

Bulletin

D-09-11-08

DATE: September 19, 2011

BULLETIN TO: Tag & Title Services

FROM: Brenda Scheydt, Manager
Business Licensing and Consumer Services Division

RE: Use of MVA Forms – Out-of-State Lienholder Letter

This Administration has been notified that Tag and Title Services are altering the Out-of-State Lienholder Letter Form (VR-056) by replacing our information on the form with their name and address. While we realize the form has been used to request a Financial Institution forward the customer's title to their location, the form may not be used for this purpose.

Motor Vehicle Administration (MVA) forms may not be altered to include any misleading or false information. Altering MVA forms may give a Financial Institution the misconception they are sending the out-of-state title to a subsidiary of the MVA for processing. **Failure to adhere to this bulletin is a violation of Maryland Vehicle Law §15-606 (a) Prohibited Acts – “Misrepresentations on Forms” and which may be subject to a fine up to \$1,000 per violation.**

If you require any additional information, please contact Ms. Sarah Moore, Section Manager of Business Licensing at (410)424-3060 or by email to smoore1@mva.maryland.gov.