



September 20, 2011

**Registration and Title Bulletin 053-11  
General Information**

**TO:** All County Tax Assessor-Collectors

**SUBJECT:** New TxDMV Records Retention Schedule

**PURPOSE**

The purpose of this notification is to inform you of the new TxDMV Records Retention Schedule as it relates to title and registration documents.

**DETAILS**

The Vehicle Titles and Registration Division (VTR) recently revised their Records Retention Schedule with the Texas State Library and Archives Commission. Most document schedules remain unchanged. The most significant change is the retention of all vehicle title history records.

Previously, vehicle title transaction documents were retained for sixteen years. Under the new Records Retention Schedule, these records will be available for ten years. Beginning fiscal year 2012 VTR will destroy imaged title history records in accordance with the new schedule.

**CONTACT**

If you have any questions, please contact your local TxDMV Regional Service Center.

Sincerely,

A handwritten signature in blue ink that reads "Randy Elliston".

Randy Elliston, Director  
Vehicle Titles and Registration Division