



# STATE OF CONNECTICUT

## DEPARTMENT OF MOTOR VEHICLES

60 State Street, Wethersfield, CT 06161

<http://ct.gov/dmv>



INDICATE NAME AND ADDRESS OF LIENHOLDER OR LEASING COMPANY BELOW

[ ]

DATE OF LETTER:

<b>RE:</b>	NAME(S) AS APPEARS ON TITLE	CUSTOMER ACCOUNT NUMBER
	YEAR	MAKE
	MODEL	VEHICLE IDENTIFICATION NUMBER

Our mutual customer is moving to the State of Connecticut and would like to request that you mail the current original out of state title to:

**CT DMV  
ATTN: TITLE UNIT OUT OF STATE TITLE  
60 State Street  
Wethersfield, CT 06161**

Prompt attention to this matter is greatly appreciated.

This request is in anticipation of titling and registering their vehicle in Connecticut.

By mailing the title to the above address, this will ensure and protect your interest in the vehicle.

Once CT DMV has received this original out of state title, the title will be on file for the customer to visit any CT DMV location to finalize the titling and registration process in CT.

A Connecticut Certificate of Title will be processed and mailed you as lienholder or leasing company.

In the event the customer does not finalize the transaction within the allowed 180 days, CT DMV will return the original out of state title to you to secure your interest.

**NOTE TO CUSTOMER:** This letter is to be provided to your lienholder or leasing company prior to titling and registering your vehicle in CT. Allow for sufficient mailing and processing time. The original title must be on file prior to visiting your local DMV for titling and registering.