



MISSOURI DEPARTMENT OF REVENUE
MOTOR VEHICLE BUREAU
PO BOX 3355, JEFFERSON CITY MO 65105-3355

573-526-3669
www.dor.mo.gov/mvdl

**NOTICE OF LIEN, LIEN RELEASE, OR AUTHORIZATION
TO ADD/REMOVE NAME FROM TITLE**

Form
4809
(Revised 08-2025)

Reset Form

Print Form

FOR DOR USE ONLY
REJECT NUMBER

**TYPE ALL APPLICATIONS. IF NOT
TYPED, ATTACH COPY OF TITLE.**

FOR DOR USE ONLY

☐ **NOTICE OF LIEN (NO NOTARY REQUIRED)**

IS THIS A CHANGE OF OWNERSHIP? ☐ YES ☐ NO

OWNER INFORMATION	OWNER'S NAME (LAST, FIRST, MIDDLE) AS SHOWN ON TITLE APPLICATION (ONLY FIRST 50 CHARACTERS WILL PRINT ON TITLE)	
	Tallmadge, Delphine R.	
	STREET ADDRESS	COUNTY
	4127 Wyandotte St	Jackson
	CITY, STATE, AND ZIP CODE	DLN OR FEIN
	Kansas City, MO 64111	T283094117

UNIT DESCRIPTION	☒ PASSENGER ☐ TRUCK ☐ ATV ☐ TRAILER ☐ MANUFACTURED HOME ☐ RV ☐ BUS ☐ BOAT/VESSEL ☐ OUTBOARD MOTOR (EXCLUDING TROLLING MOTOR) ☐ MOTORCYCLE ☐ TRICYCLE ☐ AUTOCYCLE		
	YEAR	MAKE	VIN/HIN NUMBER
	2 0 1 6	Subaru	4 S 4 B S A N C 1 G 3 2 7 1 4 8 6
	PURCHASE DATE	PREVIOUS TITLE NUMBER	NET PRICE (AFTER TRADE-IN)
	03/09/2019	419236075	18,400

FIRST LIENHOLDER INFORMATION	LIENHOLDER'S NAME AS SHOWN ON TITLE APPLICATION		FDIC OR LIENHOLDER ID NUMBER
	STREET ADDRESS		CITY, STATE, AND ZIP CODE
	LIEN DATE	SUBJECT TO FUTURE ADVANCES?	LOAN OR UNIT NUMBER
		☐ YES	
FIRST LIENHOLDER AUTHORIZES A SECOND LIEN BY SIGNING BELOW			

SECOND LIENHOLDER INFORMATION	LIENHOLDER'S NAME AS SHOWN ON TITLE APPLICATION		FDIC OR LIENHOLDER ID NUMBER
	STREET ADDRESS		CITY, STATE, AND ZIP CODE
	LIEN DATE	LOAN OR UNIT NUMBER	

☐ **LIENHOLDER AUTHORIZATION FOR OWNERS TO ADD/REMOVE NAME FOR TITLE. (NO NOTARY REQUIRED)**

ADD/REMOVE NAME FROM TITLE	OWNER'S NAME (LAST, FIRST, MIDDLE) AS SHOWN ON TITLE APPLICATION		PRINT NAME BEING ADDED OR REMOVED ☐ ADD ☐ REMOVE	
	STREET ADDRESS		CITY, STATE, AND ZIP CODE	
	COUNTY	TITLE NUMBER	PRINTED NAME OF LIENHOLDER'S AGENT	SIGNATURE OF LIENHOLDER'S AGENT
	YEAR	MAKE	VIN/HIN NUMBER	

☒ **LIEN RELEASE—ATTACH TO TITLE**
(NOTARY REQUIRED)

ANY PERSON WHO KNOWINGLY AND INTENTIONALLY SUBMITS A SEPARATE DOCUMENT
RELEASING A LIEN OF ANOTHER WITHOUT THE AUTHORITY TO DO SO SHALL BE GUILTY OF
A CLASS D FELONY. (301.640 RSMo)

LIEN RELEASE/NOTARY INFORMATION	LIENHOLDER'S NAME AS SHOWN ON TITLE		PRINTED NAME OF LIENHOLDER'S AGENT		SIGNATURE OF LIENHOLDER'S AGENT	
	Ozark Ridge Credit Union		Bernice L. Halvorsen		Bernice L. Halvorsen	
	NOTARY PUBLIC EMBOSSER OR BLACK RUBBER STAMP SEAL	STATE	COUNTY (OR CITY OF ST. LOUIS)	LIEN CREATION DATE	RELEASE DATE	
		MO	Greene	03/09/2019	07/28/2026	
		SUBSCRIBED AND SWORN BEFORE ME, THIS			MY COMMISSION EXPIRES	
		28th DAY OF July, 2026			11/04/2028	
NOTARY PUBLIC SIGNATURE			NOTARY PUBLIC NAME (TYPED OR PRINTED)			
Alvah T. Sedgemoor			Alvah T. Sedgemoor			

A \$9.00 processing fee must be submitted with **each** Notice of Lien.

THE ORIGINAL DOCUMENT MUST BE SUBMITTED. It is recommended that you retain a copy for your records.

NOTICE OF LIEN

PLEASE PERFECT YOUR LIEN IMMEDIATELY!

IMPORTANT: Liens must be filed and/or received with the Department within 30 days of the loan date (perfected) for the lienholder to be protected from the debtor filing for bankruptcy relief.

A \$9.00 processing fee must be submitted with each Notice of Lien.

OWNER INFORMATION AND UNIT DESCRIPTION — Complete all applicable blocks.

FIRST LIEN — Complete the FIRST LIENHOLDER INFORMATION section, if applicable.

SECOND LIEN — Complete the FIRST and SECOND LIENHOLDER INFORMATION sections, if applicable.

First Lienholder Authorization — This block must be signed by the first lienholder when adding a second lien.

Checks may be accepted as payment. **Make checks payable to: Missouri Department of Revenue.** The check must be pre-printed with the check writer's name, address, bank code, and account number. It must also include the following information regarding the check writer:

1. Driver license or non-driver license number;
2. Date of birth; and
3. Daytime phone number.

Other restrictions may apply. **NOTE:** The Missouri Department of Revenue may electronically resubmit checks returned for insufficient or uncollected funds.

The lienholder will receive a receipt as proof the lien has been perfected.

Submit the completed Notice of Lien (Form 4809) to your local license office or by mail to the following address:

**MOTOR VEHICLE BUREAU
301 WEST HIGH STREET
PO BOX 3355
JEFFERSON CITY MO 65105-3355**

LIEN RELEASE

OWNER INFORMATION AND UNIT DESCRIPTION SECTIONS — Complete all applicable blocks.

FIRST AND SECOND LIENHOLDER SECTIONS — Leave blank.

LIEN RELEASE SECTION — Enter the lienholder's name as shown on title, the date of release, printed name of the lienholder's agent, and signature of lienholder's agent.

NOTARIZATION — The notary information is required to be completed to release the lien.

NOTE: License Office notary service - \$2.00

FRAUDULENT LIEN RELEASE — ANY PERSON WHO KNOWINGLY AND INTENTIONALLY SUBMITS A SEPARATE DOCUMENT RELEASING A LIEN OF ANOTHER WITHOUT THE AUTHORITY TO DO SO SHALL BE GUILTY OF A CLASS D FELONY. (301.640, RSMo)

How to fill out Form 4809 — Notice of Lien, Lien Release, or Authorization to Add/Remove Name from Title

Missouri · written against Form 4809 (Rev 08-2025), issued under RSMo 301.600 and 301.640

[sellmycarhub.com
/forms/missouri/4809-notice-
of-lien-lien-release/](https://sellmycarhub.com/forms/missouri/4809-notice-of-lien-lien-release/)

Three documents printed on one sheet, and the middle one is the piece of paper that decides whether your car can be sold. A lien shown on the face of a Missouri title is cleared by the lender completing and notarising the release section here and handing it back to you, to be attached to the title. The top of the same sheet records a new lien, and the third band is a lender's authorisation to add or remove an owner's name.

This sheet is not the form. Download the blank Form 4809 from the Missouri Department of Revenue at <https://dor.mo.gov/forms/4809.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	Owner information	Your name as it appears on the title application, address, county, and driver licence number, with the change-of-ownership question answered. Watch out: Complete this even though the lender is the one signing. The Department matches the release to a vehicle record through the owner and the unit, not through the lienholder.
2	YOU	The unit	Tick the vehicle type, then year, make, vehicle or hull identification number, purchase date, previous title number and net price. Watch out: The previous title number is the one on the certificate in your hand. If the release ends up describing a different title number the license office cannot pair the two documents.
3	YOU	Leave the two lienholder blocks empty	First lienholder information and second lienholder information, in the middle of the page. Watch out: Counter-intuitive, and it is the Department's own instruction: on a lien release, the first and second lienholder sections are left blank. Those blocks are for recording a new lien.
4	LENDER	The lienholder's name as shown on title	The first field in the release band, and it has to be the name printed on the face of the certificate. Watch out: Banks change names. Where the lender that appears on your title has since been absorbed, the release has to explain the connection, and the Department's titling manual sets out what it will accept.
5	LENDER	The agent's printed name and signature	Two fields beside the lienholder's name, both completed by a person with authority at the lender. Watch out: Signed in front of the notary, not before. The notary is certifying the agent's signature, and a pre-signed form defeats that.
6	LENDER	Lien creation date and release date	Two eight-cell dates inside the notary band - the day the lien was recorded, and the day it is being released. Watch out: The creation date is on the face of your title, in the block headed LIEN DATE. The two together are how the Department matches the release to the entry it is cancelling.
7	LENDER	The notarisation	Everything to the left and below the two lien dates - stamp box, jurisdiction, the sworn-before-me line and the officer's own details. Watch out: The one absolute requirement on this form. A license office notary charges two dollars, but the person being witnessed is the lender's agent, so it is usually done at the lender's own counter.
8	YOU	Attach it to the title	The original release, physically with the certificate, handed to the buyer at the sale. Watch out: Keep a photograph of both before they leave. If the buyer loses the release, the lender has to produce another original - the Department will not take a copy.

What gets this one rejected

- A release with an empty notary block. The instruction page says it in one line - the notary information is required to be completed to release the lien - and the heading on the block itself repeats it.
- A photocopy. Printed across the foot: THE ORIGINAL DOCUMENT MUST BE SUBMITTED. It is recommended that you retain a copy for your records.
- Filling in the lienholder sections when you are releasing rather than recording. The instructions for a lien release are to complete the owner and unit blocks and leave the first and second lienholder sections blank.
- A lienholder's name that does not match the one printed on the face of the title. The release block asks for the lienholder's name as shown on title, because that is the entry the Department is cancelling.
- Signing it yourself because the lender has gone quiet. RSMo 301.640 makes it a class D felony to knowingly and intentionally submit a separate document releasing a lien of another without the authority to do so, and the warning is printed twice on the form.
- Leaving the release loose in an envelope. The heading is ATTACH TO TITLE, and a buyer who arrives at a license office with one but not the other has nothing.

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

