



STATE OF MICHIGAN
DEPARTMENT OF STATE
LANSING

MEMORANDUM

Date: November 1, 2015

To: Circuit, District, Family and Municipal Court Judges and Staff

From: Court Liaisons; Kari Ferri, Lee Ann Gaspar and David Handsor
Michigan Department of State

Subject: FRIEND OF THE COURT (FOC) TITLE LIEN

Effective immediately, the Michigan Department of State (MDOS) will record liens on vehicle and mobile home titles when requested by the Friend of the Court by submission of a “Notice of Lien”. Previously, when the MDOS received a Notice of Lien from the Friend of the Court, a “hold” was placed on the vehicle or mobile home record to deter title activity. This change will further enhance deterrence of improper change of ownership activity prior to satisfaction of the lien, or without the court’s prior permission. The court must provide the MDOS with an SCAO approved ‘Notice of Lien’ ([FOC 90](#)) form and submit the completed form via email to:

SOS-FOC@MICHIGAN.GOV

Upon receipt of the Notice of Lien, the MDOS will process a new title for the vehicle or mobile home and record the court name/address as a first secured party, providing there is a Michigan title record and the vehicle is not classified as junk. The court name/address will appear as a second secured party if there is a pre-existing first secured party. The new title reflecting the addition of the court as secured party will be mailed to the vehicle or mobile home owner. If the court is placing liens on multiple vehicles and/or mobile homes, please list each vehicle/mobile home (including Year, Make and VIN/Serial Number) on the Notice of Lien ([FOC 90](#)) form.

When the vehicle or mobile home owner has satisfied the terms of the Friend of the Court lien, a “Notice to Release Lien” ([FOC 92](#)) form must be submitted to the MDOS at the email address noted above. Please include the case number along with the words “New” or “Release” in the subject line of the email. The MDOS will terminate the Friend of the Court lien from its records at that time. Samples of the “Notice of Lien” ([FOC 90](#)) and “Notice to Release Lien” ([FOC 92](#)) are included with this notice.

If you have any questions, please contact MDOS Court Liaisons Kari Ferri (517) 636-0962, Lee Ann Gaspar (810) 762-0764 or David Handsor (517) 636-0129.