

SUSAN LAMB

FAYETTE COUNTY CLERK



Date:

Lender Name	Customer Name
Lender Address	Customer Address
Lender City/State/Zip	Lexington KY Zip
	Customer Email

◆ **Mail, Fax, or Email to your Lienholder** ◆

RE: VIN

To Whom it may concern:

The above named individual has moved to Kentucky and is applying for a title and registration. Kentucky law requires this to be completed within 15 days of bringing a motor vehicle into the state. In order for our office to serve this individual it is necessary that you forward the following:

◆ **ORIGINAL TITLE DOCUMENT along with a copy of this letter** ◆

Once we have received the original title and the title lien statement, the customer will be notified to come in and complete the registration process. Your security interest will be printed on the face of the new Kentucky title, and notification of the filing will be sent to you. The vehicle cannot be sold or transferred unless you release your lien in writing.

Your prompt response will expedite the titling and licensing of the vehicle referenced above and assists in our customer's attempt to comply with Kentucky motor vehicle laws.