

# FACT SHEET

## Defaced Titles

This fact sheet has been developed by the Bureau of Motor Vehicles to assist in determining what constitutes a defaced certificate of title. Any one or a combination of the following items will require the vehicle owner or lienholder to apply for a duplicate certificate of title:

1. Purchaser's or seller's names or address listed in the wrong assignment spaces are unacceptable. However, it is acceptable to draw a single line through the incorrect information and note, "completed/signed in error" along with the notary's initials listed near the changes made on the title and attach a notarized affidavit explaining the error to the title application. If the information differs or the line is done in a manner that renders the information being changed unreadable to our examiners, the title is defaced.
2. Any other alteration of information listed on the reverse side of a certificate of title is unacceptable.
3. Any lien satisfaction alterations are unacceptable.
4. Correction of mileage disclosure information is unacceptable.
5. All erasures are unacceptable.
6. Use of whiteout or correction tape is unacceptable.
7. Folds, creases, tears, staple holes and other type of mutilations that have made the certificate of title's vehicle description or assignment information including odometer information unreadable are unacceptable.

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