

Note: In order to fill and save this form electronically, it must be opened using Adobe Reader or Acrobat software. Save a copy of the file, open Adobe Reader, select File > Open and browse for the file you saved.

State of Wisconsin
Department of Natural Resources
Boat Registration and Titling
dnr.wi.gov

Certificate of Title Replacement Request

Form 9400-618 (04/21)

Notice: This form must be used by an owner of record to request a replacement certificate of title for a Wisconsin titled boat. s. 30.54 (1), Wis. Stats. A request for replacement certificate of title may be submitted online at <https://gowild.wi.gov/>. Personal information collected will be used for administrative purposes and may be provided to requestors to the extent required by Wisconsin Public Records law. ss. 19.31-19.39, Wis. Stats. Read the instructions before completing this application. Failure to provide required information may cause significant delays in processing and may result in the denial of this application.

A. Owner of Record Information			
Owner's Name (Last, First, Middle Initial or Business Name)			
WI DNR Customer Number or Driver's License Number			Driver's License State
Mailing Address			Date of Birth (mm-dd-yyyy)
City	State	ZIP Code	Phone Number
B. Titled Boat Information			
WI Registration Number WS _____ (####AA)		Hull Identification Number (taken directly from the boat)	
Make	Model	Year	
C. Reason for Replacement Title Request (select one that applies)			
Replacement Title Requested - \$5.00 The Wisconsin Certificate of Title must be replaced because it was: <input type="radio"/> Lost <input type="radio"/> Stolen <input type="radio"/> Destroyed <input type="radio"/> Damaged/Illegible (Certificate of Title must be submitted with form)			
D. Signature and Certification			
I certify that the certificate of title for the boat described above has been lost, destroyed or damaged as indicated on section C. If lost or destroyed, its whereabouts is unknown. If damaged, I have enclosed it with this application. I understand that the replacement certificate of title that will be issued by the Department of Natural Resources as a result of this application replaces all previously issued titles, and that only this replacement title may be used to sell, transfer or trade the boat described above. I understand that a person recovering an original certificate of title for which a replacement has been issued shall promptly surrender the original certificate to the Department of Natural Resources pursuant to s. 30.54 (4), Wis. Stats. I further certify the information and statements I have given on this application are true, accurate, and complete to the best of my knowledge. I understand that intentionally making a false statement on an application for title may be punished under s. 30.547, Wis. Stats., by a maximum fine of \$10,000 or imprisonment up to 6 years, or both.			
Signature of Owner			Date
If you are signing for a company or organization, print your full name and title here			

Please include a check or money order payable to the WDNR for the total amount.

Cash payments are not accepted. Send application and payment to:

**DNR PROCESSING CENTER
PO BOX 78701
MILWAUKEE WI 53278-0701**

Certificate of Title Replacement Request

Form 9400-618 (04/21)

INSTRUCTIONS FOR FORM 9400- 618

CERTIFICATE OF TITLE REPLACEMENT REQUEST

GENERAL INSTRUCTIONS

Purpose of Form. Use Form 9400-618 if you are the owner of record and you want to request a replacement certificate of title for a Wisconsin titled boat. You may submit this request online at gowild.wi.gov.

Form 9400-617. Use the Release of Ownership Interest Request if you are the owner of record of a boat and you are not in possession of the certificate of title and want to provide notice of release of ownership for a Wisconsin titled boat.

Fee. A \$5 replacement certificate of title fee applies.

SPECIFIC INSTRUCTIONS

Read the instructions below to ensure that you provide all the required information. Failure to provide required information may cause significant delays in process and may result in the denial of the request.

DEFINITIONS

Owner of Record. A person whose name appears on the certificate of title and/or the department's records. If there is more than one owner listed on the title, each and all owners are considered owners of record.

Primary Owner on Record. A person who makes the initial application for a certificate of title and who receives all documents related to the initial application, replacement materials and notifications related to boat registration renewals.

Section A – Owner of Record Information

Provide your name, DNR customer number or driver's license number, driver's license state, mailing address, and date of birth. The title and any other documentation and information related to the boat will be sent exclusively to the primary owner on record.

SECTION B – TITLED BOAT INFORMATION

- **Wisconsin Registration Number.** The registration number can be found on the registration certificate. Wisconsin registration numbers are formatted with WS, four numbers, and two letters (e.g.: WS 1234 AB).
- **Hull Identification Number (Hull ID/HIN):** The HIN (similar to a serial number) should be verified and taken from the boat. For boats with transoms, the HIN can usually be found on the starboard outboard side towards the top of transom, gunwale, or hull deck joint. HIN are required to meet US Coast Guard and State standards.
- **Make and Model:** The make/manufacturer and model name/number of the boat cannot be the same.

SECTION C – REASON FOR CERTIFICATE OF TITLE REPLACEMENT REQUEST

Select only one reason for the replacement certificate of title request. If the current certificate of title is available but it is damaged or illegible, the certificate of title must be attached to this form. A replacement certificate of title request may only be submitted for Wisconsin titled boats.

SECTION D - SIGNATURE AND CERTIFICATION

Sign and date the form.

SUBMISSION OF FORM

Make check or money order payable to WDNR for the total amount due. Mail this request and fees to:

DNR PROCESSING CENTER
PO BOX 78701
MILWAUKEE WI 53278-070

PROCESSING INFORMATION

INITIAL PROCESSING. Once the department receives your request, the department will review it for completeness. If the form is not complete, the department may reject your request.

REQUEST FOR MORE INFORMATION. The department may request that you provide more information or evidence to support your request.

DECISION. The department will review your request for a replacement certificate of title and may approve, deny or request more information. The replacement certificate of title will be mailed to the address of the primary owner on record.

AUTHORITIES

The information and replacement title fee are collected by the department under ss. 30.537 (4) (c) and 30.54, Wis. Stats.