



MARY L. SWAIN
BUTLER COUNTY CLERK OF COURTS

REQUEST FOR RELEASE OF TITLE FROM LIENHOLDER

Your customer, whose name and current address appear below, wishes to procure an Ohio Certificate of Title. Below is the necessary information to conform to Ohio law:

1. The original Certificate of Title and Security Agreement.
2. A self-addressed stamped envelope so that we may mail the Ohio Certificate of Title back to you.

To the Lessee: Please indicate the title office below where you would like to pick up your title.
To the Lessor: Please mail the required documents listed above to the office indicated below.

Hamilton Title Office
315 High St., 5th Fl.
Hamilton, OH 45011
(513) 887-3090
Fax: (513) 887-3970

Middletown Title Office
3230 Roosevelt Blvd.
Middletown, OH 45044
(513) 425-8766
Fax: (513) 425-8604

West Chester Title Office
4872 Union Centre Pavillion Drive
West Chester, OH 45069
(513) 860-9702
Fax: (513) 860-9708

Fairfield Title Office
530 Wessel Dr.
Fairfield, OH 45014
(513) 737-7308
Fax: (513) 737-7487

Customer Name: _____
Address: _____
City: _____ State: _____ ZIP: _____
Phone: _____ Account Number: _____
Vehicle Description: Year: _____ Make/Model: _____
VIN Number: _____

Thank you for your time and attention to this matter.

Deputy Clerk