



*Bobbie Holsclaw*  
Jefferson County Clerk

Name of Debtor:  
Title Number:  
Check/ACH Sent:  
Check Number/Amount:

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**THE ATTACHED DOCUMENT IS BEING RETURNED TO YOU FOR THE REASON INDICATED:**

File with the Secretary of State Office (502)564-2848 or WWW.SOS.KY.gov.

Submit correct fee:

\$2.00 late fee: 30 days from date of Title Lien Statement.

Out of County fax releases \$5.00. Requires KY Title Lien Statement or their county lien release form.

Title has printed. Submit Title

Title surrendered. Submit current title.

Submit Title Lien Statement to County Clerk of debtor's county of residence.

Need name & address of debtor.

Need name & address of secured party.

Need description of vehicle information on Title Lien Statement.

Need to verify owner's physical address if using a PO Box number.

Title Lien Statement must have a Jefferson County address listed for debtor.

Must include KY certificate of title or pended registration.

Title indicates two active liens. If one or both have been terminated, a duplicate title is needed. **Add \$8.00 fee.**

An updated title is required to correct owner's name or address. **Add \$8.00 fee.**

Vehicle not found in AVIS database. Call Customer Service (502)574-5700 for fees and instructions.

Secured party's name must correspond with Title Lien Statement & copy of registration.

Continuation Statement filed every 10 years, no earlier than (6) months prior to expiration date of original filing.

Need stamp & seal for pended lien from county in which lien was originally pended.

Submit:

Title Lien Statement (TC96-187):

Other:

If you have any questions regarding this matter, please feel free to contact our office (502)574-6130.

NOTE: All refunds will be processed from our Finance Department. Please call (502)574-6798.

By: \_\_\_\_\_ Deputy Clerk

Return: Jefferson County Clerk's Office  
531 Court Place, Room 204A  
ATTN Lien Department  
Louisville, KY 40202

**Or**

Jefferson County Clerk's Office  
PO Box 35339  
Louisville, KY 40232-5339