MV-37 (4-13)

pennsylvania
DEPARTMENT OF TRANSPORTATION
www.dot.state.pa.us

APPLICATION FOR ENROLLMENT/CHANGE IN ELECTRONIC LIEN AND TITLE SYSTEM

For Department Use Only
Research and Support Operations Section • PO Box 68269 • Harrisburg, PA 17106-8269

This form is to be used by financial institutions and other lienholders to enroll in Pennsylvania's Electronic Lien and Title (ELT) Program, and to modify an ELT account with PennDOT.

A	ACTION REQUESTED - To Be Completed by Financial Institution

This application is for (check one):

❒ Initial Enrollment in ELT Program (The financial institution must provide either a Federal Employer Identification Number or American Bankers Association (ABA) Routing Number) - (Complete Sections B and C)

❒ Change of Service Provider - (Complete Sections B and C)   ❒ Change of Financial Institution Address - (Complete Section B)

❒ Removal from ELT Program - (Complete Section B)   ❒ Change of Financial Institution Name - (Complete Section B)

FIN# _____   **(Required for all selections above, except Initial Enrollment)**

B	LIENHOLDER INFORMATION - To Be Completed By Financial Institution

Name of Financial Institution/Lienholder	FEIN	ABA Number

Mailing Address	City	State	Zip Code

Name of Authorized Representative (Please Print)	Date	Telephone Number ( )	Name of ELT Service Provider - (Choose From Options Below) ❑ VINTEK ❑ FDI ❑ PDP Group ❑ DDI ❑ Assurant

C	SERVICE PROVIDER AUTHORIZATION - To Be Completed by Service Provider

ELT Contract Authorized by: (Print Name of Service Provider Employee)	Title of Service Provider Employee

E-mail Address of Service Provider Contact Person	Telephone Number ( )	Requested ELT Start or End Date for Lienholder ❑ Start ❑ End

Authorized ELT Service Providers:

VINtek, Inc.
1735 Market Street
9th Floor, Suite 900
Philadelphia, PA 19103
(215) 599-2435
rchristini@vintek.com

FDI Collateral Management
9750 Goethe Road
Sacramento, CA 95827
(800) 594-1470
imp@fdielt.com

PDP Group, Inc.
10909 McCormick Road
Hunt Valley, MD 21031
(410) 584-2099
contact@simplyelt.com
www.simplyelt.com

Decision Dynamics, Inc.
4723-C Sunset Blvd.
Lexington, SC 29072
(803) 808-0117
info@etitlelien.com

Assurant Specialty Property
2975 Breckinridge Blvd.
Duluth, GA 30096
(866) 742-1466
als.info@assurant.com

- Financial institutions must complete Sections A and B, then forward this form to the selected service provider.

- This completed application *must be submitted to PennDOT by the authorized ELT service provider* named in Section B.

- The lienholder must contract with one of PennDOT's approved ELT service providers for transmission of all vehicle and title data.

Participating lienholders agree to the following conditions and requirements:

- The lienholder must provide Financial Institution Number (FIN) assigned by PennDOT, to all loan recipients and automotive dealers utilizing selected lienholder services.

- The lienholder must work directly with the contracted service provider's Help Desk to resolve all ELT discrepancies and data transmission issues.

- The lienholder must protect the confidentiality of the information and data to which lienholder has access. At no time will the lienholder furnish to any person, association or organization any vehicle or title data received from PennDOT without PennDOT's prior written consent.

- The lienholder has no proprietary rights to the information received from PennDOT.

- The lienholder understands that PennDOT and its employees shall not be liable to the lienholder for any damage, costs, lost production or any other loss of any kind for failure of PennDOT's equipment, hardware or software, or for the loss of consequential damages that are the result of any other type of failure.

- Authorization may be terminated by either party upon giving 30 days written notice to the other party. In the event of termination, PennDOT is released from any and all obligations to the lienholder.

Upon approval of this form, the applicant financial institution is authorized to begin utilizing the following ELT transactions:

a. **Verify Lien** - Allows the lienholder to verify they are the lienholder for a specific Title or VIN number.

b. **Reject Lien** - Allows a lienholder to reject the lien establishment transaction, as sent by PennDOT, when the lienholder believes the record was established in error.

c. **Reject Changed Vehicle Data** - Allows the lienholder to reject the changed vehicle transaction, as sent by PennDOT, when the lienholder has no corresponding record on their file.

d. **Change Owner Address** - This transaction is used by the lienholder to update the vehicle owner's address at any time while its electronic lien is in place.

e. **Change Owner Address and Release Lien** - This transaction is used by the lienholder to update the vehicle owner's address and then release its electronic lien, resulting in an unencumbered paper title issued to the owner at the new address.

f. **Release Lien** - This transaction is used by the lienholder to release its electronic lien, resulting in an unencumbered paper title issued to the owner.

g. **Release Lien to Approved Third Party** - This transaction is used by the lienholder to release its electronic lien when a vehicle loan is paid off by a vehicle dealer or insurance company, resulting in a paper title issued directly to the dealer or insurance company.

h. **Convert ELT to Paper Title** - This transaction is used by the lienholder to convert an electronic title to a paper title with the lien information intact, resulting in a paper title issued to the lienholder.

i. **Convert Existing Paper Title to ELT** - This transaction is used by the lienholder to convert a paper title with lien to an electronic title with a lien.

j. **Update Lienholder Address** - This transaction is used by the lienholder to update the lienholder's address on an existing ELT.

--------------------------------**F O R   D E P A R T M E N T   U S E   O N L Y**--------------------------------

_____
Name of PennDOT Reviewer   Date

❏ Approve

❏ Disapprove
   Reason(s): _____

Action: ❏ Forward for System Update   ❏ Return to Service Provider   ❏ Return to Lienholder