



December 13, 2018

Registration and Title Bulletin # 009-18 Policy and Procedure

TO: All County Tax Assessor-Collectors

SUBJECT: Acceptance of Electronic Signatures by County Tax Assessor-Collectors

PURPOSE

To provide information regarding the acceptability of electronic signatures.

DETAILS

Senate Bill 1062, passed during the 85th Legislative Session, required the Texas Department of Motor Vehicles (TxDMV) to adopt rules by January 1, 2019, to establish a process to accept electronic signatures on secure documents. In accordance with Senate Bill 1062, the department adopted rules regarding the use of electronic signatures, which are effective January 1, 2019.

An electronic signature may only be used on a secure document if the secure document is submitted to the county tax assessor-collector's office through webDEALER. An electronic signature on a secure document will not be accepted if the document is physically submitted to the county tax assessor-collector's office. Secure forms include the following forms and their out of state equivalent:

1. A secure title document,
2. *Dealer's Reassignment of Title for a Motor Vehicle* (Form VTR-41-A),
3. *Auction Sales Receipt* (Form VTR-71-1), and
4. *Power of Attorney for Transfer of Ownership to a Motor Vehicle* (Form VTR-271-A).

If a secure form is submitted through webDEALER initially but the transaction must be completed with physical documents, electronic signatures will not be accepted on the secure documents. The entity submitting the transaction will be required to obtain wet ink signatures on the applicable secure documents.

An electronic signature may be used on any non-secure document submitted to a county tax assessor-collector's office, whether submitted electronically through webDEALER or physically provided on the paper document.

The electronic signature must match the signer's printed name. An electronic signature physically printed or electronically affixed on any document submitted to the county tax assessor-collector's office must identify the signature is an electronic signature.

COUNTY ACTION

Do not accept an electronic signature on a secure document if it is not submitted via webDEALER.

Accept electronic signatures on all non-secure documents whether electronically submitted via webDEALER or physically submitted on paper.

CONTACT

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

Sincerely,

A handwritten signature in blue ink, appearing to read "Jeremiah Kuntz", with a stylized flourish extending to the right.

Jeremiah Kuntz, Director
Vehicle Titles and Registration Division

JK:TT:EG