



February 28, 2019

Registration and Title Bulletin # 001-19 Policy and Procedure

TO: All County Tax Assessor-Collectors and Insurance Companies

SUBJECT: **Elimination of Requirement for Proof of Paid Claim**

PURPOSE

To provide you with information regarding the elimination of the requirement for proof of paid claim in conjunction with an *Insurance Company Statement of Fact* (Form VTR-331-INS).

DETAILS

An insurance company licensed to do business in Texas that acquires ownership of a motor vehicle through payment of a claim may apply for a regular Texas title, Salvage Vehicle Title, or Nonrepairable Vehicle Title without obtaining the vehicle ownership document or proper assignment on the vehicle ownership document under the following conditions:

- the motor vehicle has been issued a certificate of title;
- at least 30 days have passed since the date of payment of the claim; and
- the insurance company provides at least two written notices to the last known address of each owner, and lienholder if applicable, requesting the vehicle's ownership document and/or proper assignment of that document.

Previously when this situation applied, an insurance company completed an *Insurance Company Statement of Fact* (Form VTR-331-INS), in addition to the appropriate title application and supporting documentation, and provided proof of a paid claim.

Effective March 06, 2019, proof of paid claim is not required with Form VTR-331-INS.

Form VTR-331-INS has been revised to remove this requirement and is available for use. Existing versions of the form remain acceptable for use; however, the proof of paid claim requirement does not apply if an existing version of the form is used, and the application is submitted on or after March 06, 2019.

COUNTY ACTION

Please do not reject title applications submitted by, or on behalf of, insurance companies supported by Form VTR-331-INS when proof of paid claim is not provided with applications submitted on or after March 06, 2019.

Please review the revised Form VTR-331-INS, which is attached for your convenience.

CONTACT

If you have any questions, please contact your local Texas Department of Motor Vehicles Regional Service Center.

Sincerely,

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

Jeremiah Kuntz, Director
Vehicle Titles and Registration Division

Attachment

JK:TT:KK