New Online Licensing System (eLICENSING) Coming Soon

This message contains information applicable to all motor vehicle licensees and salvage dealers regulated by Texas Department of Motor Vehicles (TxDMV). Please review and distribute as appropriate.

Coming soon, you will be able to apply for, renew, or amend licenses online. The Texas Department of Motor Vehicles (TxDMV) is replacing its current paper-based licensing system with eLICENSING, an online self-service hub for all motor vehicle and salvage licensees operating in Texas.

eLICENSING will provide many user benefits, including 24-hour access to licensing information, the elimination of paper processing, the ability to submit license applications and payments online, a guided application process facilitating faster approvals, and the ability to track the progress of submitted applications.

TxDMV will provide instructions and other support resources to help you access and use the system as the release date approaches. **Licensees must have an email address on file with TxDMV to receive important updates and use the new system.** Licensees can receive more information by emailing TxDMV at MVDLicensing@TxDMV.gov, calling 1-888-DMV-GOTX (368-4689), or visiting our website at www.TxDMV.gov/dealers.

Sincerely,

Daniel Avitia

Daniel Avitia, Director
Texas Department of Motor Vehicles
Motor Vehicle Division

(512) 465-3000
Toll-Free (888) 368-4689
Form available online at www.TxDMV.gov

Texas Department of Motor Vehicles

Franchise	GDN
Lease Facilitator	Lessor
MFR/Distributor	Converter
In-Transit	

Ownership Information, Form LF601

This is important:

- Submitting an application containing false, misleading, or incomplete information may be grounds for denial or license cancelation, revocation, or suspension.
- A person who knowingly makes a false statement in connection with applying for or renewing a license may be subject to criminal prosecution.

If you are in doubt as to how to respond to these questions, full and honest disclosure is highly recommended.

1.	Has any person listed on this form, or any officer, director, partner, trustee, or other person acting in a representative capacity for the applicant or license holder, ever been arrested for an offense that is currently pending? (If yes, submit *Criminal History*, Form LF606.)	☐ Yes ☐ No
2.	Has any person listed on this form, or any officer, director, partner, trustee, or other person acting in a representative capacity for the applicant or license holder, ever: • been convicted of a felony or misdemeanor offense (other than minor traffic violations), or • received a deferred adjudication for a felony or misdemeanor offense, in any in-state, out of state, or federal jurisdiction? (If yes, submit *Criminal History*, Form LF606.)	☐ Yes ☐ No
3.	Has any person listed on this form, or any officer, director, partner, trustee, or other person acting in a representative capacity for the applicant or license holder, ever been convicted by a court martial or is currently the subject of a pending court martial under the Uniform Code of Military Justice? (If yes, submit *Criminal History*, Form LF606.)	☐ Yes ☐ No

TYPE OF BUSINESS (check only one box):

☐ Sole Proprietorship ☐ General Partnership ☐ Limited Partnership/LTD ☐ Other (Specify below)

☐ Limited Liability Company ☐ Corporation ☐ Limited Liability Partnership _____

Ownership Percentage Instructions

- List all individuals and business entities with any ownership interest in the business (this includes sole proprietors) until total ownership indicated equals 100%.
- Only direct ownership of the business entity (applicant) applying for the license should be provided. If direct ownership is held by another business entity, do not list that business entity's ownership.

Information Fields:

- Name of Owner:
  - SOLE PROPRIETOR: list the legal name and SSN of the owner (for example, John Doe, Jr.)
  - GENERAL PARTNERSHIP: list the legal name and SSN of each owner (for example, John Doe Jr., Jane Doe)
  - ALL OTHERS: list the full legal name of each person (and his/her SSN) or business entity that has ownership.
  - If the applicant is a publicly traded or nonprofit corporation, please mark the appropriate box and complete that section by providing one officer/director in lieu of ownership information.
- Title: Examples -- Owner, President, CEO, Partner, General Partner, Member, etc.
- Driver License:
  - Applies to individuals.
  - Attach a copy of the driver license for each individual listed.
  - If the driver license was issued in a foreign country, provide that information.

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Business Name: _____

Ownership Percentage

1.

Name of Owner (Person or Business) | Title | % of Ownership

Date of Birth | Driver's License # and State | Expiration Date | SSN (if person) OR EIN (if business)

If this is a business, is it nonprofit? ☐YES ☐NO

If this is a business, is it PUBLICLY TRADED? ☐YES ☐NO

2.

Name of Owner (Person or Business) | Title | % of Ownership

Date of Birth | Driver's License # and State | Expiration Date | SSN (if person) OR EIN (if business)

If this is a business, is it nonprofit? ☐YES ☐NO

If this is a business, is it PUBLICLY TRADED? ☐YES ☐NO

3.

Name of Owner (Person or Business) | Title | % of Ownership

Date of Birth | Driver's License # and State | Expiration Date | SSN (if person) OR EIN (if business)

If this is a business, is it nonprofit? ☐YES ☐NO

If this is a business, is it PUBLICLY TRADED? ☐YES ☐NO

4.

Name of Owner (Person or Business) | Title | % of Ownership

Date of Birth | Driver's License # and State | Expiration Date | SSN (if person) OR EIN (if business)

If this is a business, is it nonprofit? ☐YES ☐NO

If this is a business, is it PUBLICLY TRADED? ☐YES ☐NO

5.

Name of Owner (Person or Business) | Title | % of Ownership

Date of Birth | Driver's License # and State | Expiration Date | SSN (if person) OR EIN (if business)

If this is a business, is it nonprofit? ☐YES ☐NO

If this is a business, is it PUBLICLY TRADED? ☐YES ☐NO

6.

Name of Owner (Person or Business) | Title | % of Ownership

Date of Birth | Driver's License # and State | Expiration Date | SSN (if person) OR EIN (if business)

If this is a business, is it nonprofit? ☐YES ☐NO

If this is a business, is it PUBLICLY TRADED? ☐YES ☐NO

OWNERSHIP PERCENTAGE TOTALING 100% IS REQUIRED

All persons listed must provide SSN.

Privacy Statement

The Texas Department of Motor Vehicles maintains information collected through this form. With few exceptions, Texas Government Code Chapter 559 entitles you to: (a) request to be informed about this information, and (b) have TxDMV correct information about you that is incorrect. Chapter 552 of the Government Code entitles you to receive and review this information. You must submit requests for information in writing. Requests may be submitted via email to OGCOpenRecords@TxDMV.gov; by fax to (512) 465-4112; or by mail or in person to: TxDMV, OGC Open Records, 4000 Jackson Ave., Austin, TX 78731. For more information, please call TxDMV at (888) 368-4689.