

**COVERSHEET for Out of State/Non-Local Dealers and Businesses**



Davidson County Clerk  
 Howard Office Bldg.  
 700 2nd Ave South Suite 101  
 Nashville, TN 37210  
 PHONE (615) 862-6251  
 FAX (615) 214-9936

**CHECK BOX IF CUSTOMER RESPONSIBLE FOR PAYMENT**

Using this check list, please enter a  below to indicate you have verified these requirements for each transaction. Failure to do so could result in all your transactions being returned.

**DEALER CHECK LIST:**

- Payment
- Vehicle Color
- Customer Phone #
- Emissions Test (If Applicable)

Please Print:

Dealership/Business

Contact Name and Phone Number

Email Address

Alternate Contact Phone Number

Date Mailed to Clerk's Office

Signature

**\*\*\* NO MORE THAN 10 TRANSACTIONS (PER SHEET) \*\*\***

VEHICLE IDENTIFICATION NUMBER

CUSTOMER

AMOUNT

TRANSACTION

**Check List**

1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

PLEASE INITIAL ANY ALTERATIONS