



# Request to Release a Lien, Add a New Lien or Correct a Lien (PWD 403)

This form is used to release, add or correct existing lien information. If your title is lost or destroyed and there are no changes to lien information, use form(s) PWD 143M and/or PWD 144M. You must submit a separate form for each vessel/boat or outboard motor title request. Complete in blue or black ink. Titles print 21 days after being processed and are mailed from TPWD HQ.

### Select the transaction you are requesting:

- A. Release a Lien (original title is attached) – Fee \$25** A new title will be printed with the lien removed. The title will be mailed to the owner of record. The lien holder must sign the lien release on the title (see Section N for alternate release of lien).
- B. Release a Lien (title has been lost or destroyed) – Fee \$25** A new title will be printed with the lien removed. The title will be mailed to the owner of record. See Section N for release of lien requirements.
- C. Quick Title Service – Fee \$35 – Total title fee \$60** For an additional \$35 you can expedite the printing of a replacement title. Quick titles print one day after processing and are mailed from TPWD HQ.
- D. Add a Lien (original title is attached) – Fee \$25** A new title will be printed and mailed to the lien holder of record. If you need to release an existing lien and add a new lien, check Sections A and D. The total fee is \$25.
- E. Add a Lien (title has been lost or destroyed) – Fee \$25** A new title will be printed and mailed to the lien holder of record. If you need to release an existing lien and add a new lien, check Sections B and E. The total fee is \$25.
- F. Change a Lien (original title is attached) – Fee \$25** Select this section if you want to correct existing lien holder information. A new title will be printed and mailed to the lien holder of record.
- G. Change a Lien (title has been lost or destroyed) – Fee \$25** Select this section if you want to correct existing lien holder information. A new title will be printed and mailed to the lien holder of record.
- H. Correction – Processor Error (original title is attached) – Fee \$0** You will not be charged to correct a TPWD error. A new title will be printed and mailed to the lien holder of record or to the owner of record if no lien is recorded.  
Indicate the type of correction needed:  Release Lien  Change Lien  Add Lien
- I. Correction – Processor Error (title has been lost, destroyed or not printed) – Fee \$0** You will not be charged to correct a TPWD error. A new title will be printed and mailed to the lien holder of record or to the owner of record if no lien is recorded.  
Indicate the type of correction needed:  Release Lien  Change Lien  Add Lien

### J. Vessel or Outboard Motor Information (must be completed):

Please select one of the following (if you need to update more than one title, submit a separate form PWD 403):

Vessel/Boat Title or  Outboard Motor Title

Vessel TX # or Motor TX/M # (if known): TX - _____	Make: _____
HIN/MIN or Serial #: _____	Year Built: _____ Horsepower – motor only: _____

### K. Owner of Record Information (must be completed):

Owner Name: \_\_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_ Zip: \_\_\_\_\_

Address Correction:  Yes  No

### L. Lien Holder Information (if adding or correcting lien info):

Lien Holder Name: \_\_\_\_\_

Lien Date (mm/dd/yy): \_\_\_\_ / \_\_\_\_ / \_\_\_\_

Address: \_\_\_\_\_

City: \_\_\_\_\_ State: \_\_\_\_\_ Zip: \_\_\_\_\_

Address Correction:  Yes  No

**M. Signature of Owner of Record or Owner's Lawful Representative:** I am the recorded owner of the above described vessel/outboard motor, and state that the Certificate of Title covering said vessel/outboard motor has been lost or destroyed or is attached. I state that in consideration of the issuance of a Certificate of Title in this situation, I hereby indemnify and hold harmless Texas Parks and Wildlife Department, its employees and officers from and against all claims, demands, and judgments because of or in connection with the issuance of this replacement Certificate of Title.

I hereby certify that all statements in this document are true and correct to the best of my knowledge and belief.

Company Name (if applicable): \_\_\_\_\_

Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

Daytime Phone Number: (\_\_\_\_) \_\_\_\_\_ (in case we have questions and need to contact you)

**N. Release a Lien - Signature of Lien Holder:** In lieu of the lien holder's signature on original title, the lien holder of record may complete this section or the lien holder of record may provide a signed, notarized letter on company stationary stating the lien has been released for this vessel/outboard motor. The vessel/outboard motor description must be clearly identified in the letter from the lien holder of record.

I hereby certify that no lien exists; or that the lien or encumbrance is hereby released, full payment to satisfy the lien having been received by the below mentioned party (parties) and that such lien may be removed from the Certificate of Title.

Lien Holder Name: \_\_\_\_\_

(if company name has changed, show complete progression of name changes – "aka", "fka" or "nka")

Signature: \_\_\_\_\_ Printed Name: \_\_\_\_\_ Date: \_\_\_\_\_

Daytime Phone Number: (\_\_\_\_) \_\_\_\_\_ (in case we have questions and need to contact you)

Notary Stamp/Seal

Signature of Notary: \_\_\_\_\_ Printed Name of Notary: \_\_\_\_\_

Subscribed and sworn before me this \_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, in \_\_\_\_\_ County, Texas.

### O. Enter the Amount of Payment Enclosed: \$

**WARNING:** Falsifying information on documents is a punishable offense. Texas Penal Code, Chapter 37, Section 37.10. Any person who knowingly makes a false entry in, or false alteration of a governmental record is guilty of a felony of the third degree, punishable by confinement in jail for any term of not more than 10 years or less than two years and punished by a fine not to exceed \$10,000.

Texas Parks and Wildlife Department maintains the information collected through this form. With few exceptions, you are entitled to be informed about the information we collect. Under Sections 552.021 and 552.023 of the Texas Government Code, you are also entitled to receive and review the information. Under Section 559.004, you are also entitled to have this information corrected.