

How to fill out CS-L(MVR)10 — Application for Duplicate Motor Vehicle Certificate of Title

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Hawaii · written against CS-L(MVR)10 (04/2026), issued under City and County of Honolulu Department of Customer Services, /forms/hawaii/csl-mvr-10-duplicate-title/ Division of Motor Vehicles, with a fee of \$10.00 printed in the form's own office-use block

Honolulu names this form in the middle of its seller instructions, which tells you how routine the problem is: if the title is defaced or mutilated, the legal owners on record must apply for a duplicate. It covers the lost and the stolen certificate too, and the price is on the sheet - FEE \$10.00, printed in the office-use box at the top. The one thing to understand before signing is who the applicant is. The signature line reads signature of lienholder of record, and only adds if no lienholder, signature of all registered owners required - so on a financed car the lender applies, not you.

This sheet is not the form. Download the blank CS-L(MVR)10 from the City and County of Honolulu Division of Motor Vehicle, Licensing and Permits at <https://www4.honolulu.gov/docushare/dsweb/Get/Document-325993/hi-mvr10.pdf> — always take the current revision from the agency rather than a copy. Print this and keep it beside you while you complete theirs.

Every line, in the order you meet it

1	YOU	License plate number and make	The first description line. Both come off the certificate of registration, which is usually the document you still have when the title is the one that has gone. Watch out: If the registration has gone too, that is a separate application and a separate sheet. Do not try to solve both on this one.
2	YOU	Vehicle identification number	The full VIN. It is the field the county searches on when the plate has changed since the certificate was issued. Watch out: Take it off the dashboard plate as well as the paperwork and check they agree before you write it down.
3	YOU	Registered owner of record	The name as the county holds it, which is the name that was on the certificate rather than a married or shortened version of it. Watch out: If your name has changed since registration, the mismatch will surface here first. Bring the document that evidences the change to the counter.
4	YOU	Lienholder of record	The lender the county has on file. Filling this in truthfully decides who signs at the foot of the page. Watch out: A loan you finished paying is still on record until the lender told the county. Check the record before assuming this line is empty.
5	YOU	Address	Number and street on the rule, with city and zip code following the printed sub-labels beneath it. Watch out: The duplicate is posted to the address on file. If yours has changed, file the change of address first or the new certificate goes to the old house.
6	YOU	Which of the four things happened	Lost, stolen, mutilated or defaced - four boxes inside one sentence. Mutilated and defaced are the ones that come with an obligation attached. Watch out: If you tick mutilated or defaced you must hand the certificate in with the application. The instruction is printed beside the signature block in capitals.
7	LENDER	Signature of lienholder of record	The primary signature line. On a financed vehicle the lender signs, because the lender is the party the certificate was issued to. Watch out: This is the step that turns a two-day errand into a two-week one. Start with the lender, not with the counter.
8	YOU	Or the signature of all registered owners	The fallback, printed on the same caption: if no lienholder, signature of all registered owners required. Watch out: All of them. A jointly owned car with one signature comes straight back, and the certificate is still lost while it does.
9	YOU	Firm name and title, and the date	The last line: printed name and title of the authorised person where the owner is a company, and the date of the application. Watch out: A company applying here also needs its letter of authorization on file, and a sell-only authorisation is enough - it covers releasing ownership and applying for a duplicate title.

What gets this one rejected

- Keeping a defaced certificate back. The instruction in the box beside the signature is in capitals - defaced or mutilated certificate must be surrendered with this application.
- A registered owner signing where a lienholder is on record. The form asks for the lienholder's signature first and falls back to the owners only if there is no lienholder.
- One owner signing for two. Where there is no lienholder the form requires the signature of all registered owners.
- Using it for a registration certificate. That is the near-identical CS-L(MVR)5, and the two are easy to confuse because this form's own certification sentence mistakenly says Certificate of Registration where it means title.
- Applying as the buyer of a car you have not yet titled. The applicant is the owner of record. A buyer who cannot get an endorsed certificate out of the seller is pointed instead at the Oahu First Circuit District Court appeal the county describes.

■ Amber is what you write □ Grey is a block somebody else completes The completed example follows overleaf.



CITY AND COUNTY OF HONOLULU
DEPARTMENT OF CUSTOMER SERVICES • DIVISION OF MOTOR VEHICLES
 P.O. Box 30330, Honolulu, HI 96820-0330



APPLICATION FOR DUPLICATE

MOTOR VEHICLE CERTIFICATE OF TITLE

OFFICE USE ONLY

Number-Year original issued _____
 Application accepted and duplicate issued _____
 Date - Clerk _____

FEE \$10.00

TYPE OR PRINT IN INK - IMPROPERLY FILLED APPLICATION WILL NOT BE ACCEPTED.

1 License Plate Number: KHM 274 Make: Honda

2 Vehicle Identification Number: 2HGRM4H57EH715204

3 Registered Owner of Record: Malia K. Nakagawa

Lienholder of Record: None

5 Address: 2914 Kili Hau Place, Honolulu, HI 96819
 Number and Street City Zip Code

6 The undersigned certifies that the Certificate of Registration for the above described vehicle has been ☒ **lost** ☐ **stolen** ☐ **mutilated** ☐ **defaced**, and hereby requests the issuance of a duplicate, which issuance shall void the original certificate.

7 Malia K. Nakagawa

Signature of Lienholder of Record. If no lienholder, signature of all registered owners required.

9 08/03/2026
 If firm, print name and title of authorization person Date

DEFACED OR
MUTILATED
CERTIFICATE
MUST BE
SURRENDERED
WITH THIS
APPLICATION.

This ____ page Application of Duplicate Motor Vehicle Certificate of Title, dated _____
 was subscribed and sworn to before me this ____ day of _____
 in the First Circuit of the State of Hawaii by _____
 Or Identify Other State/County or Country _____
 by _____

Notary Printed Name _____

Notary Signature _____

My commission expires _____

(STAMP OR SEAL)