## Revised Court Order Process - Effective July 1, 2013 Customer makes initial inquiry to the Clerk of Courts **Auto Title Division** Customer reviews BMV 3753 Information Sheet to determine if their situation may be reviewable by the BMV. If YES, Customer submits required If NO, Customer is given a court order packet to begin Court Order Title Process. There can be no assurance evidence to the BMV in accordance to the BMV 3753 form. that the Court will grant an Order for the Clerk to issue a motor vehicle title. Customer is encouraged to seek assistance of legal counsel. BMV reviews customer's situation and issues an authorization or denial letter. Customer completes Lien Holder Record Search - \$5.00 fee Customer is provided name and address of lien holder by Clerk of Courts office. The Clerk of Courts form with lienholder information will be a necessary exhibit to attach to Customer's petition. **Authorization Letter Given Denial Letter Given** The customer must initiate the The customer brings the process for a possible courtletter to the Clerk of Courts ordered title. office to have a title issued. **Customer completes Record Search for Vehicle** Owner and last known address - \$5.00 fee Customer submits BMV 1173 form to BMV with payment. BMV will mail results (BMV 2433 form) to customer within 15 business days. BMV Form 2433 will be a necessary exhibit to attach to Customer's petition. Customer completes certified mailing to vehicle owner and applicable lien holders. Customer must wait 15 business days for a response by all parties. Proof of certified mailing will be a necessary exhibit to attach to Customer's petition. Owner or Lien Holder does NOT respond: **Customer obtains Salvage Inspection Receipt** Owner or Lien Holder DOES respond: Customer works with from Deputy Registrar - \$55.00 fee responding parties to obtain Certificate of Title. Customer has the vehicle inspected by the State Highway Patrol and obtains a HP106/HP106F form. The Highway Patrol form will be a necessary exhibit to attach to Customer's petition. Customer submits exhibits and files petition for Court Order Packet in the Clerk of Courts General Division. Exhibits, Affidavit and Petition must all be filed with the Clerk before seeing the Judge. Court Order is granted: Court Order is NOT granted: Customer files the court order with the General Division, is given a certified copy of order and Customer is advised to seek proceeds to the Clerk of Courts Title Office for legal advice/counsel. Certification of Title.