



September 15, 2016

Registration and Title Bulletin # 005-16 General Information

TO: All Insurance Companies and Salvage Pool Operators

SUBJECT: Changes to Insurance and Salvage Industry Specific Forms and Processes

PURPOSE

To advise you of forms that have been revised, eliminated, and created resulting in changes to policy and/or procedures.

DETAILS

The *Statement of Fact for Out-of-State Evidence* (Form VTR-221) is used when an insurance company has obtained a vehicle following payment of a claim, and the vehicle was last titled outside of Texas. Form VTR-221 is used in conjunction with *Application for Salvage or Nonrepairable Vehicle Title* (Form VTR-441).

Form VTR-331-A is only used by insurance companies to apply for a Texas title following payment of a claim when they are unable to obtain a title or a proper assignment on the title.

Form VTR-331 is used to apply for a salvage or nonrepairable Texas title by:

- insurance companies following payment of a claim when they are unable to obtain a title or proper assignment on the title and
- salvage pool operators following insurance denial of a claim where neither the insurance company nor owner removes the vehicle from the salvage pool operator's facility.

Effective immediately, Forms VTR-221, VTR-331, and VTR-331-A are eliminated. Form VTR-441 has been revised, and the *Insurance Company Statement of Fact* (Form VTR-331-INS) and the *Salvage Pool Operator Statement of Fact* (Form VTR-331-SPO) have been created as non-secure forms, which are now available for use.

In lieu of Form VTR-221, Form VTR-441 was revised to facilitate the collection of information previously required on Form VTR-221 and to provide content in a clear, organized manner with defined sections to facilitate completion of the form.

In lieu of insurance companies using Form VTR-331-A to apply for a Texas title or Form VTR-331 to apply for a salvage or nonrepairable title, Form VTR-331-INS is used for any title application following payment of a claim when they are unable to obtain a title or proper assignment on the title. This change facilitates streamlining for insurance companies since the same form can now be used regardless of the type of title application and eliminates the need to maintain an inventory of the secure Form VTR-331-A. The requirements for applying for the applicable title type are located on Form VTR-331-INS. Existing requirements of insurance companies are not changing with the change in forms except that insurance companies are no

longer required to submit a title and/or registration verification when transferring ownership of a vehicle into their name under this process.

In lieu of salvage pool operators using Form VTR-331 to apply for a salvage or nonrepairable title, Form VTR-331-SPO is used following insurance company denial of a claim where neither the insurance company nor owner remove the vehicle from the salvage pool operator's facility. This change facilitates an industry specific form for obtaining a title in the name of the salvage pool operator and removes concurrent use of a form by insurance companies as was the case with Form VTR-331. Existing requirements of salvage pool operators are not changing with the change in forms.

Existing versions of Form VTR-441, Form VTR-331, and Form VTR-331-A remain acceptable. However, if these existing versions are used, a separate Form VTR-221 will be required if the vehicle was last titled outside of Texas. We strongly encourage use of the updated forms as soon as possible to facilitate streamlining your processes and eliminating an unnecessary form.

We will be notifying county tax assessor-collectors of the change from the secure VTR-331-A to the non-secure VTR-331-INS and include instructions regarding the existing Form VTR-331-A remaining acceptable.

STAKEHOLDER ACTION

Please review the revised Form VTR-441 and the new Forms VTR-331-INS and VTR-331-SPO, which are attached for your convenience. Each of these forms may be used immediately and are also available online at www.TxDMV.gov.

CONTACT

If you have any questions, please contact your local TxDMV Regional Service Center.

Sincerely,



Jeremiah Kuntz, Director
Vehicle Titles and Registration Division

JK:TT:TH

Attachments