



**CITY OF MEMPHIS
INSTRUCTIONS FOR APPLICATION
VEHICLE INSPECTION
EXEMPTION**



"The Environment and Safety Are Our Business."

**FOLLOW THE INSTRUCTIONS BELOW TO COMPLETE THE APPLICATION FOR
VEHICLE INSPECTION EXEMPTION:**

Section I: Please type or print the owner's information.

Section II: Type or print the vehicle information.

Section III: Complete and sign the Personal Certification.

Section IV: Explain why the vehicle is currently out of the City or testing area.

Section V: Verification of Vehicle Location/Reciprocal Inspection

IMPORTANT: Omit Section V if vehicle has passed emission testing at another EPA—approved inspection program within the past ninety (90) days .

If federal emissions testing is unavailable in the locale where the vehicle is located, law enforcement agency or college campus police must complete Section V of the application.

An EPA-approved inspection facility must complete Section V if the vehicle has been inspected within the past ninety (90) days and proof of inspection cannot be provided.

**THE FOLLOWING DOCUMENTATION SHALL BE SUBMITTED WITH THE
APPLICATION FOR VEHICLE INSPECTION EXEMPTION**

1. Completed Application for Vehicle Inspection Exemption.
2. Copy of Vehicle Registration or Title (Vehicle cannot be registered in another city or state).
3. Copy of owner's drivers license (Address on vehicle registration and owner's drivers license must be the same).
4. Original emissions certificate of compliance, if the vehicle has been inspected within ninety (90) days at an EPA-approved inspection program in another city or state.
5. Documentation evidencing the vehicle is out of the testing area (e.g., current school schedule or tuition receipt, utility bill, etc.)
6. Active-duty military must also provide a copy of his/her military ID and a copy of his/her current leave earning statement. (Please note that if the vehicle was registered in another state, the vehicle must successfully pass a federal emissions test.)

***NOTE: VEHICLE MUST BE INSPECTED IF THE VEHICLE IS LOCATED IN A CITY
OR STATE WHERE FEDERAL EMISSIONS TESTING IS REQUIRED .***

IMPORTANT:

The completed application along with supporting documentation must be taken to the nearest MVIB inspection facility or mailed with returned addressed envelope to the Motor Vehicle Inspection Bureau at 590 Washington Avenue Memphis, TN 38105.

Do not mail the application to the Shelby County Clerk's Office.