



Replace/Convert Your MA Certificate of Title

Registry of Motor Vehicles · Title Division
P.O. Box 55885 · Boston, MA 02205-5889

Instructions

Follow the steps below to apply for a duplicate paper title or to convert your title format between paper and Electronic Vehicle Certificate of Title (E-Title). myRMV Account holders should complete the transaction online at [Mass.Gov/myRMV](https://www.mass.gov/myRMV). Vehicle owners should use this paper form only if they don't have a myRMV account.

Step 1: Check Your Title Details

Before submitting this paper application, check your current title details and status online at the [Check the status of your vehicle's title page](#) on Mass.Gov/RMV

Interested in E-Titles? To learn more about how electronic titling works and how to transfer an E-Title, visit the [Understanding E-Title webpage](#).

Step 2: Title Service Type

Find your current title type and desired title type in the table below to see exactly which sections of this application you need to complete. Select the transaction to be performed.

Current Title Type	Desired Title Type	Sections to Complete
☐ Paper Title	Paper Title	Sections A, B, C (<i>if applicable</i>), and D
☐ Paper Title	E-Title	Sections A and D
☐ Electronic Title (<i>E-Title</i>)	Paper Title	Sections A, B, C (<i>if applicable</i>), and D

Step 3: Gather Supporting Documentation

- **If Surrendering a Paper Title:** You must submit the original physical paper title attached to this application.
- **If Your Loan Has Been Satisfied (Lien Release):** Check with your lienholder (bank/lender) first to verify if they hold your physical title. If they do not, you must provide an original, signed lien release letter on official bank letterhead.
 - The letter must include: Vehicle Year, Make, Vehicle Identification Number (VIN), and all Titled Owner Names
 - **Note:** Faxes, photocopies, or digital prints are NOT accepted. Original physical lien releases are required regardless of the age of the loan.
- **If a Titled Owner Is Deceased:** You must submit a certified copy of the Death Certificate along with one of the following official documents:
 - Letter of Authority / Administration from Probate Court
 - Court Order
 - Affidavit of Surviving Spouse

Step 4: Fee & Payment

- Include the \$25.00 application fee.
- Make check or money order payable to: MassDOT (Do not send cash by mail).

Step 5: Submit Application

- **By Mail:** Send your completed application, supporting documents, and payment to the address listed at the top of the application.
- **In Person:** Bring your completed application and materials to any full-service RMV Service Center.

A. Owner and Vehicle Information

Registration Number	Year	Make	VIN Number <table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																					Title Number

Owner Name (Last, First, Middle) or Corp/Co Organization Name:

Owner's Address	City	State	Zip Code
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B. Mail Title To: (Paper Titles Only)**Where the Certificate of Title is mailed**

The RMV mails the Certificate of Title to the mailing address on record in the RMV system: the lienholder's address if the vehicle has a lien, or the owner's address if it does not.

Requesting a different mailing address

To have the paper title mailed to any other address, include the following with the application, based on who is applying:

- **Sole owner applying:** a photocopy of your license or ID
- **One of multiple owners applying:** a photocopy of the license or ID of every owner, plus a Power of Attorney (POA) from each co-owner who did not sign the application
- **Someone applying on the owner's behalf (for example, an agent):** a photocopy of the license or ID of every owner, plus a POA signed by each owner

☐ Check box if you are authorizing the RMV to change your mailing address on record in the RMV system

Mail to address below:

Name _____

Address _____

City _____ State _____ Zip Code _____

Note: If the title is to be mailed to a dealer, Section C must be completed.

C. Mail Paper Title to Dealer: (Only required if transferring ownership to dealership)

I/ We, the undersigned, hereby authorize the Registry of Motor Vehicles to mail to the dealership identified below a paper Certificate of Title to be issued in my name in order to transfer ownership of the motor vehicle described herein. Note, this form does not constitute a Power of Attorney or a Reassignment.

Name of Transferee/Dealer _____

Address _____

Dealer Registration Number	Year	Make	VIN <table border="1"><tr><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td><td></td></tr></table>																				

Signature(s) of Transferor(s)—Owner(s) as It Appear(s) on Title

Printed Name(s)	Date
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D. Signatures

I swear (affirm), under the penalties of perjury, that the information provided is true and correct. I am aware that false statements are punishable by fine, imprisonment, or both under M.G.L. Chapter 90, Section 24B.

I understand that if I recover an original Certificate of Title for which a replacement has been issued, I shall promptly surrender the original to the Registrar.

Signature of First Owner or Lienholder

Date

Printed Name of First Owner or Lienholder

Signature of Second Owner or Lienholder

Date

Printed Name of Second Owner or Lienholder