



ANNETTE RAMIREZ

Tax Assessor-Collector & Voter Registrar
www.hctax.net

**HOMEMADE/SHOPMADE TRAILER
 CHECKLIST**

<input checked="" type="checkbox"/>	ITEM
	1. VTR-141 – Trailer Verification Statement of Fact
	2. Picture of the trailer
	3. VTR-68-A – Secured from the inspecting Motor Vehicle Theft (MVT) agent of the law enforcement agency. Top completed and notarized by applicant/owner; bottom completed by inspecting MVT agent.
	4. Fee - \$2.00
	5. Items 1 – 4 must be submitted to the Texas Department of Motor Vehicles (TxDMV) located at 2110 E. Governor’s Circle, Houston, Tx 77092; 713-802-4300 to secure an assigned trailer (TR) number and obtain an official approval letter.
	6. TxDMV issues TR number along with for 68-N – Notice of Assigned Number
	7. Applicant die-stamps TR number as per TxDMV instructions.
	8. Applicant submits items 9 – 15 for title and/or registration to the tax office. You can either mail it to our office or visit our website www.hctax.net to schedule an appointment. By Mail: Ann Harris Bennett, Po Box 4089 Attn: Title Dept, Houston TX 77002
	9. Form 130U – Texas Title Application
	10. Certified Weight Certificate
	11. Form 68-N – Completed by TxDMV & applicant
	12. Form VTR-141 – Trailer Verification Statement of Fact
	13. Pencil Tracing of the TR number die-stamped onto the trailer
	14. Photocopy of the Form VTR-68-A
	15. Vehicle Inspection Report (VIR), if trailer has a gross weight over 7500 Pounds
	16. Fees vary depending on the weight