



TENNESSEE DEPARTMENT OF REVENUE
Request for Verification of Ownership on Vehicles
Found Abandoned, Immobile or Unattended

RV-F1310601 (Rev. 11-18)

PURPOSE: Authorized users (Law Enforcement Agencies, Tennessee Tow Companies, Title Services and Salvage Yard Companies) must verify ownership of abandoned, immobile or unattended vehicles within three (3) business days of taking the vehicle into custody. The verification can be obtained in one of two ways: 1) by law enforcement search of current motor vehicle records, provided through the Tennessee Information Enforcement System (TIES), or 2) by submitting Part A of this form. If the vehicle has been stored for a period of more than thirty (30) consecutive days, the authorized user must complete and submit Part B of this form.

PART A

INSTRUCTIONS: Complete all fields in this section unless otherwise noted. Pursuant to Tenn. Code Ann. §55-16-105, a Tennessee Law Enforcement Agency shall verify ownership information through the Tennessee Enforcement System (TIES) for processing by the police agency or any towing company contracting with the police agency. Any response not on file with the TIES system and queries made by persons other than a police agency or towing firm shall be referred to the Tennessee Department of Revenue, Vehicle Services Division. All lienholders and owners must be notified by certified mail, return receipt requested, within three (3) business days from receiving verification of ownership of such vehicle. For questions, email VehicleServices.Research@tn.gov.

SUBMIT THE FOLLOWING ITEMS by mail to: TN Dept. of Revenue/Vehicle Services Division
 44 Vantage Way, Suite 160
 Nashville, TN 37243-8050

- Completed form (Part A)**
- \$1.00 per completed form**
- Copy of Law Enforcement Towing Form (or written explanation if not available)**
- Verification of Vehicle Identification Number (VIN)**

Original paperwork will not be returned. Please send all hold releases to the email address above. Pursuant to Tenn. Code Ann. § 55- 16-102, failure to submit notification within (10) days after the termination of the thirty (30) day period shall forfeit all claims for storage or parking of such vehicle, and commits a Class C misdemeanor. Each day's failure to report is a separate offense.

I. REQUESTING PARTY INFORMATION: Company Name: _____ Phone: (____)____-____
 Street Address: _____ City: _____ State: _____ Zip: _____
 Applicant Name: _____ Email: _____

II. VEHICLE INFORMATION: VIN: _____
 Year: _____ Make: _____ Model: _____ License Plate/State (if available): _____ / _____
 Request placement of Abandoned Vehicle Stop on record: YES NO Date storage began: _____

III. APPLICANT CERTIFICATION STATEMENT: I, the undersigned applicant, hereby certify that the statements made herein are true and correct to the best of my knowledge, information and belief. Fraudulent statements made in this application could result in denial of this request and subject the signatory to criminal and civil penalties.

Applicant's Signature: _____ Date: _____

Notice of thirty (30) day storage must be made by completing PART B on the reverse side.

PART B: REPORT OF MOTOR VEHICLE STORED FOR A PERIOD OF MORE THAN THIRTY (30) DAYS

INSTRUCTIONS: Complete all fields in this section unless otherwise noted.

SUBMIT THE FOLLOWING ITEMS by email to VehicleServices.Research@tn.gov or by mail to: TN Dept. of Revenue

- Completed form (Part B)**
- Verification of Vehicle Identification Number (VIN)**

Vehicle Services Division
44 Vantage Way, Suite 160
Nashville, TN 37243-8050

Original paperwork will not be returned. Please send all hold releases to the email address above. If a vehicle has been stored, parked or left in a garage, trailer park, or any type of storage or parking lot for a period of more than thirty (30) consecutive days, the owner of such garage, trailer park or lot shall report in writing the make and vehicle identification number of such motor vehicle to the Department of Revenue on this form. Failure to submit this PART B within (10) days after the termination of the first (30) thirty days of storage is a Class C misdemeanor. Each day's failure to report is a separate offense. Additionally, any person who fails to submit this report shall forfeit all claims for storage or parking of the vehicle.

I. VEHICLE INFORMATION: VIN: _____

Year: _____ Make: _____ Model: _____ License Plate/State (if available): _____ / _____

II. APPLICANT CERTIFICATION STATEMENT: Pursuant to Tenn. Code Ann. §55-16-101(a), the above referenced vehicle has been stored, parked, or left in the storage lot of our company for a period of time more than thirty (30) consecutive days as of _____.

(date storage began)

I, the undersigned applicant, hereby certify that the statements made herein are true and correct to the best of my knowledge, information and belief. Fraudulent statements made in this application could result in denial of this request and subject the signatory to criminal and civil penalties.

Applicant's Signature: _____ Date: _____

Witness of Certification: _____ Date: _____

Company Name: _____

Address/City/State/Zip: _____
