



Letter of Authorization

VTR-62-H
Rev. 8/2013

Important! This form must be signed by the Executive Administrator of an exempt law enforcement agency as defined below, and submitted each fiscal year to the department to remain current on file.

- The executive administrator is defined as the *director, administrator or chief of a federal agency, the director of a state agency, the sheriff of a county, the chief of police of a city, or the project director of a task force.*
- Submit completed form by September 1st annually to maintain current designee(s) as listed.
- Letter of Authorization must be completed and filed with the department any time there is a change regarding a designed listed below.
- Send completed form to: **TxDMV Vehicle Titles And Registration Division, Attn: Vehicle Data Management, P.O. Box 26480 - Chimney Corners Station, Austin TX 78755-0480**

Designee(s)

Name of Designee 1

Phone Number

E-mail

Name of Designee 2

Phone Number

E-mail

Statement - State law makes falsifying information on this form a third-degree felony.

I certify that the designee(s) named herein may execute and approve any necessary documentation for the acquisition of vehicle registration to be obtained under an alias, and additionally certify that all statements on this form are true and correct.

Executive Administrator Name

Title Police Chief

Agency Name City of Mansfield

Mailing Address 1200 E. Broad Street

City Mansfield

State Texas

Zip Code 76063

Signature

Date