

Procedure For A Duplicate Colorado Title

To comply with Colorado Laws this procedure is to be followed when applying for a Colorado duplicate title.

Step	What You Need To Do				
1	Complete and sign the Duplicate Title/Lien Request and Receipt title application (DR 2539 A). The application must be signed by the owner, lienholder, or authorized agent by power of attorney of the vehicle listed on this form. The individual signing the duplicate title application must provide identification information.				
2	Colorado duplicate titles can only be applied for by the owner, lienholder, or an authorized agent. If the authorized agent applies for the duplicate title, they must submit a Power of Attorney (POA) signed by the owner or lienholder. If the Power of Attorney form used <u>does not</u> have a place for the grantor's identification information, a DR 2842 Supplemental Secure and Verifiable Identification Information and Attestation Clause must also be submitted. <u>Do not send photocopies of identification or original identification card(s), such as Driver's license or Passport.</u> If the POA is VIN specific, the original must be submitted and will be returned upon request. If a General POA is submitted, a photo copy or fax copy is acceptable (notary seal must be visible on copy) and must be included with <u>each</u> application. The DR 2175 (Colorado POA) and the DR 2842 are available at the County Motor Vehicle offices, the Vehicle Services Section, or online at www.colorado.gov/revenue .				
3	A lien release is required for all active liens. The lien release must be on the lienholder's letterhead (letterhead is not required if lienholder is an individual). Photo and fax copies are accepted and must include vehicle year, make, VIN, titled owner's name(s), agent's signature, date of lien release and must be signed under penalty of perjury in the second degree as defined in C.R.S. 18-8-503. The title will be issued omitting all reference to the lien pursuant to C.R.S. 42-6-126.				
4	All duplicate title transactions require identification. Secure and Verifiable ID (see form DR 2841) is required for titles issued on or after July 1, 2006.				
5	If you are applying as lienholder and the lien is NOT FILED in Colorado, you must include a Power of Attorney from the owner, (see step 2 above) or, in the case of repossession, include a Statement of Repossession AND a certified copy of the security agreement.				
6	<p style="text-align: center;"><u>Mail-in requests:</u></p> <p>The fee for a duplicate title is \$8.20 pursuant to C.R.S. 42-6-137 (5). The fee for a lien release title is \$7.20 pursuant to C.R.S 42-6-137(4). Make checks payable to the Colorado Department of Revenue.</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <p>Submit applications by REGULAR MAIL to:</p> <p style="padding-left: 20px;">Department of Revenue Vehicle Services Unit P.O. Box 173350 Denver, CO 80217-3350</p> </td> <td style="width: 50%; vertical-align: top;"> <p>Submit applications by EXPRESS MAIL to:</p> <p style="padding-left: 20px;">Colorado Department of Revenue DMV-Titles Section 1375 Sherman Street Denver, CO 80203</p> </td> </tr> </table> <table style="width: 100%; border: none;"> <tr> <td style="width: 50%; vertical-align: top;"> <p><u>Walk-in requests:</u></p> <p>Submit applications to:</p> <p style="padding-left: 20px;">Colorado Department of Revenue Vehicle Services Unit 1881 Pierce Street Lakewood, CO 80214</p> </td> <td style="width: 50%; vertical-align: top;"> <p><u>E-Services:</u></p> <p style="padding-left: 20px;">mydmv.colorado.gov (For quickest processing, please utilize this option)</p> </td> </tr> </table> <p>Agents acting on <u>behalf of a business</u> must provide a Power of Attorney (POA) or a Letter of Authorization (LOA).</p>	<p>Submit applications by REGULAR MAIL to:</p> <p style="padding-left: 20px;">Department of Revenue Vehicle Services Unit P.O. Box 173350 Denver, CO 80217-3350</p>	<p>Submit applications by EXPRESS MAIL to:</p> <p style="padding-left: 20px;">Colorado Department of Revenue DMV-Titles Section 1375 Sherman Street Denver, CO 80203</p>	<p><u>Walk-in requests:</u></p> <p>Submit applications to:</p> <p style="padding-left: 20px;">Colorado Department of Revenue Vehicle Services Unit 1881 Pierce Street Lakewood, CO 80214</p>	<p><u>E-Services:</u></p> <p style="padding-left: 20px;">mydmv.colorado.gov (For quickest processing, please utilize this option)</p>
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7	If your application has been rejected, return the original DR 2539A with the additional information required. There is no additional fee for returned applications. (mail-in). Check submitted with rejected applications will not be returned and are destroyed by the Department.				