

INTERNET DOWN – BUYERS TAG

INSTRUCTIONS, READ CAREFULLY

In the event you are unable to access the Internet to obtain a temporary registration number, you are allowed to issue a temporary tag, but under the law you must register the sale and submit the required information to the state no later than the close of the next business day.

YOU ARE REQUIRED TO LOG YOUR USE OF INTERNET DOWN TAGS BY FILLING OUT THE AGENCY'S RECEIPT FORM AND KEEPING IT AT YOUR AGENCY UNTIL THE INFORMATION IS LOGGED ONTO THE STATE DATABASE.

The following numbers are being issued to your agency for such a purpose. These numbers have been logged into the database as belonging to your agency. The numbers should be kept in a secure place where they will not be subject to loss, theft or destruction. In the event of such an occurrence, it should be reported to TxDMV immediately.

**DO NOT GIVE THE NUMBERS TO ANY OTHER AGENCY.
USE THE NUMBERS ONLY FOR BUYER'S INITIAL TAGS FOR RETAIL SALES.**

The tag image and both the receipts already have the vehicle-specific number imprinted on them. You will need to fill out the additional information on the tag and the receipts by hand if you use these images.

Fill out the same information on both receipt forms

It is very important that the Buyer keep their copy in their vehicle until metal plates are placed on the vehicle.

Within one business day, you are required to enter the information in the state's database. Abuse of this process will be dealt with severely.