

**Kansas Department of Revenue  
Manual Title Application**

*Mail or take completed application to the County Treasurer's Motor Vehicle Office.  
DO NOT send cash. Checks and money orders accepted.*

**Check One:**

- Replacement (\$10.00)                       Add Lien (\$11.50)                       Replace and Add Lien (\$21.50)  
 Remove Lien (\$10.00)                       Replace and Remove Lien (\$20.00)

**If replacing a title, check reason for replacement:**

- Lost                       Mutilated (attach title)                       Has become Illegible (attach title)

**Owner Information:**

**KS Driver's License #, Kansas ID # or FEIN**

**Name**

\_\_\_\_\_

\_\_\_\_\_

**IRP/CMV Acct. #**

**US DOT #**

**Address**

\_\_\_\_\_

Street Address

City

State

Zip

**Phone Number:** \_\_\_\_\_ **Email Address:** \_\_\_\_\_

**Vehicle Information:**

VIN: \_\_\_\_\_ Year: \_\_\_\_\_ Make: \_\_\_\_\_

License Plate Number: \_\_\_\_\_ Vehicle is/was titled in the County of: \_\_\_\_\_ KS

**Address to Mail Title (Complete information only if the address above is not where you want your title to be mailed):**

\_\_\_\_\_

Name

Street Address

City

State

Zip

**1<sup>st</sup> Lien Holder Information:**

Name \_\_\_\_\_

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

Street Address

City

State

Zip

**2<sup>nd</sup> Lien Holder Information:**

Name \_\_\_\_\_

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

Street Address

City

State

Zip

By my/our signature(s), I/we swear that I/we are the owner(s) of the above listed vehicle, that all liens and encumbrances, if any, are listed and that all information state here in is true and correct. I/we are aware that the law provides severe penalties for making false statement under oath.

**Signature(s) of Registered Owner(s):**

\_\_\_\_\_ Date: \_\_\_\_\_

\_\_\_\_\_ Date: \_\_\_\_\_

## **Instructions**

Kansas is an electronic title state. An Add Lien or Replacement title is not printed due to the lien listed on the vehicle record. If a lienholder is shown on the registration receipt, there is a lien/loan on the vehicle record. Only vehicles with no lien holder will have a paper title issued.

**Replacement:** Replaces lost, mutilated or illegible title.

**Add Lien:** Adds a lien holder to a title (attach title).

**Remove Lien:** Removes the lien from the title (attach title).

- Signatures of the owners must match the names on the face of the current Kansas title record.
- To remove an existing lien, a notarized lien release is required.
- Record the name and address of the secured party/lienholder, if applicable.
- A copy of the security agreement is not necessary.
- If a legal document or power of attorney is used, please attach it to the application.
- Missing signatures will void this application.
- If two or more persons are shown on the face of the title as owners with an ‘and’ between the names, all persons must sign this application.
- Vehicles with a GVWR of 26,000 lbs or less cannot use this form to add a second lien. Please use the Refinance Secured Title Application, form TR-720R.
- If a replacement title is being requested, attach the current title to this application if the reason selected is mutilated or has become illegible.
- You must provide a phone number as this is a required field.
- Please include your area code when entering your phone number.
- If someone other than the owner of the vehicle presents this form to pick up the title, they will need to supply a signed Power of Attorney document. Otherwise, the title will be sent to the address listed on this form.