

**TEXAS PARKS AND WILDLIFE DEPARTMENT REGISTRATION AND TITLING REQUIREMENTS FOR
VESSEL AND OUTBOARD MOTOR RENEWALS, CHANGES/CORRECTIONS, DUPLICATES**

<p>On TPWD Record</p> <p>Maintenance of Existing Record: Renew Registration, Replacement(s), Change(s), and Correction(s)</p> <p>Legend X = Required Item. ● = One of the Two Marked is a Required Item. IA = If Applicable or If Available.</p> <p>All of the blank TPWD forms may be copied. However, when submitted, all signatures (on all documents) must be original.</p>	Vessel/Boat Records Maintenance (PWD 143M)	Outboard Motor Records Maintenance (PWD 144M)	Request to Release a Lien, Add a New Lien, or Correct a Lien (PWD 403)	Renewal Notice/Request for Renewal	Letter of Authorization	Written Notification	Affidavit of Fact (PWD 314)	Texas Vessel Title	Texas Outboard Motor Title	Statement that title has been lost or destroyed	Release of Lien	Legal Document(s)	Pencil Tracing of Serial Numbers (PWD 504)	Assess Fee	No Fee Assessed	
	TPWD Record Exists - Vessels and Outboard Motors Titled															
	Renewal of Vessel in Your Name	●			●											X
	Renewal of Vessel in Another Owner's Name	●			●	X										X
	Renewal with Address Change of Vessel in Your Name	●			●											X
	Renewal with Address Change of Vessel in Another Owner's Name	●			●	X										X
	Replacement or Additional Certificate of Number ID Card(s)	X													●	●
	Replacement Registration Decals	X													●	●
	Replace Lost or Destroyed Title - Vessel/Boat	X													●	●
	Replace Lost or Destroyed Title - Outboard Motor		X												●	●
	Owner Legal Name Change - Vessel	X							●		●		X		X	
	Owner Legal Name Change - Outboard Motor		X							●	●		X		X	
	Owner Name Correction - Vessel	X						X	●		●				X	
	Owner Name Correction - Outboard Motor		X					X		●	●				X	
	Owner Name Correction (Dept Error) - Vessel	X							●		●					X
Owner Name Correction (Dept Error) - Outboard Motor		X							●	●					X	
Owner Address Change & Print New Card - Vessel	●					●								X		
Owner Address Change Without New Card - Vessel	●					●									X	

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.

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TPWD Record Exists - Vessels and Outboard Motors Titled (Continued)															
Owner Address Change - Outboard Motor		X						●		●					X
Release a Lien - Vessel			X					●		●	X				X
Release a Lien - Outboard Motor			X						●	●	X				X
Add a Lien - Vessel			X					●		●					X
Add a Lien - Outboard Motor			X						●	●					X
Lien Holder Correction - Vessel			X				X	●		●	IA				X
Lien Holder Correction - Outboard Motor			X				X		●	●	IA				X
Lien Holder Correction (Dept Error) - Vessel			X					X			IA				X
Lien Holder Correction (Dept Error) - Outboard Motor			X						X		IA				X
Vessel Description Correction	X						X	●		●			IA		X
Outboard Motor Description Correction		X					X		●	●			IA		X
Vessel Description Correction (Dept Error)	X							X					IA		X
Outboard Motor Description Correction (Dept Error)		X							X				IA		X
TPWD Record Exists - Vessels Registered But Not Titled															
Renewal of Vessel in Your Name	●			●											X
Renewal of Vessel in Another Owner's Name	●			●	X										X
Renewal with Address Change of Vessel in Your Name	●			●											X
Renewal with Address Change of Vessel in Another Owner's Name	●			●	X										X

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TPWD Record Exists - Vessels Registered But Not Titled (Continued)

Replacement or Additional Certificate of Number ID Card(s)	X													●	●
Replace Decals - Duplicate Validation Decals	X													●	●
Owner Legal Name Change - Vessel	X											X		X	
Owner Name Correction - Vessel	X						X							X	
Owner Name Correction (Dept Error) - Vessel	X														X
Owner Address Change & Print New Card - Vessel	●					●								X	
Owner Address Change Without New Card - Vessel	●					●									X
Vessel Description Correction	X						X						IA	X	
Vessel Description Correction (Dept Error)	X												IA		X

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Description of Required Documents:

Vessel/Boat Records Maintenance (Form PWD 143M) - is used to renew TX vessel/boat registration; replace a lost or destroyed vessel/boat title, registration decals or Certificate of Number ID Card; obtain additional ID cards; or make changes or corrections to your name, mailing address or vessel/boat description.

Outboard Motor Records Maintenance (Form PWD 144M) - is used to replace a lost or destroyed outboard motor title, or to make changes or corrections to your name, mailing address or outboard motor description.

Description of Required Documents (Continued):

Request to Release a Lien, Add a New Lien, or Correct a Lien (Form PWD 403) - is used to release, add or correct lien information to an existing record.

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.

Renewal Notice/Request for Renewal - You may submit the renewal notice provided by TPWD or you may write a letter including your TX number, current mailing address and signature and submit it with a check or money order for the renewal fee. Mail renewal notice OR letter and fee to TPWD, 4200 Smith School Road, Austin, TX 78744.

Texas Vessel Registration Fees

Less than 16 feet in length	\$30.00
16 feet but less than 26 feet in length.	\$50.00
26 feet but less than 40 feet in length.	\$70.00
40 feet in length and over	\$90.00
Livery vessel (less than 16 feet in length).	\$30.00

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 applicant/purchaser is acceptable. This letter must include a statement authorizing someone other than the owner of record or applicant/purchaser to conduct a specific registration and titling transaction for the owner of record or 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.

Written Notification - If you want to change the address of a TPWD vessel/boat record that is in your name, you may use form PWD 143M OR write a letter including your boat TX Number and/or serial number, current mailing address, new mailing address, and signature. Mail the letter to Texas Parks & Wildlife Department, 4200 Smith School Road, Austin, Texas, 78744.

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 outboard motor (make, TX or serial number, and year built), (3) details explaining your situation, (4) required signature.

The specific situations below require the following information:

***Owner/Lien Holder/Description Corrections** - When the boat/outboard motor record contains an error on the owner/lien holder name, or description, an affidavit from the titled owner or lien holder must be submitted specifying what information needs to be corrected and why.

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Description of Required Documents (Continued):

Texas Vessel Title - Certificate of Title is a negotiable document for a vessel which shows description, name and address of owner and (if any liens) lien holder information.

Texas Outboard Motor Title - Certificate of Title is a negotiable document for an outboard motor which shows description, name and address of owner and (if any liens) lien holder information.

Statement that title has been lost or destroyed - You are required to surrender the existing Certificate of Title unless it is lost or destroyed. If the title is lost or destroyed, the owner/lien holder must indicate so by selecting the applicable box on the form PWD 143M/144M or form PWD 403.

Release of Lien - To remove a recorded lien, a release of lien must be provided. One of the following formats is acceptable to meet the release of lien requirement:

- (1) Form PWD 403 (release of lien section completed), or
- (2) Form PWD 231, or
- (3) The recorded lien holder signs and dates the release of lien on the actual Certificate of Title, or
- (4) Release of Lien on recorded lien holder's letterhead or prescribed form that includes: Description of the vessel and/or outboard motor (make, TX or serial number and year built), title number if available, owner(s) name, statements that the debt has been paid in full and/or the financial institution no longer has an interest in the vessel and/or outboard motor, and be signed by a representative authorized to release the lien, and the firm's name. The lien holder's signature must be notarized.

Legal Documents - includes, but is not limited to, the following support documents:

- (1) divorce decree,
- (2) for a legal name change, a certified copy of the court order,
- (3) for a name change due to marriage, a copy of the marriage certificate,

All court issued documents must be original or certified original by the court.

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 attach a photograph of the serial number(s) to the form PWD 504. If a photograph is supplied, the number(s) must be legible in the photo. The form PWD 504 must be signed by the applicant/purchaser or the seller/donor. A notarization to this form is no longer a requirement.

* 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.