INSTRUCTIONS FOR FORM UP-2MV

The form UP-2MV must accompany all reports.

Enter your business name and Federal Employer Identification Number on each page of your owner report. Please type or print your report,

OWNER INFORMATION:

ITEM 1- Enter the name of motor vehicle's owner.

ITEM 2- Enter the address of motor vehicle's owner.

ITEM 3 - 4 If applicable, enter the name and address of the secondary owner.

ITEM 5- Enter the year of the vehicle.

ITEM 6- Enter the vehicle's make.

ITEM 7- Enter the vehicle's model.

ITEM 8- Enter the Vehicle Identification Number.

ITEM 9- Enter the vehicle's registration number (If available).

ITEM 10- Enter the owner's driver's license number (If available).

ITEM 11- Enter the date of sale.

SALE INFORMATION:

ITEM 12A- Enter the sale price of the vehicle.

ITEM 12B- Enter the lien amount.

ITEM 12C- Enter the cost of advertising. (This may not exceed $120.)

ITEM 12D- Enter the cost of the public sale. (This may not exceed $200.)

ITEM 12E- Deduct items 12 B-D from 12 A. This will be your remittance.

SUPPORTING DOCUMENTATION:

ITEM 13- You will need to attach copies of the following to this form:

1) The Bill of Sale
2) The Court Order

ITEM 14- You will need to save a copy of the Sale Costs Receipt for your records.

UP-2MV (Rev. 06/2026)
GEORGIA DEPARTMENT OF REVENUE
UNCLAIMED PROPERTY PROGRAM

Property_____OF_____

VEHICLE DETAIL REPORT FORM
MOTOR VEHICLE SALE

The form UP-2MV must accompany all reports

FEDERAL EMPLOYER ID #	ENTITY NAME

OWNER(S) INFORMATION

1. OWNER NAME

2. REPORTED ADDRESS

3. SECONDARY OWNER NAME (if applicable)

4. SECONDARY OWNER REPORTED ADDRESS (if applicable)

VEHICLE INFORMATION

5. VEHICLE YEAR	6. VEHICLE MAKE	7. VEHICLE MODEL

8. VIN #	9.. VEHICLE REGISTRATION # (IF AVAILABLE)

10. OWNERS DRIVERS LICENSE # (IF AVAILABLE)	11. DATE OF SALE

SALE INFORMATION

12a. Proceeds $_____

12b. Total Liens $_____

12c. Advertisement $_____ ($120 Limit)

12d. Sale Costs $_____ ($200 Limit)

12e. Remittance $_____

SUPPORTING DOCUMENTATION

13. ATTACH COPIES OF THE FOLLOWING TO THIS FORM:

☐ **BILL OF SALE**
☐ **COURT ORDER**

14. KEEP A COPY OF THE SALE COST RECEIPT FOR YOUR RECORDS.

☐ **RECEIPT FOR SALE COSTS**