



# Lubbock County Tax Assessor-Collector Title Service Transaction

Date: \_\_\_\_\_

The above date must reflect the date you  
are conducting business in the tax office.

Deputy Signature: \_\_\_\_\_

Name of Title Service: \_\_\_\_\_ License Number: LB \_\_\_\_\_ Title Service Exp. Date: \_\_\_\_\_

Description of Vehicles and Customers:

	Customer Name	License Plate Number	Make	Model	Year	VIN	Transaction Type	Driver's License Attached	Insurance Attached
1							T R RPL		
2							T R RPL		
3							T R RPL		
4							T R RPL		
5							T R RPL		

Please list any special instructions for completion of these items:

Transaction Type:  
T - Title Transfer  
R - Registration/Sticker  
Rpl - Replacement Sticker/Plate

I swear and affirm that all information I am providing is accurate to the best of my knowledge:

\_\_\_\_\_  
Name of the person preparing this form (Print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of the person preparing this form

\_\_\_\_\_  
Contact Phone Number  
We will notify you when complete.

\_\_\_\_\_  
Name of Runner (Print)

\_\_\_\_\_  
Date

\_\_\_\_\_  
Signature of Runner

\_\_\_\_\_  
Runner Badge #

**NOTE: WHEN TRANSACTIONS ARE DROPPED OFF, THE TITLE SERVICE WILL BE NOTIFIED WHEN READY AND A CHECK MUST BE BROUGHT IN ON THE SAME DAY.**