



MSL-1 Insurance Lien Instructions

FILING FEE: \$40

ADDITIONAL RECEIPT: To send a copy of the receipt to an additional party, check the box and enter the party's email address.

OBLIGOR/POLICYHOLDER INFO: Enter the obligor/policyholder information. If an individual, provide the name as it appears on the individual's driver's license or identity card issued by this state. If no license or identity card has been issued, provide the first personal name and surname. If an organization, provide the name as registered according to the organization's public record. If not registered, provide the correct legal name. **Do not omit, modify or abbreviate any part of the obligor's/policyholder's name.**

LIENHOLDER INFO: Provide the lienholder information.

STATEMENT OF LIEN: Provide the amount owed and date completed. In addition, describe the nature and quantity of insurance coverage provided in the box provided or upload a file containing the description.

REVIEW: Before clicking the "**Process Filing**" button, carefully review the filing for accuracy. Once the financing statement is filed, inaccuracies may only be corrected by filing an MSL-2 Amendment.

PAYMENT: Select the payment method and enter the necessary payment information.