



eTAG - Create a Buyer Tag

A Buyer Tag is temporary registration for a motor vehicle until a dealership completes the title and registration process. A Buyer Tag is issued upon the retail sale of a motor vehicle. To complete a Buyer Tag, you must provide information about the sale, purchaser, and vehicle. You can provide lessee/lessor and lienholder information if applicable. For additional information refer to the eTAG User Guide at www.TxDMV.gov.

From the *Tags* menu, select **Buyer Tag**.

1. The system displays the *Buyer Tag – VIN Search* page.
2. Enter the VIN then click **Search**.
3. Complete or update the vehicle information.
4. Indicate if the vehicle was purchased or leased.
 - a. *If the vehicle was purchased*, select **No** then click **Next**. Complete the Owner Information then click **Next**.
 - b. *If the vehicle was leased*, select **Yes** then click **Next**. Complete the Lessee information then click **Next**.
5. If there is a lienholder, complete the Lienholder Information and select the type of lienholder; **Certified Lienholder** or **Local Lienholder**.
 - a. *If the lienholder is certified* – Enter the lienholder’s ID and the date, then click **Search**. Review the information then click **Save**. If changes are needed, click **Cancel**. If no changes are needed, click **Next**.
 - b. *If the lienholder is local* – Select the Local Lienholder tab to complete the lienholder information. Review the information then click **Save**. If changes are necessary, click **Cancel**. If no changes are needed, click **Next**.
6. Complete the Sales Information section then click **Next**.
7. On the *Confirm Information* page, review all the information. To make a change, click the **Edit** icon in the right corner, update the necessary information, then click **Next** to return to the *Confirm Information* page. When information is correct, click **Save**.
8. You may choose to **Print Tag**, **Print Receipt**, or **Print Tag & Receipt**.

