

Alexi Giannoulas
Secretary of State



AFFIRMATION NON-RECEIPT OF TITLE

1 Date August 4, 2026
Year

2 Name of Owner(s) 1) Roland K. Petrakis
2) _____

3 Street and No. 1130 S. Ridgeland Ave
City Oak Park State IL ZIP 60304

4 does hereby affirm that the vehicle
4S4BSAFC2H3281640, 2017, Subaru Outback, Wagon
Vehicle Identification Number (VIN) Year Make & Model Body Style

5 was purchased on 04/09/2021. The title has never been received from the Secretary of State, even though its records indicate that the title was mailed.

I/We hereby affirm that the information provided is true and correct.

6 Signature of Owner(s) (1) Roland Petrakis
(2) _____

Mail to:
Illinois Secretary of State
Automation Technical Support
501 S. 2nd St., Room 629
Springfield, IL 62756
217-557-4091
nonreceipts@ilsos.gov

How to fill out VSD 252 — Affirmation Non-Receipt of Title

For the narrow case where the state's record says a title was posted and it never landed on your mat. Not a lost title, not a duplicate application - an affirmation that the certificate has never been received by you even though the Secretary of State's records indicate that the title was mailed.

This sheet is not the form. Download the blank VSD 252 from the Illinois Secretary of State at https://www.ilsos.gov/content/dam/publications/pdf_publications/vsd252.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	Date and Year	The date you are making the affirmation, split across two boxes because the printed line puts the year after a comma. Watch out: Today's date, not the date the title should have arrived. That date goes nowhere on this form.
2	YOU	Name of Owner(s)	Line 1, and line 2 if the record carries a second name. Watch out: As the Secretary of State has them, not as you would write them. This form exists to reconcile against a record.
3	YOU	Street and No., City, State, ZIP	Your address across two rows. Watch out: If this is not the address the state posted the title to, say so somewhere - because that is very likely the answer to the whole question.
4	YOU	The vehicle sentence	VIN, year, make and model, body style - four boxes reading across inside one sentence. Watch out: The VIN box comes first here, before the year, which is the opposite order from most of the Illinois set. It is easy to start typing in the wrong box.
5	YOU	was purchased on	The date you acquired the vehicle, inside the sentence. Watch out: This is the date the record's own title-issuing event should follow. It is what lets the department find the mailing they are being told about.
6	YOU	Signature of Owner(s)	Every recorded owner signs. Then it goes to Automation Technical Support in Springfield. Watch out: Room 629, not a facility counter, and there is an email address printed on the form for it. Sending it to the wrong place is a fortnight.

What gets this one rejected

- Using it for a title that arrived and then went missing. That is a different problem with a different route - a duplicate title application, which carries a fee this affirmation does not.
- Sending it to a facility. This one goes to Automation Technical Support at 501 S. 2nd St., Room 629, in Springfield - or by email to the address printed on the form.
- One signature where the record shows two owners.
- Filling in the purchase date from memory when the record is what is being questioned.

☒ Amber is what you write ☐ Grey is a block somebody else completes The filled-in example is at the start of this sheet.