



United States Department of State

Washington, D.C. 20520

February 3, 2025

NOTICE

Updated Procedures for Requesting Duplicate Vehicle Titles

The Department of State's Office of Foreign Missions (OFM) has updated the procedures for requesting duplicate vehicle titles. Effective **February 7, 2025**, requests for duplicate vehicle titles must be submitted via eGov.

The "Duplicate Vehicle Title" application will be available under the DMV section of eGov beginning February 7, 2025. This application is designed to issue a replacement title when the original OFM-issued title is lost, damaged, or otherwise unusable. Changes to the information on the title are not permitted through this application. If changes are required, missions must submit a new title request using the "Vehicle Title" application.

To apply for a duplicate mission vehicle title, missions must provide the complete vehicle identification number (VIN) and mission point of contact email address on the eGov application. For duplicate personal vehicle title requests, missions must provide the applicant's PID, name, date of birth, and complete VIN.

A \$25 service fee applies to duplicate title requests. An invoice will be sent via email, and payment must be rendered via Pay.gov prior to the release of the duplicate title. Please refer to circular diplomatic notes No. 19-1093, dated August 9, 2019, (<https://www.state.gov/wp-content/uploads/2019/08/19-1093Service-Fee-Circular-Reissuance-FINAL.pdf>), and No. 22-2555, dated November 25, 2022, ([https://www.state.gov/wp-content/uploads/2022/11/2022-11-25-Circular-Note-Pay.gov .pdf](https://www.state.gov/wp-content/uploads/2022/11/2022-11-25-Circular-Note-Pay.gov.pdf)), for additional information on fees and payment instructions. When available, the original Department of State title should be returned to OFM in exchange for the duplicate title.

Missions located in the Washington, D.C. Metropolitan area may direct questions regarding this change to OFM-FMS@state.gov. Missions located outside of the Washington Metropolitan area should contact their regional OFM office. Regional office contact information may be found on OFM's website: <https://www.state.gov/regional-offices-office-of-foreign-missions/>.