



Automobile Dealers Association of Indiana, Inc.

REGULATORY BULLETIN

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Regulatory Agency Liaison

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BULLETIN # 15

PROCEDURE for EXPEDITED FREE CORRECTION TITLE

('Speed Free Correction')

The Bureau of Motor Vehicles (BMV) has agreed to 'expedite' the process of obtaining a corrected title for an ***easily verifiable*** Indiana title issued with a Bureau error. This procedure will be handled by the BMV Title Division's Title Tracing/Error Correction Department (TT/EC) --- ***not*** the license branches. A corrected title may be issued and available for pickup or mail within 24 hours Monday through Friday.

The dealer "Speed Free Correction" title procedure is as follows:

1. **Dealer Verify** that an error has been made by the BMV -
 - a. Copy of title submitted (front & back and any pertinent attachments) compared with
 - b. Copy of title received
2. **Dealer Notify** BMV Title Tracing/Error Correction Department
 - a. TT/EC Program Coordinator or Supervisor
 - i. Nancy Miller -- (317) 233-2661
 - ii. Linda Minor -- (317) 233-2660
 - b. General -- (317) 233-2507
3. **Dealer Fax** supporting documentation indicated in #1 to TT/EC -- (317) 233-5131
4. **TT/EC Verify & Contact** the dealer with results --
 - a. "Yes" and new title #; or
 - b. "No" and explanation
5. **Process** -- TT/EC will process the corrected title
6. **Pickup & Delivery** -- Dealer / BMV exchange of titles
 - a. **In person** : Dealer will deliver erroneous title & pickup corrected title in person at the Dealer/Special Sales Division, 6400 East 30th Street, Indianapolis, IN 46219 between 1:00 p.m. -- 4:45 p.m. the following business day (Dealer/Special Sales will forward the erroneous title to TT/EC along with any corrected titles not picked up); or
 - b. **By Mail** : Dealer will mail the old title to TT/EC and, upon receipt, TT/EC will mail the new corrected title to the dealer.
NOTE: The BMV cannot pay for 'Overnight' delivery. If dealer wants 'Overnight', dealer must pay for & supply 'Overnight' envelopes or account numbers.

If you have any questions about this procedure, please contact the BMV Title Tracing/Error Correction Department at (317) 233-2507.

Be sure to VERIFY all information on a newly issued title received from the Bureau PRIOR TO FILING in the deal jacket. This will insure that no further errors or delays are perpetrated.