PURPOSE: Motor vehicles, motorized bicycles, and certain trailers, when driven or moved upon a highway, are subject to the registration and certificate of title provisions of chapters 1-6 of title 55 of the Tennessee Code Annotated. However, there are certain instances when a registration is not required and receiving a title only is permitted. The County Clerk is authorized to approve a request for title only for the reasons indicated below if the requisite proof of ownership documentation listed is provided. Eligibility determination is made on a case by case basis. If a request does not apply to any of the reasons listed below, an applicant may complete sections A and C and submit this form along with proper ownership documents and a letter stating the reason for requesting permission for title only to the County Clerk for authorization consideration from the Vehicle Services Division. For questions: Call 615.741.3101 or email CountyClerk.Help@tn.gov.

A. APPLICANT/VEHICLE INFORMATION -

Owner Name: ________________________________________________________________
Email: ________________________________________________ Phone: ______________________
Physical Address: _____________________________________________________________
Mailing Address (if different): ___________________________________________________
Vehicle Year____________________ Vehicle Make____________________________ Vehicle Model_______________________________
Vehicle Identification Number (VIN)______________________________________________

B. REASON FOR REQUEST – Indicate the reason for the request of a title only (Required proof of ownership documentation information is listed.)

☐ Out-of-state Repossession
   • Required: Repossession paperwork

☐ Insurance Company Settlement
   • Required: Insurance Company documentation

☐ Dealer Selling to Out-of-State registrant
   • Required: Properly reassigned title and Bill of Sale or Dealers Invoice

☐ Selling Vehicle Donated to Non-Profit Organization
   • Required: Properly reassigned title and Bill of Sale

☐ Selling Vehicle Confiscated by Government Agency
   • Required: Order issued by the court or seizing agency

☐ Mobile Home
   • Required: Properly reassigned title or MSO/MCO

☐ IRP Registration*
   • USDOT#____________________ or IRP#____________________
   • Is Vehicle Leased? ☐ yes ☐ no

☐ If yes, MC#____________________ and Lessee Name________________________________________

☐ Copy of the Lease Agreement attached
   (required in order to be exempt from sales tax)
   * If a USDOT# or IRP account# cannot be provided, your application for title must be made to the IRP Unit along with applications for IRP license plates.

☐ Vehicle not required to be titled and/or registered in TN
   • Required: Properly reassigned title and Bill of Sale or Dealers Invoice
   ☐ non-use ☐ project/hobby ☐ ATV ☐ personal trailer
   ☐ other:___________________________________________________________

C. APPLICANT CERTIFICATION STATEMENT – As provided by Tenn. Code Ann. §55-3-101, I, the undersigned applicant, request permission to obtain a title only and hereby certify under penalty of perjury that the statements made herein are true and accurate to the best of my knowledge and belief.

Signature: ___________________________ Date: __________________________

OFFICIAL USE
For a reason not listed above, the applicant has supplied ownership documentation and a letter stating the reason for the request for approval for a title only.
Vehicle Services approval by: ____________________________ Date: __________________________