

# FACT SHEET

## Pennsylvania's Electronic Lien and Title Program

### Purpose

The purpose of this fact sheet is to explain the Pennsylvania Electronic Lien and Title (ELT) Program.

### How It Works

As part of the commonwealth's efforts to improve the delivery of driver and vehicle services and increase efficiency, PennDOT implemented a statewide mandatory Electronic Lien and Title System in 2008. All lienholders, except individuals and lienholders who are not normally engaged in the business or practice of financing vehicles, shall participate in the electronic titling program.

The ELT Program allows for electronic transmission of encumbered vehicle titles to lienholders and electronic lien maintenance by lienholders. No paper title is printed until the lien is released or a paper title is needed to assign or transfer ownership of the vehicle. This electronic transmission of data not only improves the efficiency of lien maintenance, but also provides for faster updates of information on PennDOT's vehicle records.

The same title application and supporting documents required to apply for a paper title are also required to obtain an ELT and are submitted to PennDOT in the same manner. Upon completion of processing, PennDOT transmits an electronic notification to the lienholder instead of mailing a paper title. This notification is transmitted through an ELT service provider. The notification includes all owner and vehicle information currently printed on the paper title. Upon receipt of the lien notification, the lienholder verifies the information transmitted.

When the lienholder submits an electronic transaction to PennDOT to release a lien, the issuance of a paper title is automatically processed and mailed the next business day to the vehicle owner, dealer or insurance company, based on the transaction processed by the lienholder.

### Benefits

Lienholders enrolled in the ELT program receive a number of benefits, including:

- Overnight receipt of lien perfectings;
- Faster verification of title information;
- Help desk service provided by an ELT Service Provider;
- Elimination of title storage and handling/mailing of paper titles;
- Cost savings for replacing lost titles;
- Postage costs eliminated for mailing paper titles;
- Elimination of staff time dedicated to filing and maintaining paper titles;
- Allows electronic lien maintenance transactions; and,
- Improves customer service with timely release and printing of unencumbered titles.

### Lienholder Enrollment into Pennsylvania's ELT Program

To enroll in Pennsylvania's ELT Program, lienholders need to do the following:

1. Obtain Form MV-37, "Application for Enrollment/Change in Electronic Lien and Titling System." This form can be found on PennDOT's website at [www.dmv.pa.gov](http://www.dmv.pa.gov).
2. Enter into a contract with one of the approved ELT Service Providers identified on Form MV-37.
3. Complete Form MV-37 and forward it to the selected ELT Service Provider who will submit the form and work directly with PennDOT to complete the enrollment process.

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Once PennDOT receives the completed Form MV-37 from the selected ELT Service Provider, PennDOT will complete the enrollment process and assign a Financial Institution Number (FIN) to the lienholder.

### **ELT Lienholder Requirements**

After enrollment into the ELT Program is completed, lienholders can manage their encumbered vehicle titles electronically. Lienholders must meet the procedural requirements for each type of title issuance or lien perfection such as:

When applying to record a lien on the initial Pennsylvania Certificate of Title:

- The lienholder must provide the FIN to the vehicle owner/purchaser with instructions to provide the FIN to the dealer or titling agent when completing an application for title.
- The dealer or titling agent must obtain the FIN from the vehicle owner/purchaser, PennDOT's website, or directly from the lienholder and must enter the FIN on the title application.
- The lien fee and title fee are paid when the application is submitted to PennDOT.

When applying to record a first lien on an existing Pennsylvania Certificate of Title:

- When using Form MV-38L, "Application for Enrollment/Change in Electronic Lien and Titling System," to record a lien, the lienholder must enter its FIN on the form to receive the Pennsylvania Certificate of Title electronically. Choosing Option 2 on Form MV-38L to record a lien requires payment of a lien fee and title fee. Please note that issuance of an electronic title is the same as issuance of a paper title.

When applying to record a second or subsequent lien on an existing Pennsylvania Certificate of Title:

- When using Form MV-38L to record a second or subsequent lien on the Pennsylvania Certificate of Title, the lienholder pays only the lien fee. A title is not issued to the second lienholder until the first lienholder releases its lien.

When releasing a lien on an electronic title:

- The lien must be released electronically by the lienholder immediately upon satisfaction of the lien by the vehicle owner or an approved third party (dealer or insurance company).

When reassigning a security interest in a vehicle:

- When Form MV-950, "Notification of Assignment of Secured Interest in a Vehicle" is used to reassign a security interest in a vehicle, the assignee must enter its FIN on the form. When the assignor holds an electronic title, there is no need for a paper title to be submitted with the form. The lienholder may not satisfy the electronic lien before reassigning the security interest. A title fee must be paid with Form MV-950, "Notification of Assignment of Secured Interest in a Vehicle." The new lienholder only pays the title fee.

### **PennDOT- Approved ELT Service Providers**

- Dealertrack Collateral Management Services, Inc.  
9750 Goethe Road  
Sacramento, CA 95827  
(800) 594-1470  
[cms.sales@dealertrack.com](mailto:cms.sales@dealertrack.com)
- Decision Dynamics, Inc.  
4723-C Sunset Blvd.  
Lexington, SC 29072  
(803) 808-0117  
[info@etitlelien.com](mailto:info@etitlelien.com)
- PDP Group, Inc.  
10909 McCormick Road  
Hunt Valley, MD 21031  
(410) 584-2099

contact@simplyelt.com

[www.simplyelt.com](http://www.simplyelt.com)

- Secure Title Administration, Inc.  
2975 Breckinridge Blvd.  
Duluth, GA 30096  
(866) 742-1466  
[securetitleinfo@secureTA.com](mailto:securetitleinfo@secureTA.com)
- VINtek, Inc.  
1735 Market Street  
9th Floor, Suite 900  
Philadelphia, PA 19103  
(215) 599-2435  
[rchristini@vintek.com](mailto:rchristini@vintek.com)