

How to fill out VTR-340 — Surrendered Ownership Evidence for Vehicles to be Dismantled, Scrapped, or Destroyed

Texas · written against VTR-340 (Rev 06/26), issued under Texas Transportation Code 501.0935

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/forms/texas/vtr-340-
surrendered-ownership-
evidence/

A licensed dealer or used automotive parts recycler's periodic return, listing the vehicles they took in and destroyed and surrendering the ownership evidence for each. A private seller never files one - but the search results put it in front of people scrapping a car, so it is worth knowing whose form it is.

This sheet is not the form. Download the blank VTR-340 from the Texas Department of Motor Vehicles at https://www.txdmv.gov/sites/default/files/form_files/Form_VTR-340.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	DEALER	Reporting period	Start and end dates for the return. Watch out: This is a batch covering a period, which is the first sign the form is not about your one car.
2	DEALER	Dealer or recycler information	Entity name exactly as it appears on the licence, phone, licence number and address. Watch out: Entity name as listed on licence. If that phrase does not describe you, you are on the wrong form.
3	DEALER	Vehicle blocks	VIN, year, make, body style, model, title number, state of issuance and plate - up to ten vehicles. Watch out: Ownership evidence for each one goes in with the form, and a copy stays on the premises for four years.
4	DEALER	Sign and date	Printed name and date for the licensee. Watch out: Wait for the acknowledged copy before destroying any plates or stickers. Until then they are supposed to be locked up.

What gets this one rejected

- Filing it as a private individual. The heading asks for an entity name as listed on the licence and a licence number, and there is no version of those a private seller has.
- Using it to scrap your own car. The route for an individual with no title is the VTR-71-2, which is a different form with a different fee and a different outcome.
- Destroying plates too early. Any plates and stickers removed may be destroyed only once the form comes back acknowledged by a TxDMV representative - until then they must be stored in a secure location.
- Throwing away the paperwork afterwards. The licensee has to keep a record of every vehicle and a photocopy of the front and back of the ownership evidence until the fourth anniversary of filing.

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

Read off VTR-340 (Rev 06/26) and the Texas Department of Motor Vehicles's own pages, current as of 2026-08-23. Plain-language help with a form, sellmycarhub.com
not legal advice — where this and the agency differ, the agency governs.



Texas Department
of Motor Vehicles

Surrendered Ownership Evidence for Vehicles to be Dismantled, Scrapped, or Destroyed

Reporting Period: 09 / 01 / 26 to 09 / 30 / 26

Dealer or Used Automotive Parts Recycler Information

Entity Name (as listed on license) <i>Lone Oak Auto Salvage LLC</i>	Phone Number <i>(210) 555-0173</i>	License Number <i>S-0071834</i>
Address <i>4711 Rittiman Rd, San Antonio, TX 78218</i>	City	State Zip

Vehicle Information

Vehicle	Vehicle Identification Number	Year	Make	Body Style	Model
Vehicle 1	<i>1HGEM21902L071845</i>	<i>2002</i>	<i>Honda</i>	<i>4D</i>	<i>Civic</i>
	Title/Document Number <i>03418826570931204</i>	State of Title Issuance <i>TX</i>	License Plate State and Number (if any)		
Vehicle 2	Vehicle Identification Number	Year	Make	Body Style	Model
	Title/Document Number	State of Title Issuance	License Plate State and Number (if any)		
Vehicle 3	Vehicle Identification Number	Year	Make	Body Style	Model
	Title/Document Number	State of Title Issuance	License Plate State and Number (if any)		
Vehicle 4	Vehicle Identification Number	Year	Make	Body Style	Model
	Title/Document Number	State of Title Issuance	License Plate State and Number (if any)		
Vehicle 5	Vehicle Identification Number	Year	Make	Body Style	Model
	Title/Document Number	State of Title Issuance	License Plate State and Number (if any)		
Vehicle 6	Vehicle Identification Number	Year	Make	Body Style	Model
	Title/Document Number	State of Title Issuance	License Plate State and Number (if any)		
Vehicle 7	Vehicle Identification Number	Year	Make	Body Style	Model
	Title/Document Number	State of Title Issuance	License Plate State and Number (if any)		
Vehicle 8	Vehicle Identification Number	Year	Make	Body Style	Model
	Title/Document Number	State of Title Issuance	License Plate State and Number (if any)		
Vehicle 9	Vehicle Identification Number	Year	Make	Body Style	Model
	Title/Document Number	State of Title Issuance	License Plate State and Number (if any)		
Vehicle 10	Vehicle Identification Number	Year	Make	Body Style	Model
	Title/Document Number	State of Title Issuance	License Plate State and Number (if any)		

Certification – State law makes falsifying information a third degree felony

I certify all unexpired license plates and registration stickers were removed from each listed motor vehicle that was obtained by the listed entity for the purpose of dismantling, scrapping, or destroying, the listed ownership evidence was assigned to the named entity and is being surrendered to the department in accordance with Transportation Code, Chapter 501, and I understand these vehicles cannot be repaired, rebuilt, reconstructed, made operable, or retitled.

Signature of Entity's Authorized Agent <i>Everett Sandoval</i>	Printed Name (Same as Signature)	Date <i>10/02/2026</i>
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Department Receipt – For TxDMV Use Only

As a representative of the Texas Department of Motor Vehicles, I certify the evidence of ownership listed above was surrendered to the department on the date as indicated by the date-stamp on this form.

Signature of TxDMV Employee	Printed Name (Same as Signature)	Date
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