



STATE OF TENNESSEE
 TENNESSEE MOTOR VEHICLE COMMISSION
 500 JAMES ROBERTSON PARKWAY, 5TH FLOOR
 NASHVILLE, TN 37243-1153
 PHONE 615.741.2711
 FAX 615.741.0651
 tn.gov/commerce/section/motor-vehicle
 tn.gov/commerce/topic/mvc-rules-and-laws

OFFICE USE ONLY
FILE #
TRANSACTION #
ACTION
CLERK'S INITIALS

MANUFACTURER-DISTRIBUTOR APPLICATION FOR LICENSURE

INDICATE ONLY ONE CLASSIFICATION	CHECK ONE
<input type="checkbox"/> MANUFACTURER <input type="checkbox"/> DISTRIBUTOR OR WHOLESALER	<input type="checkbox"/> RECREATIONAL VEHICLES
<input type="checkbox"/> DISTRIBUTOR BRANCH <input type="checkbox"/> FACTORY BRANCH	<input type="checkbox"/> AUTOMOBILES AND/OR TRUCKS
	<input type="checkbox"/> MOTORCYCLES/SCOOTERS

BUSINESS NAME		PHONE NUMBER ()	
BUSINESS LOCATION ADDRESS		CITY/STATE	ZIP
MAILING ADDRESS (if different than the business location address)		CITY/STATE	ZIP

DESCRIPTION OF MAKE OR MAKES OF NEW MOTOR VEHICLES

THE FOLLOWING SECTION PERTAINS TO BRANCHES, SUBSIDIARIES, AFFILIATES OR ASSOCIATES SERVING DEALERS OR PROSPECTIVE DEALERS OF NEW MOTOR VEHICLES IN ANY PART OF THE STATE OF TENNESSEE.

NAME			CELL PHONE ()	
ADDRESS	CITY/STATE	ZIP	COUNTY	

NAME			CELL PHONE ()	
ADDRESS	CITY/STATE	ZIP	COUNTY	

NAME			CELL PHONE ()	
ADDRESS	CITY/STATE	ZIP	COUNTY	

NAME			CELL PHONE ()	
ADDRESS	CITY/STATE	ZIP	COUNTY	

NAME		CELL PHONE ()	
ADDRESS	CITY/STATE	ZIP	COUNTY

IN THE FOLLOWING SECTION, PLEASE LIST THE REGISTERED AGENT AS REPORTED TO THE TENNESSEE SECRETARY OF STATE

NAME (PRINT)	ADDRESS	CITY, STATE, ZIP	COUNTY
SIGNATURE OF REGISTERED AGENT		PHONE NUMBER ()	

PLEASE NAME ALL EXECUTIVES OR SALES PERSONNEL REPRESENTING THE APPLICANT WHO CONTACT OR SUPERVISE DEALERS OR PROSPECTIVE DEALERS OF NEW MOTOR VEHICLES IN THE STATE OF TENNESSEE.

(IF ADDITIONAL SPACE IS NEEDED, PLEASE MAKE A COPY OF THIS PAGE, AND INCLUDE IT WITH THE APPLICATION).

NAME AND TITLE	PHONE NUMBER ()
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NAME AND TITLE	PHONE NUMBER ()

**ALL PERSONS LISTED ABOVE OR ATTACHED MUST BE LICENSED AS REPRESENTATIVES BEFORE ENGAGING IN SUCH ACTIVITY.
BIENNIAL APPLICATION FEE - \$1,600.00 (PLUS \$50.00 EACH PER FRANCHISE DEALER IN TENNESSEE)**

APPLICANT MUST PROVIDE LIST CONTAINING FRANCHISE DEALER, FRANCHISE BRAND, PRODUCT NAME, PHYSICAL ADDRESS, MAILING ADDRESS AND PHONE NUMBER.

FRANCHISE DEALER	FRANCHISE BRAND	PRODUCT NAME	
PHYSICAL ADDRESS		CITY/STATE	ZIP
MAILING ADDRESS		CITY/STATE	ZIP
			PHONE NUMBER ()

FRANCHISE DEALER	FRANCHISE BRAND	PRODUCT NAME	
PHYSICAL ADDRESS		CITY/STATE	ZIP
MAILING ADDRESS		CITY/STATE	ZIP
			PHONE NUMBER ()

FRANCHISE DEALER	FRANCHISE BRAND	PRODUCT NAME	
PHYSICAL ADDRESS		CITY/STATE	ZIP
MAILING ADDRESS		CITY/STATE	ZIP
			PHONE NUMBER ()

FRANCHISE DEALER	FRANCHISE BRAND	PRODUCT NAME	
PHYSICAL ADDRESS		CITY/STATE	ZIP
MAILING ADDRESS		CITY/STATE	ZIP
			PHONE NUMBER ()

FRANCHISE DEALER	FRANCHISE BRAND	PRODUCT NAME	
PHYSICAL ADDRESS		CITY/STATE	ZIP
MAILING ADDRESS		CITY/STATE	ZIP
			PHONE NUMBER ()

FRANCHISE DEALER	FRANCHISE BRAND	PRODUCT NAME	
PHYSICAL ADDRESS		CITY/STATE	ZIP
MAILING ADDRESS		CITY/STATE	ZIP
			PHONE NUMBER ()

(IF ADDITIONAL SPACE IS NEEDED, PLEASE MAKE A COPY OF THIS PAGE AND INCLUDE IT WITH THE APPLICATION.)

THE FOLLOWING SECTION PERTAINS TO CORPORATIONS (DOMESTIC & FOREIGN), LLCs, LLPs, and LPs

1. STATE OF INCORPORATION _____
2. DOMESTIC (TENNESSEE) – YOU MUST PROVIDE A COPY OF THE CHARTER, INCLUDING ANY AMENDMENTS. (IF THIS IS A CHANGE OF OWNERSHIP OF EXISTING STOCK/SHARES AND/OR LIABILITIES, ATTACH COPIES OF MINUTES APPROVING THE CHANGE.)
3. FOREIGN (OUT-OF-STATE) – YOU MUST PROVIDE A COPY OF A CERTIFICATE OF AUTHORITY, ISSUED BY TENNESSEE, STATING AGENT FOR SERVICE OF PROCESS.

WHAT TYPE OF CORPORATION DO YOU PLAN TO OPERATE? PLEASE MARK CORRESPONDING BOX	S CORP	C CORP
IF YOU PLAN TO OPERATE AS A C CORP, IS THE CORPORATION PUBLICLY TRADED? PLEASE MARK CORRESPONDING BOX	YES	NO

I HEREBY CERTIFY THAT THE STATEMENTS IN OR ATTACHED TO THIS APPLICATION ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF. I ATTEST THAT I AM FAMILIAR WITH THE PROVISIONS OF LAW UNDER WHICH THIS APPLICATION IS MADE AND UNDER WHICH THIS LICENSE IS GOVERNED, AND THAT I HAVE THE AUTHORITY TO MAKE THE STATEMENTS CONTAINED HEREIN.

PRINT NAME	TITLE	EMAIL ADDRESS
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SIGNATURE

THE FOLLOWING SECTION MUST BE COMPLETED BY A NOTARY PUBLIC

STATE OF		COUNTY OF	
SUBSCRIBED AND SWORN TO BEFORE ME (MONTH, DAY, YEAR)	NOTARY PUBLIC	MY COMMISSION EXPIRES	

(SEAL)

MAIL APPLICATION ALONG WITH ALL APPLICABLE FEES TO:

**TENNESSEE MOTOR VEHICLE COMMISSION
500 JAMES ROBERTSON PARKWAY, 5TH FLOOR
NASHVILLE, TN 37243-1153**



**STATE OF TENNESSEE
DEPARTMENT OF COMMERCE AND INSURANCE
REGULATORY BOARDS DIVISION
TENNESSEE MOTOR VEHICLE COMMISSION
500 JAMES ROBERTSON PARKWAY
DAVY CROCKETT TOWER
NASHVILLE, TENNESSEE 37243**

Eligibility Verification for Entitlements Act Attestation Instructions

INSTRUCTIONS: If you are a natural person applying for a license, registration, certification or other benefit you must:

1. Attest, under penalty of perjury, to your status as either a United States citizen, a qualified alien as defined in Tennessee's Eligibility Verification for Entitlements Act, or a foreign national not physically present in the United States, by selecting your status in Part A below signing on the line labeled "Applicant's Signature," printing your name on the line labeled "Printed Name" and putting the current date on the line labeled "Date."

AND

Do one (1) of the following:

2. If you are claiming United States citizenship, present one (1) of the forms of identification provided for in Part B below. **If you provided your Social Security Number as part of your application for licensure, registration, certificate or other benefit, no additional documentation is required; however, please be aware that efforts may be made to verify any such number.**
3. If you are claiming qualified alien status, you **MUST** present two (2) forms of documentation (front and back) of identity and immigration status, as determined by the United States Department of Homeland Security to be acceptable for verification through the SAVE program, as provided in Part C below. **(Failure to provide two forms of documentation as described will result in a delay to determining eligibility for licensure.)**
4. If you are claiming qualified alien status but you are unable to present two (2) forms of documentation provided for in Part C of this form, then you shall present at least one (1) such document that shall then be verified through the SAVE program.
or
5. If you are claiming you are foreign national not physically present in the United States, contact the program issuing the license, registration, certification or other benefit for which you are applying to provide such documentation as may be required to verify such status.

Eligibility Verification for Entitlements Act Attestation

TENNESSEE MOTOR VEHICLE COMMISSION

Part A. Eligibility Verification for Entitlements Act Attestation

I hereby attest under penalty of perjury that I am (select one):

_____ A United States citizen;

_____ A qualified alien as defined in Tenn. Code Ann. § 4-58-102;¹
Driver’s license and Social Security card are not acceptable documentation under part C below.

_____ A foreign national not physically present in the United States. Further, I understand that should I ever become physically present in the United States while I hold this license, registration, certification or other benefit I agree to immediately contact the issuing agency and provide documentation to confirm my status as a qualified alien.

_____ Applicant’s Signature

_____ Name of Dealership/License Number

_____ Printed Name

_____ Date

_____ Officer or Agent Signature

Submitting false information or omitting pertinent or material information in connection with this application or any violation of the Eligibility Verification for Entitlements Act may result in the revocation of any license, registration, certification or other benefit issued to the applicant. A person who willfully makes a false, fictitious or fraudulent statement or representation of United States citizenship may be prosecuted under 18 U.S.C. § 911 and/or the False Claims Act, T.C.A. §§ 4-18-101, *et seq.*

¹ Qualified alien means “A qualified alien as defined by 8 U.S.C. § 1641(b)” or “An alien or nonimmigrant eligible to receive state or local public benefits under 8 U.S.C. § 1621(a).” Pursuant to those statutes, this includes, but is not necessarily limited to:

- An alien who is lawfully admitted for permanent residence under the Immigration and Nationality Act [8 U.S.C. § 1101 et seq.];
- An alien who is granted asylum under section 208 of the Immigration and Nationality Act [8 U.S.C. § 1158];
- A refugee who is admitted to the United States under section 207 of the Immigration and Nationality Act [8 U.S.C.A. § 1157];
- An alien who is paroled into the United States under section 212(d)(5) of the Immigration and Nationality Act [8 U.S.C. § 1182(d)(5)] for a period of at least 1 year;
- An alien whose deportation is being withheld under section 243(h) of the Immigration and Nationality Act [8 U.S.C. § 1253] (as in effect immediately before the effective date of section 307 of division C of Public Law 104-208) or section 241(b)(3) of the Immigration and Nationality Act [8 U.S.C. § 1231(b)(3)] (as amended by section 305(a) of division C of Public Law 104-208);
- An alien who is granted conditional entry pursuant to section 203(a)(7) of the Immigration and Nationality Act [8 U.S.C. § 1153(a)(7)] as in effect prior to April 1, 1980;
- An alien who is a Cuban and Haitian entrant (as defined in section 501(e) of the Refugee Education Assistance Act of 1980);
- A nonimmigrant under the Immigration and Nationality Act [8 U.S.C. §§ 1101, *et seq.*];
- An alien who is paroled into the United States under section 212(d)(5) of the Immigration and Nationality Act [8 U.S.C. § 1182 (d)(5)] for less than one year.

Eligibility Verification for Entitlements Act Additional Required Documentation

Part B. If you are claiming United States citizenship, you must present one (1) of the following:

- A valid Tennessee driver license or photo identification license issued by the Department of Safety;
- A valid driver license or photo identification license from another state where the issuance requirements are at least as strict as those in Tennessee, as determined by the Department of Safety;
- An official birth certificate issued by a state, jurisdiction or territory of the United States, including Puerto Rico, United States Virgin Islands, Northern Mariana Islands, American Samoa, Swains Island, or Guam; provided that Puerto Rican birth certificates issued before July 1, 2010, shall **not** be recognized;
- A United States government-issued certified birth certificate;
- A valid, unexpired United States passport;
- A United States certificate of birth abroad (DS-1350 or FS-545);
- A report of birth abroad of a citizen of the United States (FS-240);
- A certificate of citizenship (N560 or N561);
- A certificate of naturalization (N550, N570 or N578);
- A United States citizen identification card (I-197, I-179);
- Any successor document of those listed at Tenn. Code Ann. §§ 4-58-103(c)(4)-(9); or
- **A social security number that may be verified with the Social Security Administration in accordance with federal law (if you provided your social security number as part of your application for licensure, no additional documentation is required; however, please be aware that efforts may be made to verify any such number).**

Part C. If you are claiming qualified alien status, you must present two (2) forms of documentation of identity and immigration status, as determined by the United States Department of Homeland Security to be acceptable for verification through the SAVE program. Such forms of identification may include:

- I-327 (Reentry Permit);
- I-551 (Permanent Resident Card);
- I-571 (Refugee Travel Document);
- I-766 (Employment Authorization Card);
- Certificate of Citizenship;
- Naturalization Certificate;
- Machine Readable Immigrant Visa (with Temporary I-551 Language);
- Temporary I-551 Stamp (on passport or I-94);
- Unexpired Foreign Passport;
- WT/WB Admission Stamp in Unexpired Foreign Passport
- I-20 (Certificate of Eligibility for Nonimmigrant (F-1) Student Status);
- DS-2019 (Certificate of Eligibility for Exchange Visitor (J-1) Status);
- Any other document determined by the U.S. Department of Homeland Security to be acceptable through the Systematic Alien Verification for Entitlements (SAVE) program created pursuant to the federal Immigration Reform and Control Act of 1986.

Part D. If you are claiming qualified alien status, but you are unable to present two (2) forms of documentation as described in Part C, then you shall present at least one (1) such document as described in Part C, which shall then be verified through the SAVE program.

Part E. If you are claiming that you are a foreign national not physically present in the United States, please contact the program issuing the license, registration, certification or other benefit for which you are applying to provide such documentation as may be required to verify such status.