



ALABAMA DEPARTMENT OF REVENUE
MOTOR VEHICLE DIVISION
Montgomery, Alabama 36132

MVT 5-10
6/09

FOR USE BY
LICENSING OFFICIALS
ONLY

Motor Vehicle Inspection by a Government Official

PART I – Vehicle Inspection *(complete in full)*

NOTE: Examine Public VIN Plate and make certain that the rivets are intact and the VIN has not been altered.

Vehicle Identification Number: _____

Make: _____ Year: _____ Model: _____

Body Type: _____ Number of Cylinders: _____

Color: _____ Odometer Reading: _____

Other Description or Comments (if any): _____

I hereby certify that I completed the information above from a physical inspection of the motor vehicle and that all information is true and correct.

Name of Official (Print): _____

▶ Signature: _____ Date: _____

Agency: _____ Phone No.: _____

Agency Address: _____

Zip Code: _____

PART II – Appointment of Deputy by a Licensing Official

I hereby accept the certification of physical inspection of the motor vehicle as completed above and I appoint this official as my deputy for the purpose of this physical inspection required of me personally or **through any of my deputies** by State law. I further certify that the vehicle identification number and vehicle description completed above are the same as the information shown on the application for certificate of title and/or registration.

▶ Signature: _____ Date: _____

Licensing Official: _____ Designated Agent No.: _____

NOTE: This form may be provided to owners of motor vehicles that cannot be driven or delivered to the licensing official's office for a physical inspection because of the size of vehicle or for other special reasons.

Please instruct the owner to deliver this form and the vehicle to a government official for inspection.

Please be reminded that the vehicle to be titled or registered **must be located in Alabama.**

Guidelines for Vehicle Identification Number (VIN) Inspections by License Plate Issuing Officials and Their Deputies

1. All vehicles not required to be titled, being registered for the first time in a new owner's name, must be physically inspected by the license plate issuing official. All vehicles required to be titled must be physically inspected by the license plate issuing official whenever that official is processing an application for first Alabama certificate of title. The physical inspection requirements do not apply to the following:
 - a. Registration renewals;
 - b. Vehicles registered pursuant to Section 32-6-56, Code of Alabama 1975 (IRP-registered vehicles);
 - c. 1975 and subsequent year motor vehicles owned by a manufacturer or dealer and held for sale or registered with dealer or manufacturer plates.
2. License plate issuing officials may appoint a government official, including a law enforcement officer, as a deputy for the purpose of inspecting a motor vehicle.
3. All vehicles, other than trailers, must have a unique VIN. It is the registrant's responsibility to ensure that the VIN is permanently affixed to the vehicle. The VIN is not required to be 17 characters on trailers or on 1980 and prior year model motor vehicles.
4. Required ownership documentation for first time registrations for non-titled trailers and 1974 and prior year model motor vehicles is a bill of sale that contains the minimum requirements established in Department of Revenue Administrative Rule 810-5-1-.246. The VIN on the vehicle must be compared to the number appearing on the ownership documentation to ensure that the correct vehicle is being registered.

General Inspection Guidelines

Where to find the VIN on the vehicle:

1. Passenger vehicles/pickup trucks – driver's side windshield or inside driver's door jam
2. Motorcycle – on front fork
3. Trailer – on trailer frame or tongue
4. Assembled vehicles – driver's door jam
5. Homemade trailers – on trailer frame or tongue
6. 1954 and prior year vehicles – inner fender well or driver's door post. Motor number is to be used as VIN if there is not a VIN plate on the vehicle.