



The Honorable Thaddeus Cleveland, Tax Assessor-Collector

JoDale Y. Arredondo

Deputy Tax Assessor-Collector and Voter Registrar

Application For Title by Mail

Dear Applicant,

Thank you for contacting our office to apply for a Texas Certificate of Title by mail. Please complete **Form 130-U (Application for Texas Title and/or Registration)** and return it with the required documents listed below.

Be sure to carefully **read both the front and back of Form 130-U** and review **Form VTR-130-UIF (Application Instructions)** for detailed guidance on how to properly complete the application.

Documents Required:

- **Completed Form 130-U**
- **Original title** properly assigned to you (or Manufacturer's Certificate of Origin if new)
- **Proof of current insurance** policy that meets Texas minimum requirements
- **Copy of your valid photo ID** that meets TxDMV requirements
- **Payment** by check (payable to Thaddeus Cleveland, TAC) for all applicable taxes and fees.
- Any **supporting documents** as required (e.g., lien release, gift transfer affidavit, power of attorney, etc.)

If you plan to pay by mail using a blank check, **you must also return the Blank Check Authorization Form** filled out and signed. We cannot accept a blank check without a completed authorization form on file.

Mail your completed application packet to:

Terrell County Tax Assessor-Collector

PO Box 320

Sanderson, Texas 79848

Once your packet is received, our office will process your application. If anything is missing or requires clarification, we will contact you at the number or email listed on your application.

If you have questions please call us at 432-345-2499.