



DEPARTMENT OF TRANSPORTATION
DRIVER AND MOTOR VEHICLE SERVICES
1905 LANA AVE NE, SALEM OREGON 97314

APPLICATION FOR TRANSITIONAL OWNERSHIP DOCUMENT (TOD) FILING FEE ACCOUNT

THIS ACCOUNT WILL ONLY BE USED FOR BILLING TOD FILING FEES FOR TODS FILED BY FAX.

FOR OFFICE USE ONLY

| | | | | |
|-------------------------------|------------------------------|------------------|------------------|--|
| IDENTIFICATION NUMBERS | NEW ACCOUNT NUMBER | ACCOUNT TYPE | ACCOUNT # | |
| | FEDERAL EMPLOYER I.D. NUMBER | DATE LAST CLOSED | | |
| | DRIVER LICENSE NUMBER | REASON CLOSED | | |
| | | RECEIVED | | |
| RETURNED | | | | |
| APPROVED BY | | DATE | | |

ACCOUNT HOLDER INFORMATION

| | | |
|--|-----------------------|-------------------------|
| NAME (ACCOUNT HOLDER NAME, BUSINESS OR INDIVIDUAL – IF OREGON DEALER, INCLUDE DEALER NUMBER) | | DEALER NUMBER |
| STREET ADDRESS | CITY, STATE, ZIP CODE | |
| MAILING ADDRESS (IF DIFFERENT) | CITY, STATE, ZIP CODE | |
| TYPE OF BUSINESS (DEALERSHIP, BANK, CREDIT UNION, ETC.) | CONTACT PERSON | TELEPHONE NUMBER () |
| NAME OF APPLICANT | TITLE | |
| Would you like TOD Receipts sent via Email? <input type="checkbox"/> YES <input type="checkbox"/> NO | EMAIL ADDRESS | |

I certify:

- The above information is true and correct to the best of my knowledge.

| | |
|------------------------------------|------|
| SIGNATURE OF APPLICANT X | DATE |
|------------------------------------|------|

A \$70 NON-REFUNDABLE PROCESSING FEE MUST ACCOMPANY THIS APPLICATION.

- DMV furnishes summary billings only (i.e., type of record). Be sure to keep an internal log of your request so that you can reconcile your monthly billing.
- Payment (made out to "Oregon DMV") on the account must be accompanied by the bottom part of the invoice, with the amount paid in the space provided.
- Payment on the account must be made within 30 days of receipt of invoice.
- If your account should become past-due, those TODs associated with the past-due account will become invalid.
- If you do not use the account at least once in a 12-month period, the account will automatically be closed for non-use.

MAIL APPLICATION AND \$70 FEE TO:
(A check or money order payable to "Oregon DMV")

OREGON DMV SERVICES
Attn: FINANCIAL & ACCOUNTS UNIT - TOD DESK
1905 LANA AVE NE
SALEM, OR 97314