



Tennessee Department of Revenue  
 Special Investigations Section  
 44 Vantage Way, Suite 160  
 Nashville, TN 37243-8050

**Application For  
 Motor Vehicle Identification Certification**

<b>Anti-Theft Unit Use Only</b>
Certification Number : _____
Anti-Theft Decal Number: _____
Required Brand: _____

**Applicant Information** (please print clearly)

Name: \_\_\_\_\_  
 Physical Address: \_\_\_\_\_  
 Mailing Address (if different): \_\_\_\_\_  
 City: \_\_\_\_\_, TN \_\_\_\_\_

**Telephone Numbers** (include area code)

Home: \_\_\_\_\_  
 Work: \_\_\_\_\_  
 Cell: \_\_\_\_\_

**Vehicle Information**

Year: \_\_\_\_\_ Make: \_\_\_\_\_ Model: \_\_\_\_\_ Identification Number: \_\_\_\_\_

The damage to this vehicle was a result of: \_\_\_\_\_ Collision \_\_\_\_\_ Fire \_\_\_\_\_ Fresh Water \_\_\_\_\_ Salt Water \_\_\_\_\_ Theft \_\_\_\_\_ Other\*

\*If you marked *other*, explain the damage: \_\_\_\_\_

**Vehicle Components**

Listed below are the component parts that require proof of ownership. Identify those parts which were replaced on the subject vehicle during the rebuilding process. For each part marked, submit a receipt showing the year, make and identification number of the vehicle from which the part was removed. The receipt must also show the complete name and mailing address of the seller and buyer of the part. If the parts used were aftermarket or new, it must be indicated on the receipt. **Color photographs showing each quadrant of the vehicle in its damaged condition are also required.**

- |                                  |                                     |                                 |                                 |                            |
|----------------------------------|-------------------------------------|---------------------------------|---------------------------------|----------------------------|
| _____ <b>Frame</b>               | _____ <b>Cowl</b>                   | _____ <b>Engine</b>             | _____ <b>Transmission</b>       | _____ <b>No Parts Used</b> |
| _____ <b>Front End Assembly</b>  | _____ <b>Rear Clip</b>              | _____ <b>Hood</b>               | _____ <b>Roof Panel</b>         |                            |
| _____ <b>Deck Lid/Hatchback</b>  | _____ <b>Interior</b>               | _____ <b>Front Bumper</b>       | _____ <b>Rear Bumper</b>        |                            |
| _____ <b>Right Rear Fender</b>   | _____ <b>Left Rear Fender</b>       | _____ <b>Right Front Fender</b> | _____ <b>Left Front Fender</b>  |                            |
| _____ <b>Right Front Door</b>    | _____ <b>Left Front Door</b>        | _____ <b>Right Rear Door</b>    | _____ <b>Left Rear Door</b>     |                            |
| _____ <b>Driver Side Air Bag</b> | _____ <b>Passenger Side Air Bag</b> | _____ <b>Left Rear Air Bag</b>  | _____ <b>Right Rear Air Bag</b> |                            |
| _____ <b>Cab</b>                 | _____ <b>Cab Clip</b>               | _____ <b>Bed</b>                | _____ <b>Tailgate</b>           |                            |

**NOTE: Your signature on this form affirms that this vehicle was repaired in accordance with manufacturer's safety specifications and no stolen parts were used in the rebuilding process. Your signature also affirms that during the rebuilding process that all safety requirements as outlined by the National Highway Traffic Safety Administration (NHTSA) have been met.**

Tennessee Drivers License Number: \_\_\_\_\_

Federal Employer ID Number &/or Sales Tax Number: \_\_\_\_\_

Rebuilder: \_\_\_\_\_

Address: \_\_\_\_\_

Telephone Number (Home): \_\_\_\_\_ (Business): \_\_\_\_\_

Signature of Rebuilder: \_\_\_\_\_

STATE OF TENNESSEE, COUNTY OF \_\_\_\_\_

Sworn to and subscribed before me this \_\_\_\_\_ day of \_\_\_\_\_ 20\_\_\_\_\_

My commission expires: \_\_\_\_\_

Notary Public (Seal)

RV-F1315401 (revised 07/08)

**This form must be returned with the following information:**

- The outstanding salvage certificate/title issued for the vehicle.
- Color photographs of the vehicle in its damaged condition, showing each quadrant.
- This form must be completed in its entirety and notarized.
- Receipts for all parts replaced as indicated on this form. The receipts must show the year, make and identification number of the vehicle from which they were taken. The receipts must show the complete name and mailing address of the buyer(s) and seller(s). If the parts used were aftermarket or new, it must be indicated on the receipt.
- If you hired someone to rebuild the vehicle for you, a notarized affidavit indicating the rebuilder's name and complete mailing address must be submitted. The rebuilder, other than yourself, may not appear in the chain of ownership.
- Individuals must submit a conversion fee of \$75.00.
- Licensed dealers must submit a conversion fee and an Application for Title, with a total fee of \$85.50. Checks should be made payable to the Tennessee Department of Revenue.

The application, supporting documents, and the required fee should be mailed to the following address:

Tennessee Department of Revenue  
Special Investigations Section  
Anti-Theft Unit  
44 Vantage Way, Suite 160  
Nashville, Tennessee 37243-8050

If additional information is required, call (615) 253-7246. You will be prompted to leave a voice message. Calls will be returned within 48 hours.

All statements contained on this form are subject to the sanctions provided in Tennessee Code Annotated Sections 55-3-207 and 55-3-208, as specified in the Motor Vehicle Anti-Theft, Title Reform, and Consumer Protection Act of 1996.

**PLEASE NOTE:**

**IF ANY OF THE REQUIRED ITEMS LISTED ABOVE ARE NOT  
SUBMITTED, YOUR APPLICATION WILL BE REJECTED**