

How to fill out MVD-10901 — Application for Duplicate Certificate of Title

New Mexico · written against MVD-10901 (Rev 06/20), issued under NMSA 1978 §§66-5-201 to 66-5-239, via the Mandatory Financial Responsibility affirmation the form prints

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/forms/new-mexico/mvd10901-
duplicate-title/

The way back to a sellable document when the certificate is lost, stolen, mutilated - or, in the option this form uniquely prints, never surrendered by seller. A duplicate is an exact copy of the original: the division changes only the title number and, if necessary, the address, so a lien printed on the lost original prints on the duplicate too unless a release comes in with the application. The fee is printed on the form itself: \$5.00 for a vehicle title, with or without a lien change, and \$12.00 for a boat.

This sheet is not the form. Download the blank MVD-10901 from the New Mexico Taxation and Revenue Department, Motor Vehicle Division at <https://realfile.tax.newmexico.gov/mvd10901.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 block	Your name as the record spells it, and the address the duplicate should reach. Watch out: If your address of record is out of date, the instructions want a pre-addressed envelope for mail applications - or fix the address at the counter, where the division changes it on the duplicate itself.
2	YOU	Title number, and why	The title number if any old paperwork preserves it, and one box: lost, stolen, mutilated, or never surrendered by seller. Watch out: No title number to hand is survivable - the record is found by VIN - but a mutilated certificate should be surrendered with the application rather than described.
3	YOU	The vehicle	Year, make, model, VIN and plate. Boat applicants add the hull measurements. Watch out: The clerk begins with a vehicle inquiry against this VIN, and everything you wrote is read against the record - approximations do not help, they flag.
4	YOU	The lienholder question	Blank if the record is clean. If a lien shows, either attach the release or fill the lender's block and accept that the duplicate mails to them. Watch out: A lien that matured over a year ago needs no release - say so at the counter and have the clerk check the maturity date on the record.
5	YOU	Certify, sign, and pay	The certification sentence, your printed name, signature and date - then \$5.00, by check or money order if mailing. Watch out: In person at a field office is same-visit; the post route runs through the Vehicle Services Bureau in Santa Fe. A seller with a buyer waiting should stand in the line.

What gets this one rejected

- An applicant who is not the owner, a successor, or a documented representative. A buyer holding a bill of sale cannot fetch the seller's duplicate - the instructions require proof such as a power of attorney, letters testamentary, a court order, or the claiming-successor and transfer-without-probate affidavits.
- A live lien with no release attached. The division does not refuse the application - it mails the duplicate straight to the lienholder, which for a seller mid-deal is worse.
- No identification. The applicant presents a driver licence at the counter, or encloses a photocopy by mail.
- Missing the current registration certificate, which the instructions require alongside the application.
- A duplicate requested to change something. Names, connectives and lienholders do not change on a duplicate without the extra paperwork - a bill of sale marked for the change, or a release - because the duplicate is defined as an exact copy.
- Applying when both parties could simply appear. The one exception to no-duplicate-on-a-bill-of-sale is buyer and seller present together with identification - the manual allows the transaction to proceed live.

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

Read off MVD-10901 (Rev 06/20) and the New Mexico Taxation and Revenue Department, Motor Vehicle Division's own pages, current as of 2026-08-23. Plain-language help with a form, not legal advice — where this and the agency differ, the agency governs.

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MVD - 10901
REV. 06/20

State of New Mexico - Motor Vehicle Division



APPLICATION FOR DUPLICATE CERTIFICATE OF TITLE



CAREFULLY READ INSTRUCTIONS ON SECOND PAGE

OWNER INFORMATION

Name of Owner(s) <i>Ysidro T. Maes</i>		
Address <i>1187 Calle del Bosque</i>		
City <i>Las Cruces</i>	State <i>NM</i>	Zip Code <i>88005</i>
Email Address	Phone <i>(575) 555-0134</i>	

TITLE INFORMATION

Title No. <i>20190447388</i>	Original Title was: ☒ Lost ☐ Stolen ☐ Mutilated ☐ Never Surrendered by Seller
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VEHICLE / VESSEL INFORMATION

Year <i>2014</i>	Make <i>Subaru</i>	Model <i>Outback</i>
Vehicle or Hull Identification Number <i>4S4BRBAC3E3201573</i>	Secondary or Engine Number	Vehicle License Plate Number <i>KDT-483</i>
Boat Registration Number	Overall Boat Length <i>ft. in.</i>	Boat Beam Width <i>ft.</i>
		Boat Transom Depth <i>ft.</i>

LIENHOLDER INFORMATION (IF APPLICABLE)

Lienholder's Name	Lien Maturity Date
Address	
City	State Zip Code
Email Address	Phone

NOTICE: Payment of the registration fee and acceptance of the application by the Motor Vehicle Division constitutes an affirmation that the applicant for title and registration has complied with the requirements of the Mandatory Financial Responsibility Act, NMSA 1978 §66-5-201 through 66-5-239.

FEES: VEHICLE TITLE: \$5.00 (with adding or deleting a lien) VESSEL (BOAT) TITLE: \$12.00
VEHICLE TITLE: \$5.00 (without adding or deleting a lien)

APPLICANT CERTIFICATION: I hereby certify that the information given herein is true and correct to the best of my knowledge and affirm that I have complied with the requirements of the Mandatory Financial Responsibility Act with respect to this vehicle.

<i>Ysidro T. Maes</i>	<i>Ysidro Maes</i>	<i>07/30/2026</i>
Printed Name of Applicant	Applicant's Signature	Date

The Division is not responsible for false or fraudulent statements the applicant/registered owner makes in connection with this application, nor is the Division liable for lien recording errors. The registered owner must notify the Division of any errors contained in the title and registration issued pursuant to this application.

If applying by mail, send application, supporting documentation and appropriate fee to:



VEHICLE SERVICES BUREAU
P. O. BOX 1028
SANTA FE, NEW MEXICO 87504 - 1028

Make check or money order payable to the Motor Vehicle Division. **Do not send cash.**

MVD-INFO 1-888-683-4636

APPLICANT INSTRUCTIONS

1. Applicant must be the registered owner, legal owner, successor in interest or legal representative.
2. If applicant is the legal representative of the owner, proof of Power of Attorney must be provided.
3. Applicants must present their Driver License as proof of identification or send a photocopy if applying by mail.
4. Applicant must provide the most current registration certificate or send a photocopy if applying by mail.
5. If original title reflects an outstanding lien, applicant must provide a Release of Lien or the Duplicate Title will be mailed to Lienholder.
6. If you are applying by mail and original title is on file and there is no lien, the Duplicate Title will be mailed to the New Mexico address of record unless applicant provides a pre-addressed envelope indicating a different address.
7. If there is no original title on file and the vehicle or vessel is inoperable, located out-of-state or cannot be brought in to a New Mexico MVD field office, applicant must arrange for the V.I.N./H.I.N. Inspection portion of the application to be completed.

FEES: VEHICLE TITLE: \$5.00 (*with* adding or deleting a lien)
VEHICLE TITLE: \$5.00 (*without* adding or deleting a lien)
VESSEL (BOAT) TITLE: \$12.00

In-state applicants may obtain Duplicate Title at the local MVD field office.

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