



Read: MSO and Titling Instructions

If this purchase has been identified as having an MSO, Title, or Registration requirements. Please read the instructions below to ensure all paperwork is sent by traceable method (i.e. FedEx) to the correct place at time of purchase and information is properly documented.

All documents related to this purchase require processing with a state agency and need to be submitted to the address below. When submitting an MSO, you must also **include a copy of the invoice**. The invoice **must** include the following information:

- Vehicle type (truck/tractor/trailer)
- Year
- Make
- Model
- VIN #
- Project number
- Task number
- Total purchase price
- Odometer reading
- Empty weight and gross vehicle weight
- Number of axles
- Number of tires
- Color

Any and all documents must be in the name of **Key Energy Services, LLC 1500 CityWest Blvd Ste 800 Houston TX 77042**. Originals to be via Fed Ex to JJ Keller at:

JJ Keller
Attn: Lucy Daniels
7273 State Road 76
Neenah, WI 54956-9614

LDaniels@jjkeller.com Direct phone # 920 727 7203

If you are a vendor that normally completes a title application and registration on behalf of Key Energy Services, please contact our Asset Management Department.

Randall Westbrook RWestbrook@keyenergy.com 281-615-8221
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