

Add eTAG Administrator

When the eTAG Account Does Not Have a Valid Administrator

FORM SUBMISSION
By email: MVD_OnlineSupport@TxDMV.gov FOR ASSISTANCE with this form, please call toll free (888) 368-4689.

YOU SHOULD USE THIS FORM IF:

- The eTAG account does not have a valid eTAG administrator.
- The only valid eTAG administrator's email address has changed.
- NOTE: An existing, valid eTAG administrator has the ability to add new eTAG administrators in the eTAG system.

GENERAL INSTRUCTIONS:

- Please print legibly or type.
- Complete each item on the form.
- This form **must contain the signature** of an owner or authorized officer for the licensed entity.
- NOTE: When you change the eTAG information, a new username and password will be generated and sent to the new email address provided below.

New eTAG Administrator Information:

DEALER LICENSE NUMBER: _____

FIRST NAME: _____

MIDDLE INITIAL: _____

LAST NAME: _____

PHONE NUMBER: _____

EMAIL ADDRESS: _____

SIGNATURE OF OWNER OR AUTHORIZED OFFICER:

I hereby request the Texas Department of Motor Vehicles to add an eTAG administrator as listed above.

Printed Name and Title of Owner or Authorized Officer

Signature of Owner or Authorized Officer

Date

Privacy Statement

The Texas Department of Motor Vehicles maintains information collected through this form. With few exceptions, Texas Government Code Chapter 559 entitles you to: (a) request to be informed about this information, and (b) have TxDMV correct information about you that is incorrect. Chapter 552 of the Government Code entitles you to receive and review this information. You must submit requests for information in writing. Requests may be submitted via email to OGCOpenRecords@TxDMV.gov; by fax to (512) 465-4112; or by mail or in person to: TxDMV, OGC Open Records, 4000 Jackson Ave., Austin, TX 78731. For more information, please call TxDMV at (888) 368-4689 or visit us at www.TxDMV.gov/open-records.