

Add eTAG Administrator

When the eTAG Account Does Not Have a Valid Administrator

FORM SUBMISSION
By email: MVD_OnlineSupport@TxDMV.gov FOR ASSISTANCE with this form, please call toll free (888) 368-4689.

YOU SHOULD USE THIS FORM IF:

- The eTAG account does not have a valid eTAG administrator.
- The only valid eTAG administrator's email address has changed.
- NOTE: An existing eTAG administrator has the ability to add new eTAG administrators in the eTAG system.

GENERAL INSTRUCTIONS:

- Please print legibly or type.
- Complete each item on the form.
- This form must be **signed in the presence of a notary public by an owner or authorized officer** for the licensed entity.
- NOTE: When you change the eTAG information, a new username and password will be generated and sent to the new email address provided below.

NEW ETAG ADMINISTRATOR INFORMATION:

DEALER LICENSE NUMBER: _____

FIRST NAME: _____

MIDDLE INITIAL: _____

LAST NAME: _____

PHONE NUMBER: _____

EMAIL ADDRESS: _____

SIGNATURE OF OWNER OR AUTHORIZED OFFICER:

I hereby request the Texas Department of Motor Vehicles to add an eTAG administrator as listed above.

Printed Name and Title of Owner or Authorized Officer

Signature of Owner or Authorized Officer

Date

State of _____

County of _____

Subscribed and sworn before me on this _____ day of _____, 20 _____

By _____
Print Name of Person Acknowledging

Notary Public's Signature