

# NAVIGATE Letter Replacement

## STEP BY STEP GUIDE

**STEP 1** Go to Navigate for Business. Click **“Request Dealer Logon Letter Replacement”**.

The screenshot shows the Service KLAHOMA website interface. At the top, there is a navigation menu with 'All Services', 'Popular', 'SOK Online', 'Locations', and 'About'. A 'NAVIGATE LICENSING, REGISTRATIONS & MORE' logo is on the left, and a 'SERVICE KLAHOMA' logo is on the right. A central banner features a stylized illustration of a car dealership interior with a car on a screen. On the right side of the banner, there is a login/sign-up form with fields for 'Email Address', a 'Log in' button, an 'Or' separator, a 'Sign in with a passkey' button, and a 'New to Navigate? Sign Up' link. Below the banner, there are two service cards. The first card is titled 'Dealer' and describes requesting a new logon registration letter. The second card is titled 'Lienholder' and describes registering a new lienholder or requesting a replacement letter. Both cards have blue arrows pointing to their respective service links.

**STEP 2** Type in the **“Dealer Number”** and click **“Next”**.

**Business Duplicate Letter Request**

➤ Duplicate Letter Request

Please identify the business requesting a new registration letter for Navigate

Business Type  
Dealer

Dealer Number  
(Example: LH000000, D0000, UD0000, 0000UDL)  
*Required*

Cancel Previous Next

### STEP 3 Click "Submit".

#### Business Duplicate Letter Request

Progress: Duplicate Letter Request (checked) → Confirmation (next)

Upon submitting this web request, a new Navigate logon letter will be sent to the mailing address that we have on file for the Dealer Number D1234. Please allow up to 20 business days to receive your letter.

### STEP 4 Click "OK" to return to the Navigate for Business homepage.

Your request has been submitted and your confirmation number is 0-715-849-728.

If you have any questions on this process,  
reach out to [dealersupport@service.ok.gov](mailto:dealersupport@service.ok.gov)