

REGISTRATION AND TITLING REQUIREMENTS FOR BRAND NEW VESSELS AND OUTBOARD MOTORS

New from Dealer/MFG or New Homemade	Vessel/Boat Application (PWD 143)	Outboard Motor Application (PWD 144)	Bill of Sale OR Invoice	Manufacturer's Statement of Origin OR Builder's Certificate	Receipt OR Proof of Taxes Paid	Affidavit of Fact (Form PWD 314)	Game Warden Inspection	Statement of Gift/Donation	Winner Notification	Receipt(s) for Materials	Title of Replaced Item	Company/Business Must Be the Applicant	Affidavit of Repossession (PWD 312)	Financial/Security Agreement	Inventory/Floorplan
Acquired as New from Texas Dealer/Manufacturer or New Homemade															
Vessel Purchased from Mfg/Dealer	X		X	X											
Outboard Motor Purchased from Mfg/Dealer		X	X	X											
Homemade Vessel	X					●	X			●					
Gifts/Donation - Vessel	X		●	X				●							
Gifts/Donation - Outboard Motor		X	●	X				●							
Prizes/Lottery/Raffle - Vessel	X		■	X	■			■	X						
Prizes/Lottery/Raffle-Outboard Motor		X	■	X	■			■	X						
Replacement - Vessel	X		X	X	X	X					IA				
Replacement - Outboard Motor		X	X	X	X	X					IA				
Non-Recorded Lien Holder Repossession - Vessel	X			X								X	X	X	IA
Non-Recorded Lien Holder Repossession - Outboard Motor		X		X								X	X	X	IA
Acquired as New Outside of Texas from Dealer/Manufacturer or New Homemade															
Vessel Purchased from Mfg/Dealer	X		X	X											
Motor Purchased from Mfg/Dealer		X	X	X											
Homemade Vessel	X					●	X			●					
Gifts/Donation - Vessel	X		●	X				●							
Gifts/Donation - Outboard Motor		X	●	X				●							
Prizes/Lottery/Raffle - Vessel	X		■	X	■			■	X						
Prizes/Lottery/Raffle - Outboard Motor		X	■	X	■			■	X						
Non-Recorded Lien Holder Repossession - Vessel	X			X								X	X	X	IA
Non-Recorded Lien Holder Repossession - Outboard Motor		X		X								X	X	X	IA

Forms available at www.tpwd.state.tx.us/boat/forms.htm

For additional explanation of the requirements listed above, or to find the office nearest you, or to have forms mailed, please call either 1-800-262-8755 or 1-512-389-4828.

Description of Required Documents

Vessel/Boat Application: Title & Registration, Registration for USCG, or Sales Tax Only (Form PWD 143) - is used to request a Texas title and/or registration for a vessel/boat or to pay sales tax only on vessels 65 and under.

Outboard Motor Application: Title or Sales Tax Only (Form PWD 144) - is used to request a Texas title for an outboard motor or to pay sales tax only on an outboard motor.

Power of Attorney (Form PWD 1055) - is a legal document used to designate a representative (individual or company) to conduct business on behalf of another. Signatures must be notarized.

Letter of Authorization (Form PWD 581) - is used to designate another person to submit and pick up associated paperwork when the owner of record or applicant/purchaser can not come in person. In lieu of the form PWD 581 a hand written letter from the owner of record or applicant/purchaser is acceptable. This letter must include a statement authorizing someone other than the owner of record applicant/purchaser to conduct a specific registration and titling transaction for the owner of record applicant/purchaser, the name of the person authorized to do business for the owner of record or applicant/purchaser, a description of the vessel and/or outboard motor (make, TX or serial number, and year built), and the signature of the owner of record or applicant/purchaser.

Bill of Sale or Invoice - is required for every transfer of ownership. One of the following is acceptable to meet the bill of sale or invoice requirement:

- (1) Form PWD 143/144 application - tax affidavit must be completed and signed by the seller, OR
- (2) Handwritten Receipt or Sales Invoice - must contain date of sale, sales price (DO NOT include sales price of trailer), description of vessel and/or outboard motor (make, TX or serial number and year built), purchaser(s) name, and seller(s) signature.

Manufacturer's Statement of Origin or Builders Certificate - is a document issued by the manufacturer provided by a marine dealer and/or manufacturer to assign the vessel and/or outboard motor to the purchaser. The MSO contains a complete description of the vessel or outboard motor including the make, serial number, year built, and horsepower. The MSO must be properly assigned. Properly assigned means all information is correct and complete with purchaser's name and address, lien holder information if applicable and signature of the seller (manufacturer/dealer).

Receipt OR Proof of Taxes Paid - Tax must be paid by the winner/applicant for the purchase price of the vessel and/or outboard motor UNLESS the sponsor of the event paid the tax. If the sales tax was paid by the sponsor, proof is required. Submit documentation such as a receipt from a county or governmental agency which shows that sales or use tax has been paid for the item in question.

Description of Required Documents (Continued)

Affidavit of Fact (Form PWD 314) - is used to provide explanations of specific situations. All affidavits must include (1) the date of the statement, (2) the description of the vessel and/or

The specific situations below require the following information:

* **MANUFACTURER'S STATEMENT OF ORIGIN ASSIGNMENT ERROR** - An affidavit is required when an error or alteration has been made on the original MSO assignment. The affidavit must be completed and signed by the seller (manufacturer/dealer) and specify what information needs to be corrected and why.

* **HOMEMADE VESSEL RECEIPTS FOR MATERIALS** - If receipts for material used to build the vessel are unavailable, submit a statement that the vessel is homemade, list the materials used to create the vessel and why the receipts for the materials are not available. The affidavit must be completed and signed by the individual who built the vessel.

* **REPLACEMENT DUE TO DEFECT** - An affidavit is required stating what item(s) are being replaced by the dealer or manufacturer and the nature of the defect or circumstances why the item(s) was replaced. Also, include whether the replacement was an even trade or the price of the item initially bought and the price of the item replaced. This situation typically occurs when items are covered by a warranty. The affidavit must be signed by the company/individual authorized to replace the item.

Pencil Tracing of Serial Numbers (Form PWD 504) - may be required when verification of hull identification (HIN) and/or outboard motor identification (MIN) number is necessary. You must attempt to trace these number(s) by placing the form PWD 504 on top of the serial number(s) and rub a pencil across the paper so that an impression appears on the form. If the number(s) are not clearly legible after tracing, please write the number(s) in the area provided. In lieu of the pencil tracing you may

* For any titling or registration transaction, a vessel and or outboard motor must have its identifying serial number attached to the vessel or outboard motor. If the vessel or outboard motor does not have a serial number, an appointment must be made with a Game Warden to inspect the item and either a new number will be assigned or the old one verified and reattached. Contact your local TPWD Law Enforcement Office to make an appointment with a Game Warden for inspection. Affidavit for Proof of Ownership of Vessel or Outboard Motor (Form PWD 736) is required to be completed and signed by the Game Warden.

Game Warden Inspection - is required to register and title a homemade vessel. Affidavit for Proof of Ownership of Vessel or Outboard Motor (Form PWD 736) must be completed and signed by a Game Warden. Contact your local TPWD Law Enforcement Office to make an appointment with a Game Warden for inspection. The vessel must be present for inspection. A hull identification number will be assigned and is required to be permanently affixed to the vessel.

Description of Required Documents (Continued)

Statement of Gift/Donation - is used when the Tax Affidavit is not already completed and signed by the seller on the PWD 143 and/or PWD 144 applications. The Statement of Gift/Donation must include:

- (1) Statement that the vessel/outboard motor was given as a gift or donated,
- (2) Date of gift/donation,
- (3) Description of vessel and/or outboard motor (make, TX or serial number and year built),
- (4) List the name of Donee and
- (5) Signature of Donor.

Winner Notification - is a document provided by the sponsor of the event describing how the vessel/outboard motor was acquired (describing whether this was won as a prize, lottery, or raffle), who sponsored the event, and the full name of the winner of the event, description of the vessel/outboard motor (make, TX or serial number, and year built).

Receipt for Materials - The original or xerox copies of the receipts for materials purchased to build the vessel are required to be submitted.

Title of Replaced Item - If the vessel/outboard motor is not repairable, the title must be surrendered to TPWD with a written request for cancellation explaining its destruction. The manufacturer must complete the request.

Company/Business Must Be Applicant -

- (1) In the event that a claim is paid by an insurance company for a stolen or damaged vessel/outboard motor the insurance company must transfer ownership into the insurance company name prior to subsequent transfer of ownership.
- (2) A non-recorded lien holder who repossesses a vessel/outboard motor is required to title in their name prior to subsequent transfer of ownership.
- (3) A pawn shop who takes possession of vessel/outboard motor according to the Texas Pawn Act must title in their name prior to subsequent transfer of ownership unless the pawn shop holds a current Marine Dealers license.

Affidavit for Repossessed Boat and/or Outboard Motor (Form PWD 312) - is used by a lien holder to repossess a boat and/or outboard motor because of failure of the boat and/or outboard motor owner to meet the terms of their financial obligation.

Financial/Security Agreement - may include a Security Retail Agreement, Chattel Mortgage or "Floor Plan". Documents should include a description of the vessel and/or outboard motor (make, TX or serial number, year built) and signature of borrower.

Inventory/Floor Plan - financial agreement between a lender and the borrower which provides the location and detailed description of the inventory included in the financial agreement.