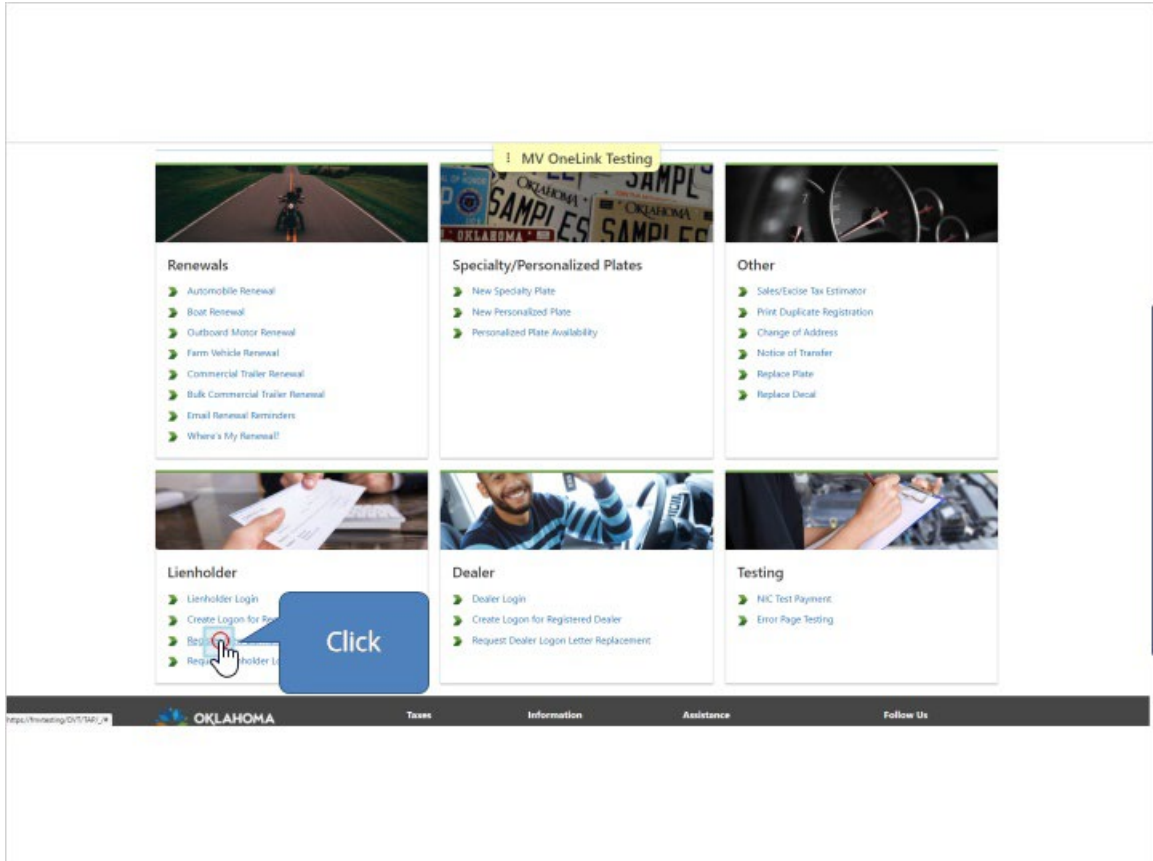




## 1. Select Register New Lienholder





**2. Check box to verify they are a lienholder and then select business or individual.**

OKCARS

MV OneLink Testing

Register New Lienholder

Register New Lienholder

New Lienholder

☐ Lienholder Type

Business

Legal Name \*

Required

FEB \*

Required

Confirms FEB \*

Required

Phone Number \*

Required

Email \*

Required

Physical Address

Street \*

Required

Unit Type \*

Unit

Cancel

Previous

Next



**3. Input information for the lienholder account. This screen may be slightly different based on whether or not you selected business or individual. If you have separate addresses for titling or mailing, be sure to click the corresponding box at the bottom of the screen.**



**4. View if Individual option has been selected.**

### New Lienholder Registration

DBA Name

First Name	Middle Name	Last Name	Suffix
ELROND		HALF-ELVEN	
Phone Number	Email		
405-555-6789	elrond@rivendellbank.com		

### Physical Address

Street

2501 N LINCOLN BLVD

Unit Type	Unit	City	State	Zip Code
		OKLAHOMA CITY	OKLAHOMA	73105-4508

☐ Add a mailing address

☐ Add a title mailing address

[Verify Physical Address](#)

Address Verified\*





***6. If you selected additional addresses such as mailing or titling, the next page will give you the option to enter that additional information. If you did not select those options, the next page will be a summary page.***

A screenshot of the "New Lienholder Registration" form on the OKCARS website. The form is titled "New Lienholder Registration" and includes a yellow banner at the top that says "MV OneLink Testing". The form has several sections: "Legal Disclaimer" (with a checked box), "Lienholder Type" (set to "Business"), "Legal Name" (set to "BANK OF BUGTROPOLIS"), "FEIN" (set to "00-0004567"), "Confirm FEIN" (set to "00-0004567"), "Email" (set to "matthew.roberts@tax.ok.gov"), "Physical Address" (with fields for Street, Unit, City, State, and Zip Code), and "Add a mailing address" and "Add a title mailing address" checkboxes. A blue callout box with white text and a cursor icon points to the "Physical Address" section, stating "Select and enter additional address as needed." The form also includes a "Verify Physical Address" button and an "Address Override" link. At the bottom, there are "Cancel", "Previous", and "Next" buttons. The footer of the page contains the OKLAHOMA Tax Commission logo, links for "Taxes", "Information", "Assistance", and "Follow Us", and social media icons for Facebook, Twitter, LinkedIn, and YouTube.



## 7. Submit the request.

Business

Legal Name

BANK OF BUGTROPOLIS

FEIN

\*\*-\*\*\*4567

Confirm FEIN

\*\*-\*\*\*4567

Phone Number

405-555-5555

Email

mathew.roberts@tax.ok.gov

! MV OneLink Testing

Physical Address

Street

1234 SOMEWHERE ST

Unit Type

Unit

City

OKLAHOMA CITY

State

OKLAHOMA

Zip Code

73107-0000

☐ Add a mailing address

☐ Add a title mailing address

Verify Physical Address

Address Override\*

Cancel

Click

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OKLAHOMA

Tax Commission

Taxes

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Ad Valorem

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## 8. Review and click on submit.

OKCARS

MV OneLink Testing

Register New Lienholder

Register New Lienholder

Register New Lienholder

Summary

Summary

Upon submission, the following request for a registered lienholder account will be sent to the Oklahoma Tax Commission for review.

Lienholder Type	: Business
Business Name	: BANK OF BUSTROPOUS
Physical Address	: 1234 SOMEWHERE ST OKLAHOMA CITY OK 73107

Cancel

Click

OKLAHOMA Tax Commission

Taxes

Individuals

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Motor Vehicles

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Forms

Information

About

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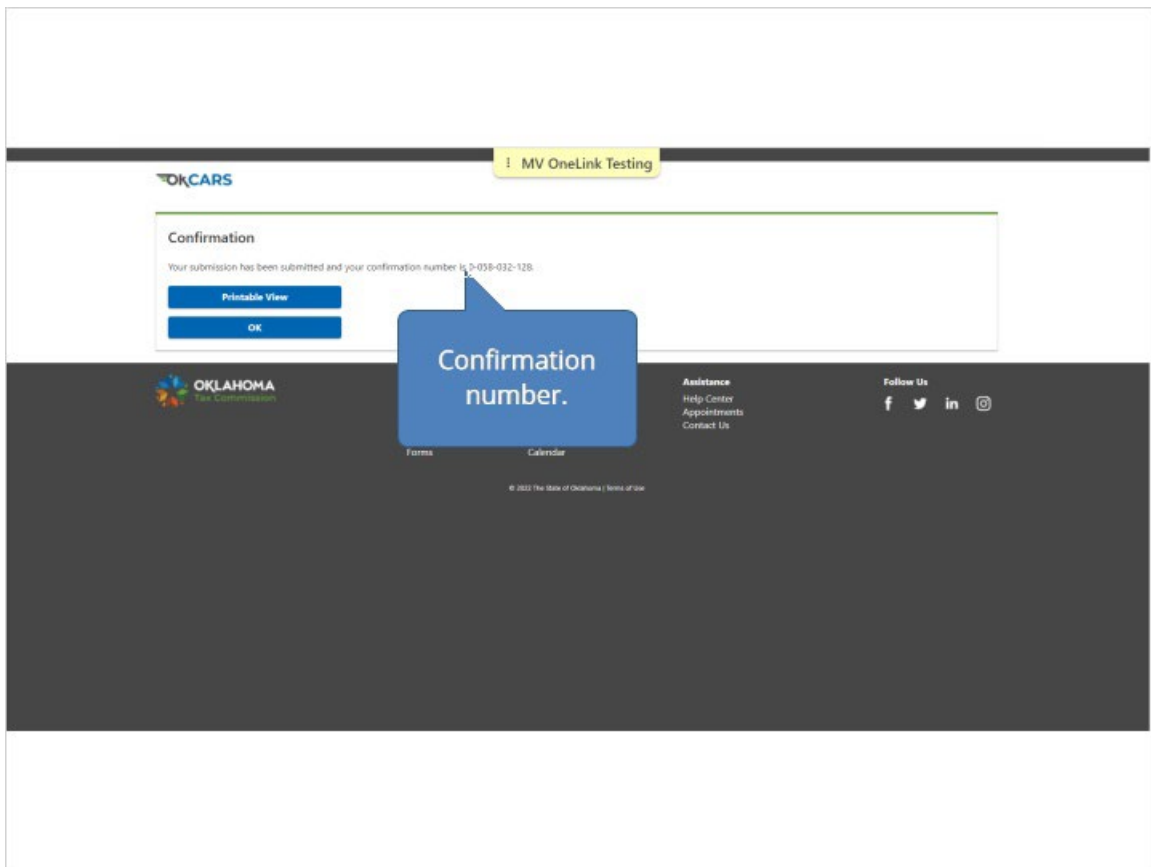
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https://testing.OVTDAP...






**9. Once submitted you will receive a confirmation number.**






**10. A Registration Confirmation Letter will be mailed out that includes the Lienholder ID and Letter ID needed to create an account in OKCars.**

# Registration Confirmation Letter



**OKLAHOMA**  
Tax Commission



1234 SOMEWHERE ST  
OKLAHOMA CITY OK 73107

Date Issued: 20-Mar-2022

Lienholder ID: LH001151

Letter ID: L1531265024



## 11. Click on Create a Logon for Registered Lienholder.

Once the lienholder has received their letter, they can apply for a web logon. They will go to OKCARS and select create logon for registered lienholder.

The screenshot displays the OKCARS website interface. At the top, there are three main navigation categories: Renewals, Specialties (highlighted with a yellow bar and 'MV OneLink Testing'), and Other. Below these are three columns of links. The 'Lienholder' section in the bottom left column is highlighted with a red circle, and a blue callout box with the word 'Click' points to the 'Create Logon for Registered Lienholder' link. The footer contains the Oklahoma Tax Commission logo, navigation links for Taxes, Information, Assistance, and Follow Us, and a copyright notice for 2022.

**Renewals**

- Automobile Renewal
- Boat Renewal
- Outboard Motor Renewal
- Farm Vehicle Renewal
- Commercial Trailer Renewal
- Bulk Commercial Trailer Renewal
- Email Renewal Reminders
- Where's My Renewal?

**Specialties** : MV OneLink Testing

- New Specialty Plate
- New Personalized Plate
- Personalized Plate Availability

**Other**

- Sales/Estate Tax Estimator
- Print Duplicate Registration
- Change of Address
- Notice of Transfer
- Replace Plate
- Replace Decal

**Lienholder**

- Lienholder Login
- Create Logon for Registered Lienholder**
- Register New Lienholder
- Request Lienholder Logon Letter Replacement

**Testing**

- NIC Test Payment
- Error Page Testing

**OKLAHOMA Tax Commission**

**Taxes**

- Individuals
- Businesses
- Motor Vehicles
- Ad Valorem
- Forms

**Information**

- About
- Newsroom
- Careers
- Reporting & Resources
- Calendar

**Assistance**

- Help Center
- Appointments
- Contact Us

**Follow Us**

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https://testing.OVCARS.gov



**12. For their first logon, they will input the lienholder ID and letter ID from their registration letter. Please note only the most recent letter ID will function and the letter must have already been issued.**

OkCARS

! MV OneLink Testing

Business Login Registration

Business Login Registration

Identification Registration

Please identify the business registering for an OkCARS login:

Business Type

Lienholder

Lienholder ID \*

Registration Letter ID \*

Required

Required

Click

Letter ID is found on the registration letter sent to the business's mailing address. A replacement letter can be requested on the OkCARS homepage if the current letter is lost.

Cancel Previous Next

OKLAHOMA Tax Commission

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### 13. Click Next.

! MV OneLink Testing

OkCARS

Business Login Registration

Business Login Registration

Identification Registration

Please identify the business registering for an OkCARS login

Business Type

Lienholder

Lienholder ID

LH001151

Registration Letter ID

L1531265024

Letter ID is found on the registration letter sent to the business's mailing address. A replacement letter can be requested on the OkCARS homepage if the current letter is lost.

Cancel

Click

OKLAHOMA Tax Commission

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## 14. Input information to create the original logon

Password requirements are listed below password confirmation. Please note that the name information is for the individual user and not the company name. Once the web logon has been submitted the Motor Vehicles Department will be notified.

! MV OneLink Testing

OKCARS

Business Login Registration

Business Login Registration

Identification Registration

**Logon Info**

Email Address  
Required

Confirm Email Address  
Required

Password  
Required

Confirm Password  
Required

Click

Profile Info

First Name  
Required

Last Name  
Required

Secret Question  
Required

Secret Answer  
Required

Phone Number

Country  
USA

Type  
Cell

Phone  
Required

Cancel Previous Submit

https://testing.OV/T94L... Terms Information Assistance Follow Us



## 15. Click Submit.

! MV OneLink Testing

OKCARS

Business Login Registration

Business Login Registration

Identification Registration

**Logon Info**

Email Address  
joe.smith@bugbank.com

Confirm Email Address  
joe.smith@bugbank.com

Password  
\*\*\*\*\*

Confirm Password  
\*\*\*\*\*

- Passwords cannot be reused
- Minimum 10 characters
- Passwords must contain both letters and numbers
- Passwords must contain both uppercase and lowercase letters
- Passwords must contain special characters

**Profile Info**

First Name  
JOE

Last Name  
SMITH

Secret Question  
What is the first and last name of your favorite child?

Secret Answer  
\*\*\*\*\*

**Phone Number**

Country  
USA

Type  
Cell

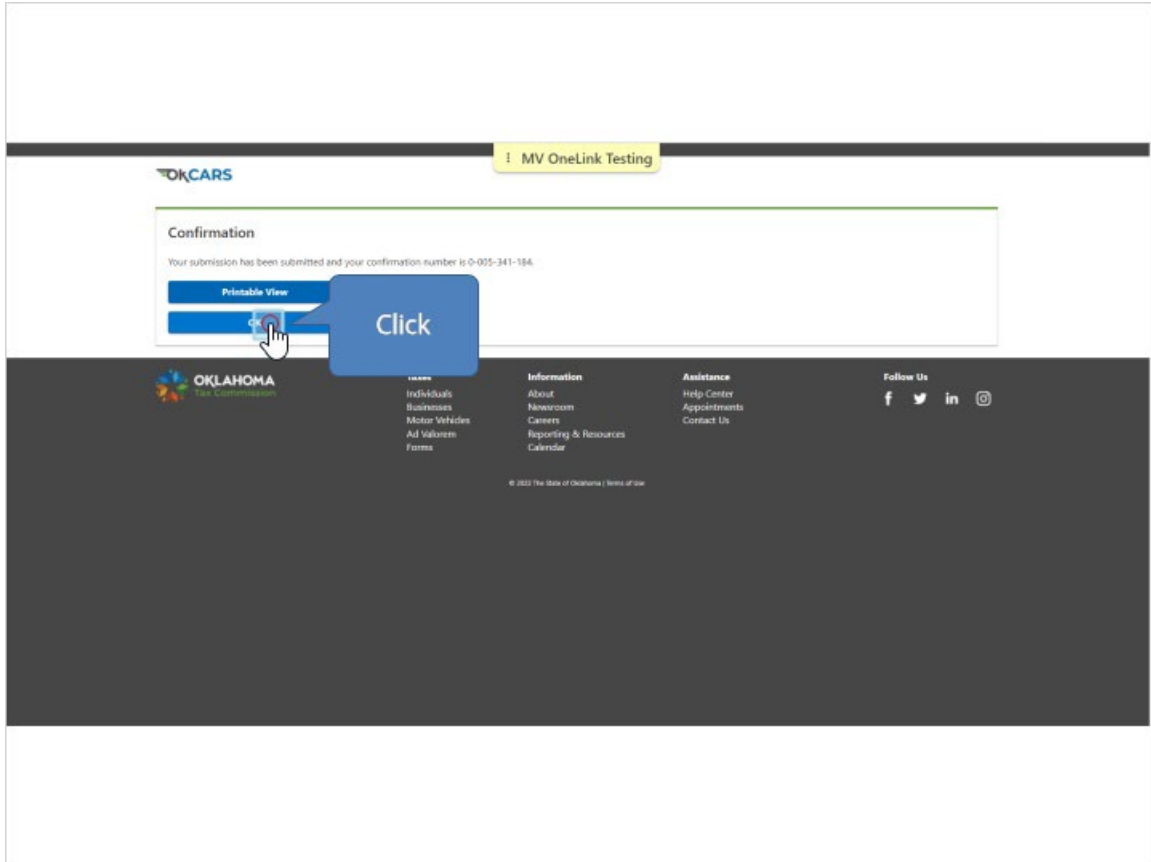
Phone  
(405) 555-5555

Cancel

Click



**16. You will receive a confirmation number. You may save it for your records and then click OK.**

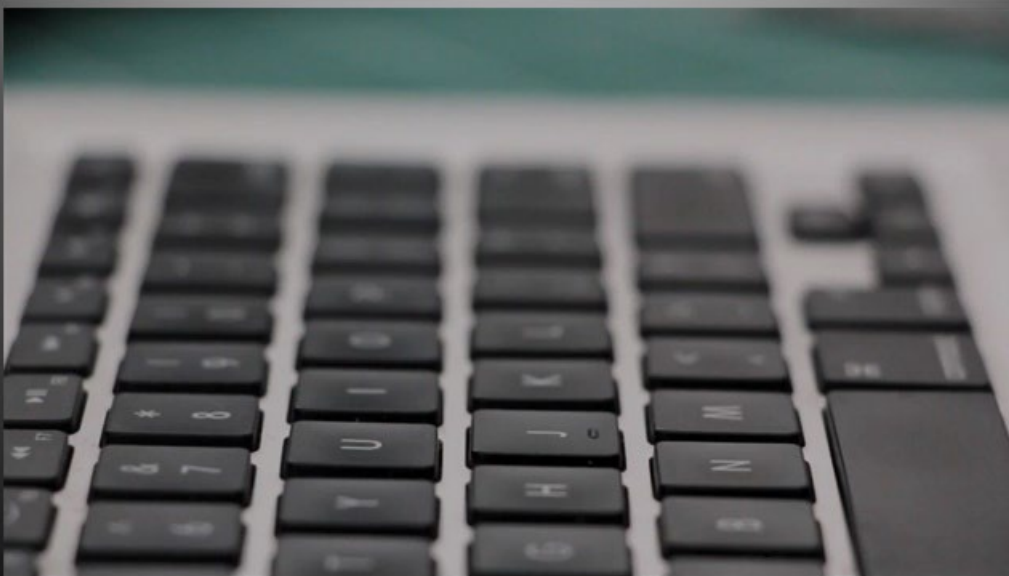






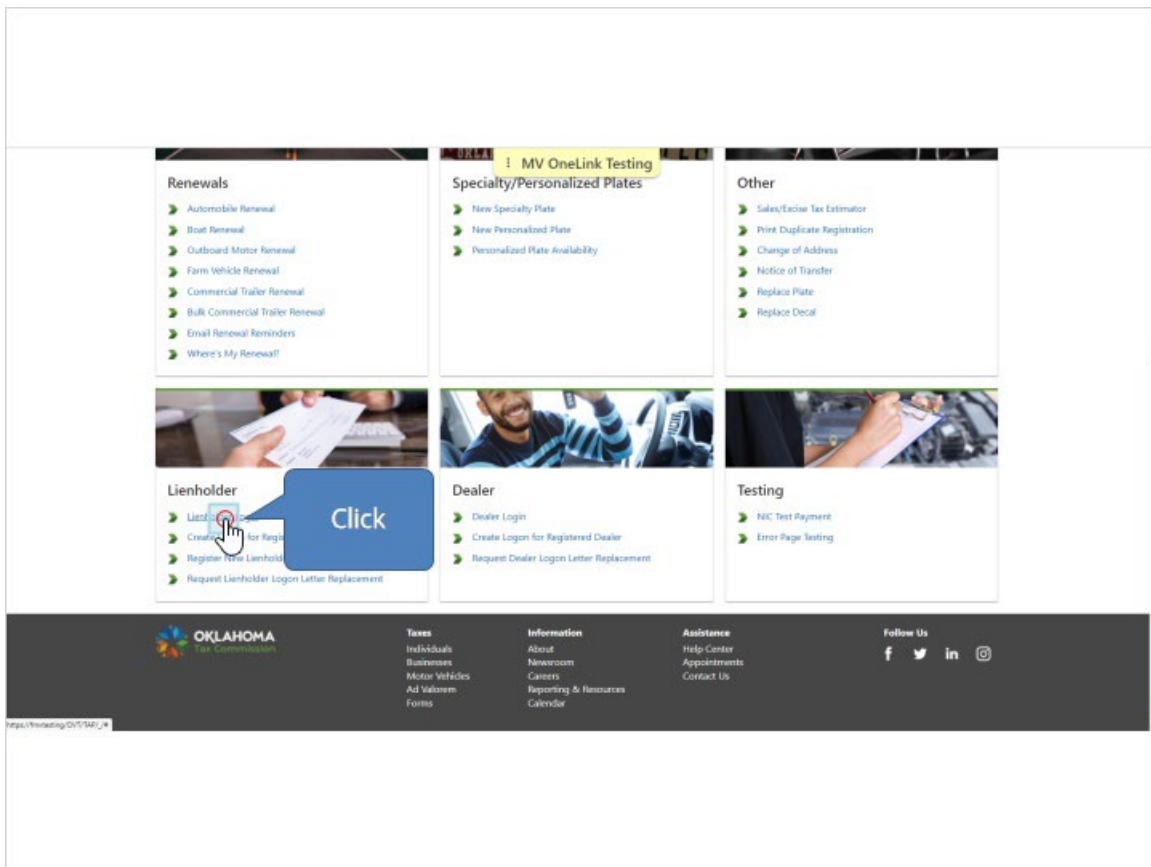
## ***17. Logging Into Your Lienholder Account***

Logging Into Your Lienholder Account





## 18. Click Lienholder Login.



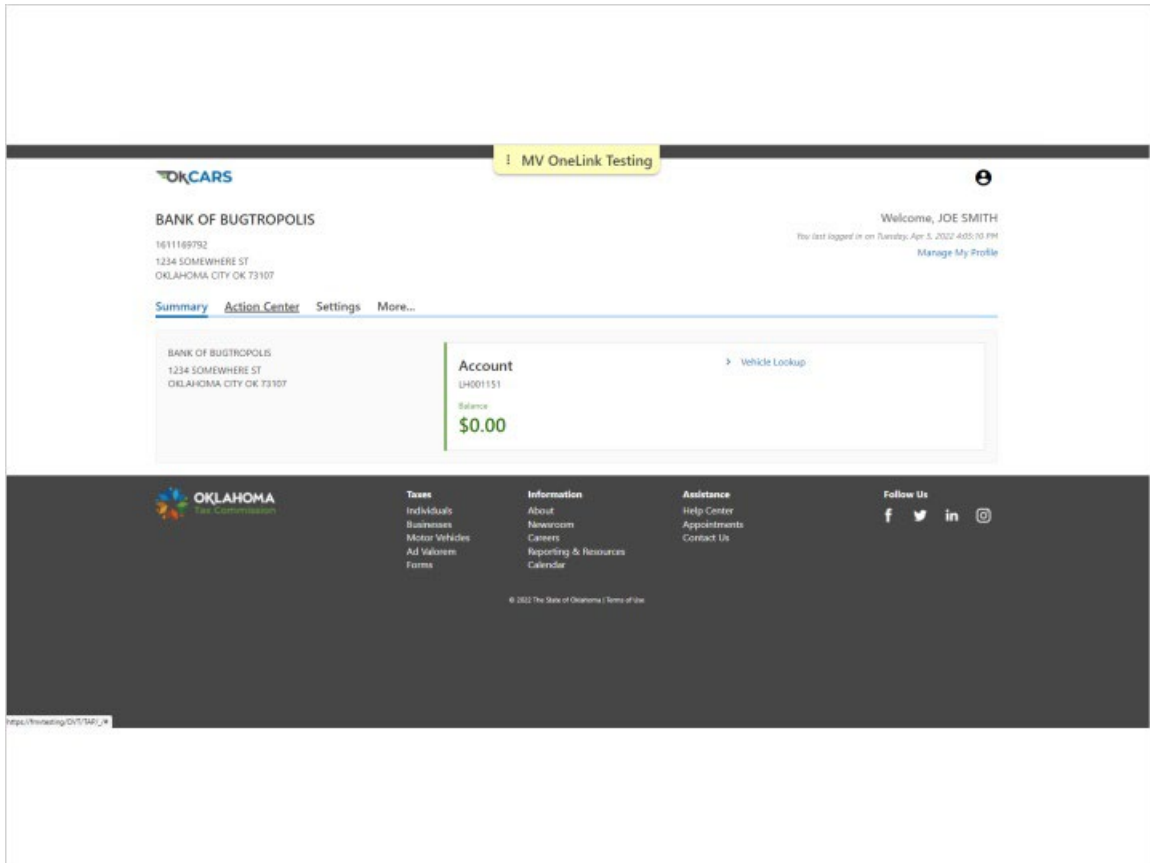


**19. Enter the Email address and Password you created previously.**

The screenshot shows the OkCARS login interface. At the top, there is a navigation bar with the OkCARS logo and a yellow button labeled "MV OneLink Testing". Below this, the "Lagon" section is visible. It includes a message: "Please use the business login on the right to access any of the following listed accounts. Once logged in, you will be able to perform business specific actions." followed by a list of roles: "Dealers" and "Lienholders". To the right of this list is a login form with an email input field containing "joe.smith@bugbank.com", a password input field, and a "Log In" button. A blue callout box with the word "Click" and a hand icon points directly to the "Log In" button. The footer of the page contains the Oklahoma Tax Commission logo, several menu categories (Taxes, Information, Assistance, Follow Us) with their respective sub-links, and a copyright notice: "© 2022 The State of Oklahoma | Terms of Use".

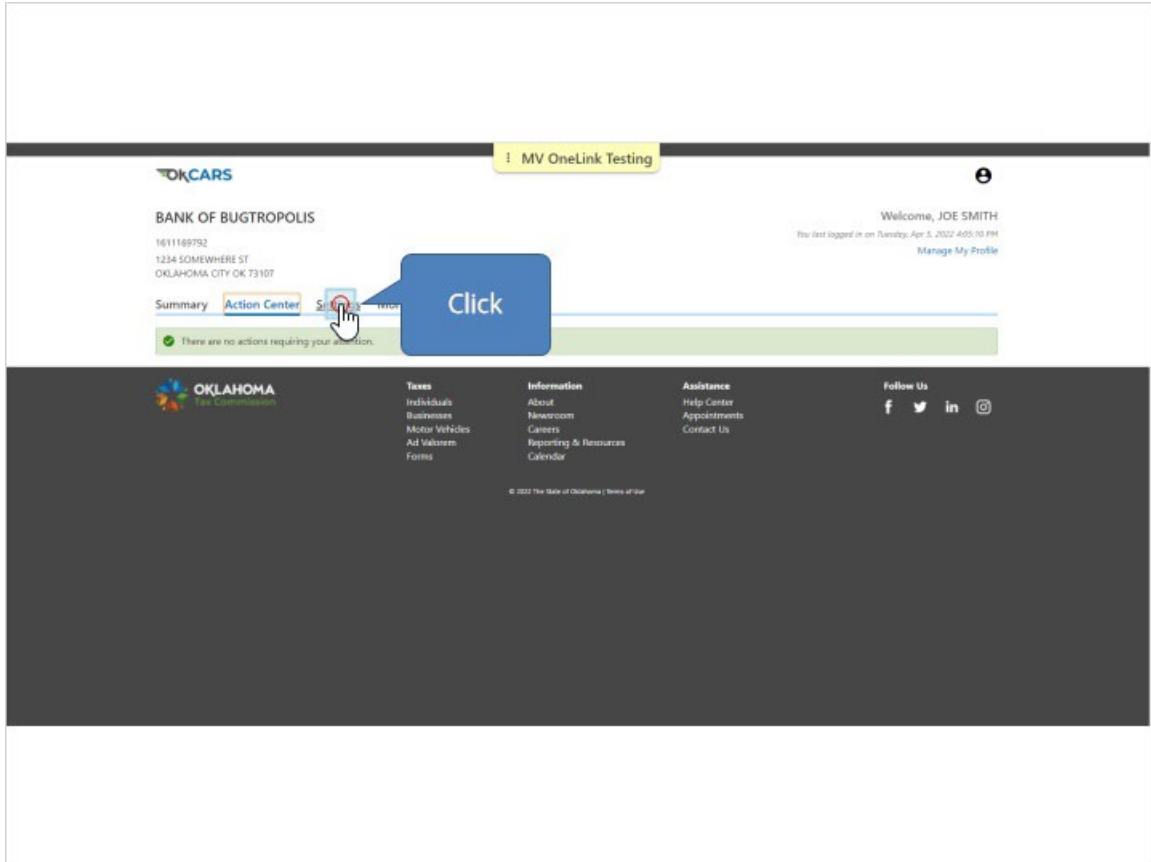


**20. You should see the Lienholder account Landing page with several options. Once logged in the lienholder will have several options available. The first logon created always has admin access to the lienholder account.**



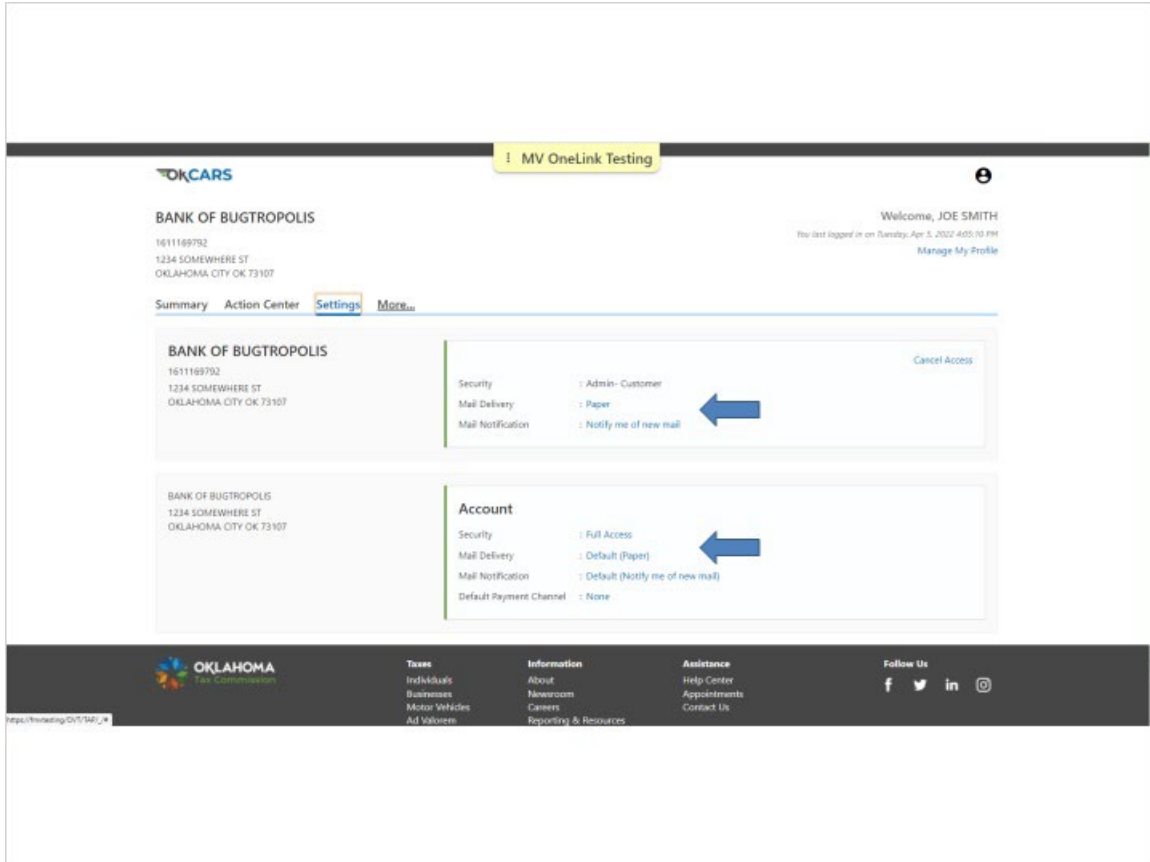


**21. Clicking Setting will allow you to add or change your Lienholder account settings.**



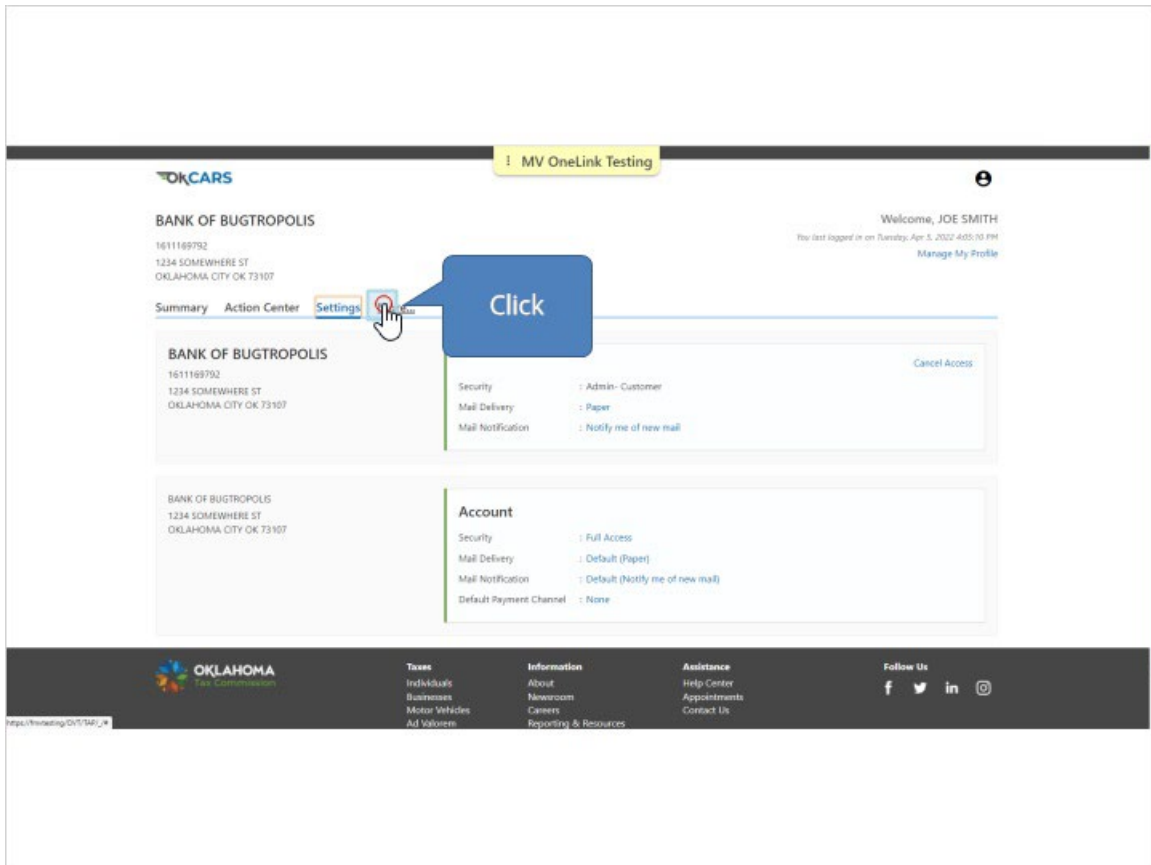


**22. For example you can update the account's mailing preferences or add a default payment channel.**



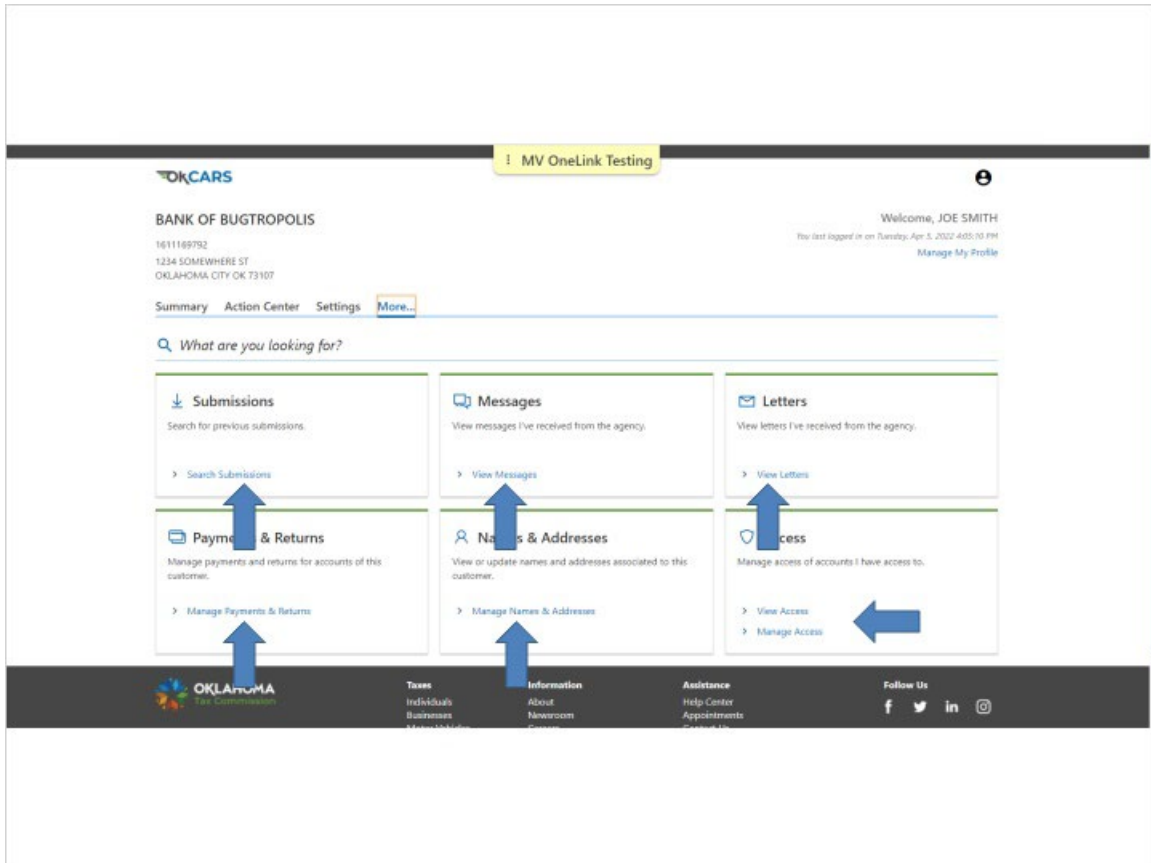


**23. Clicking on More will provide additional options.**





**24. You can view submissions, messages, letters, manage payments and returns, manage names and addresses associated with the account, and manage access to the account.**







***25. Lien activity can only be submitted electronically through third party service providers/vendors. Lienholders must have an OkCars account to submit electronic lien activity through a vendor. Lien activity can continue to be submitted on paper to tag agents and the OTC directly.***

Lienholders registered on OKCars will be able to:

- Update their user accounts
- Review liens that have been associated with their lienholder ID
- Review Oklahoma title status of vehicles in which a security interest has been entered

Pursuant to SB998, only lienholders can add and release liens electronically through the ELT program.

- Lien activity can only be submitted electronically through third party service providers/vendors.
- Lienholders must have an OkCars account to submit electronic lien activity through a vendor.
- Lien activity can continue to be submitted on paper to tag agents and the OTC directly.

Additionally the statutory fee for lien entry/ adding liens is \$10.

&

The statutory fee for a duplicate title is \$11.00 + 1.55 mail fee

**The End**