

**Service Oklahoma  
Motor Vehicle Services**



Dear Creditor:

On the \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_,

(taxpayer) \_\_\_\_\_ applied for an Oklahoma title to the following vehicle/boat/outboard motor:

Year and Make: \_\_\_\_\_

VIN/HIN: \_\_\_\_\_ Oklahoma Title: \_\_\_\_\_

Information provided shows you have a perfected lien on the above vehicle/boat/outboard motor. Under Oklahoma law, a lien entry form has been completed for you and secures your interest in Oklahoma.

**Please keep the enclosed lien entry form with your records of the loan.**

**In-State and Out-of-State Creditors**

As of July 1, 2022 Oklahoma is a title holding state. Once the Oklahoma title is released, the title will be mailed to or held electronically for the lien holder.

If you would like to have the Oklahoma title with your security interest noted, please surrender the title you now hold to **Service Oklahoma, PO Box 26940, Oklahoma City, Oklahoma 73126-0940**. If you surrender the title, Oklahoma will either mail to you or hold the Oklahoma title electronically per your preference. However, when the lien is satisfied, you must release the Oklahoma lien in the manner described below.

If your state is **not** a title holding state and your debtor has the certificate of title with your lien noted on the face of the document, Oklahoma will issue and mail a title, with your security interest noted, to the lienholder address on file. You must release the Oklahoma lien in the manner described below.

When this lien is satisfied by your debtor, you must furnish the lien release and title to the debtor and release to Service Oklahoma within seven business days.

**To Release Your Security Interest:**

1. Mail signed and dated lien release to **Service Oklahoma, PO Box 26940, Oklahoma City, Oklahoma 73126-0940**.
2. Mail signed and dated lien release to your debtor.
3. If the security interest has been satisfied by payment from a licensed used motor vehicle or boat/outboard motor dealer to whom the motor vehicle/boat/outboard motor has been transferred, the secured party shall also, within seven business days after such satisfaction, mail a certified copy to such dealer.

If you have questions about the procedure outlined in this letter, contact Service Oklahoma at **405-521-3535**.

Sincerely,

\_\_\_\_\_, Motor License Agent

\_\_\_\_\_, Oklahoma