

INSTRUCTIONS
How to complete the MV-20 form.

COMPLETING the APPLICATION

- Complete the requestor's information. Check the box that corresponds to the type of customer you are and record your full legal name, the person or business you represent (if applicable), your physical address and telephone number.
- Complete the vehicle information for which information is being requested. If you are not the current owner of the vehicle you are requesting information for, please provide the current vehicle owner's information.
- Check the information you are requesting and submit the listed fees along with this form.
- Certify all statements are true and accurate. Sign, date and record the vehicle owner's driver's license.

REQUIRED DOCUMENT/INFORMATION

- A legible copy of a driver's license or other proof of identity that includes a picture of the person making the request.
- A self-addressed, postage paid envelope if the information is to be mailed to you.
- If you are not the owner of the vehicle, a dealer or a law enforcement officer, you must complete and submit one (1) of the following:
 - » Form MV-20A (Information required for production of documents in response to a subpoena for confidential motor vehicle records) **or**
 - » Information required for production of information/documents in response to a request for confidential motor vehicle records.
- Depending on your **customer type**, document or information listed below must be submitted:

REQUESTOR	REQUIRED DOCUMENT/INFORMATION
Vehicle Owner	
Vehicle Dealer	▪ State License or Registration
Law Enforcement Officer	▪ Accident Report
Judgment Creditor	▪ Certified writ of fieri facias.
Attorney	▪ Bar Association Card ▪ Subpoena or court stamped litigation
Other	▪ Justification under the federal Drivers Privacy Protection Act

FEES

- Tag/Title/Lien Vehicle Information Printout: \$1.00
- General Salvage Vehicle Information Printout: \$1.00
- Title History: \$5.00
- Letter of Verification: \$5.00
- Salvage Letter/Certification: \$14.00
- Certification of Tag/Title/Lien: \$14.00
(Must be requested in seven (7) days in advance)

SUBMITTING this FORM

This completed form, legibly printed or typed, must be submitted along with all required documents and fees to the Georgia Department of Revenue, Motor Vehicle Division at:

ATTN: Title Processing – Research
DOR/Motor Vehicle Division
P.O. Box 740381
Atlanta, Georgia 30374

IMPORTANT

- The Department of Revenue, Motor Vehicle Division releases vehicle information according to state and federal law.
- **DO NOT** pay a fee unless you are eligible to receive vehicle information. Fees are **not** refunded.

