



Collin County

Office of

Scott Grigg

Tax Assessor/Collector
2300 Bloomdale Dr., Ste 2302
McKinney, TX 75070

PERMISSION LETTER

For Collin County Motor Vehicle Transactions

The Owner of Record may use this form to authorize a Third Party to process and pick up related items for motor vehicle transactions, and allows a Third Party to sign for No tickets and/or a Temporary Permit. **This form does not function as a Power of Attorney and does not allow a Third Party to sign any other documents on behalf of the Owner of Record.**

I, the Owner of Record, hereby authorize _____ to complete the following transaction(s) on my behalf. **(Please INITIAL one or more)**

_____ Renew Registration

_____ Purchase Replacement Plates

_____ Purchase Replacement Sticker

_____ Other _____

For the following vehicle(s):

YR _____ Make _____ VIN _____ Plate# _____ Color _____

Has anyone received a Citation for expired registration? (Circle one) Yes or No

YR _____ Make _____ VIN _____ Plate# _____ Color _____

Has anyone received a Citation for expired registration? (Circle one) Yes or No

Form submitted by: (Circle one)

Individual

Dealership

Title Service

Owner of Record:

Printed name: _____ Daytime phone # _____

Current Collin County address: _____

Signature: _____ Date: _____

A legible current copy of acceptable ID for the Owner of Record and Authorized Person must be submitted with this form. This form must be completed in its entirety to be accepted.