the damage.

A salvage motor vehicle may not be registered or operated on a public highway until the vehicle has been repaired/rebuilt and a certificate of title branded "Rebuilt Salvage" has been issued.

A nonrepairable motor vehicle:

- is damaged, wrecked, or burned to the extent that the only residual value of the vehicle is as a source of parts or scrap metal; or
- comes into this state under a title or other ownership document that indicates the vehicle is nonrepairable, junked, for parts or dismantling only, or a similar notation.

A nonrepairable motor vehicle may not be repaired, rebuilt, reconstructed, or made operable for use on a public highway.

## Owner Notification Requirements

Insurance companies must send a notice to owners who retain a salvage or nonrepairable vehicle following payment of a claim. The notice to the owner must include the following information:

- The vehicle was reported to the Texas Department of Motor Vehicles as an owner retained salvage or nonrepairable vehicle, as applicable.
- The owner is required to apply for the appropriate salvage or nonrepairable title prior to selling or otherwise transferring ownership of the motor vehicle.
- The type of title the owner must obtain (Salvage Vehicle Title or Nonrepairable Vehicle Title).
- The registration to the motor vehicle is no longer valid, and the owner may not operate or permit operation of the motor vehicle on the public roads.
- If the vehicle is nonrepairable, the vehicle:
  - may never be registered, operated, or permitted to operate on public roads;
  - may only be used as a source for used parts or scrap metal;
  - may not be repaired, rebuilt, or reconstructed; and
  - may only be issued a Nonrepairable Vehicle Title.
- If the vehicle is salvage, the owner:
  - must apply to the Texas Department of Motor Vehicles for a Salvage Vehicle Title prior to repairing/rebuilding the vehicle;
  - may not operate the motor vehicle on the public roads until it has been repaired/rebuilt and retitled as a rebuilt salvage motor vehicle and properly registered; and
  - will be required to pay a \$65 Rebuilt Fee, \$28 or \$33 title application fee, and any applicable registration fees (if registering) at the time of application for a rebuilt salvage Texas title.