

How to fill out Paper Title Request — Non-Participating Lender

Request for Paper Title

Nebraska · written against Paper Title Request (Rev 02/2026), issued under Nebraska Electronic Lien and Title program;
owner-and-lender routes are printed in the form's own header

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/forms/nebraska/request-
for-paper-title/

The form for getting a printed certificate while the lien stays on it - the header warns in bold, this form is not used to release a lien. Nebraska keeps every lien-noted title electronic, which works perfectly until an owner needs the physical document for something other than a payoff: moving away, or a court. The header names two routes to the same page: a non-participating lender completes it on its own initiative, or the vehicle owner completes the top section and must submit it to the lender for the authorising half. Either way the reasons are a closed list, and an ordinary in-state sale is pointedly not on it - the state's answer to I am selling is pay the loan off and use the release form instead.

This sheet is not the form. Download the blank Paper Title Request from the Nebraska Department of Motor Vehicles, Driver and Vehicle Records Division at https://dmv.nebraska.gov/sites/dmv.nebraska.gov/files/doc/dvr/elt/forms/request_for_paper_title.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	Confirm this is the right form at all	It prints a lien-bearing paper title for an owner who needs the physical certificate. It does not release anything, and a payoff-and-sale wants the release form instead. Watch out: The test is one question: will the loan still exist when the paper arrives? Yes means this form. No means the lien release.
2	YOU	Owner and vehicle lines	Your name as the DMV records it, then the VIN, year and make. Watch out: Check your name against the registration certificate, which prints what the record holds - the must-match condition is on the form's own line.
3	YOU	Where the paper should go	The entity and address for mailing. With a lien on the face, that is you or the lender. Watch out: If a new state's titling office will accept the certificate by mail from you, your own address is simplest - you will be presenting it with that state's application yourself.
4	YOU	The reason, from the printed three	Relocation with out-of-state registration, a court or agency proceeding with supporting documents, or a DMV-approved Other. Watch out: The proceeding box expects paper behind it - supporting documents required is printed in the reason itself, so gather them before the form travels.
5	YOU	Sign, and send it to the lender - not the county	Your signature completes the owner section; the form then goes to the lienholder for the section only they may complete. Watch out: Include a note asking the lender to forward it onward once authorised, and a number they can call - the form gives them a phone line for a reason.
6	LENDER	The lender authorises the printing	Name of lender matching the record, the authorising sentence, signature, job title, phone and date. Watch out: Once it is lodged, the certificate prints and mails to the block in step 3 - and the lien prints with it, which is the whole character of this form.

What gets this one rejected

- Using it to clear a paid-off loan. The header's first line rules it out - this form is not used to release a lien - and a county handed one after a final payment will send everyone back for the release form.
- An owner submitting it straight to the county. The owner's route runs through the lender: you complete the top, the lender authorises the bottom, and without that authorisation the DMV prints nothing.
- Ticking Other for convenience. The third reason exists, but its own text says it must be approved by the DMV - wanting the title in a drawer is not a reason the program recognises.
- Expecting the printed title to come out clean. The lien is still on it. What prints is a certificate showing the lienholder, usable for out-of-state registration or a proceeding, not a document you can assign to a buyer as free and clear.
- The relocation box without a relocation. The first reason is for an owner registering the vehicle in a new state of residence that requires the certificate - a county that later sees Nebraska plates renewed will wonder.

☒ Amber is what you write

☐ Grey is a block somebody else completes

The completed example follows overleaf.

NEBRASKA

DEPARTMENT OF MOTOR VEHICLES

Nebraska Electronic Lien and Title Non-Participating Lender Request for Paper Title

This form is not used to release a lien.

This Request for Paper Title is to be completed by:

- A lender who does not participate in the ELT program and appears as the lienholder on the DMV's record for the vehicle identified below; OR,
- The vehicle owner who must submit to the lender (if the lender does not participate in the ELT program) who appears as the lienholder on the DMV's record for the vehicle identified below.

Vehicle Owner: Ramona L. Svoboda

(Must match owner identified on DMV records)

Vehicle Identification Number (VIN): 4W7KTC5B5ED418205

Vehicle Year: 2014

Vehicle Make: Subaru

Name of Entity and Address where printed Nebraska Certificate of Title is to be mailed:

Ramona L. Svoboda

1912 Cottonwood Ave

Norfolk, NE 68701

Reason for requesting a paper certificate of title:

- ☐ Relocating to another state and certificate of title is required to register vehicle in new state of residence.
- ☐ Necessary for civil, criminal, administrative or arbitral proceeding in any federal, state or local court, government agency, or self-regulatory body. Supporting documents required.
- ☐ Other – must be approved by the DMV: _____

Vehicle Owner Signature: Ramona L. Svoboda

Name of Lender: Elkhorn Valley Federal Credit Union

(Must match lender identified as lienholder on DMV records)

On behalf of the above-identified lender I am authorizing the Nebraska Department of Motor Vehicles to print and mail the requested certificate of title as directed above.

Signature: Janelle R. Prokop

(Authorized Representative of Lender)

Title: Loan Servicing Officer

Date: 05/29/2026

Phone: (402) 555-0142

Mail Completed Application to:

Nebraska Department of Motor Vehicles
Driver and Vehicle Records Division
P.O. Box 94789
Lincoln, NE 68509-4789

Or Fax to 402-471-8694

Or Email dmv.dvrweb@nebraska.gov

Rev. 02/2026

This section to be completed by owner or lender.

This section to be completed by lender only.