

How do I get a tag for my new car?

Jefferson County Department of Revenue will accept customers' purchase transactions from citizens and dealerships via mail. The documents should be mailed via common courier (e.g. FedEx, UPS, etc.) to:

**Jefferson County Department of Revenue
716 Richard Arrington Jr. Blvd. N. Suite A-100
Birmingham, AL 35203**

In order to process transactions for automobile purchases, citizens and dealerships are required to provide the following items:

- A properly completed Alabama Application for Certificate of Title (form MVT 5-1E) or Manufacturer's statement of origin (required for a new vehicle that has never been issued a title)
- Bill of Sale
- Valid and unexpired proof of identity (required for all owners)
- Proof of Alabama Insurance
- MV Dealer Affidavit – Ad Valorem Tax Exemption (for preowned vehicles only)
- Previous license plate number for tag transfers request
- Proof of residency if relocating from another county or state
- Customer contact information (telephone number and/or email address)

It is important that you provide the owner's telephone number and email address with the documents to permit the Revenue Office to contact the owner(s) if there are questions. This will also allow the Revenue Office to notify the customer of the amount due for their transaction.

What if the car is a lease?

If the dealer's transaction is a lease, please provide the following documents:

- A properly completed Alabama Application for Certificate of Title (form MVT 5-1E)
- Valid and unexpired proof of identify (required for all owners/operators)
- Motor vehicle lease agreement
- Power of attorney, if applicable
- Proof of Alabama Insurance
- Proof of residency if relocating from another county or state
- The documents should be mailed via common courier (e.g. FedEx, UPS, etc.) to:

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Can I renew my car tag online?

Yes, Jefferson County citizens who need to renew their registration may do so via mail or internet. When renewing by mail make sure that the check is made out to Travis A. Hulsey and proof of insurance is included. Send your renewal request to:

Jefferson County Department of Revenue

PO Box 11088
Birmingham, AL 35202-1088

- The most convenient way to renew your car registration is online at:
<https://tagit.jccal.org/home/requirements>
- All requests for tag/decal replacements or address changes may be submitted to our email address at revenueadd@jccal.org or you can call the office at 205.325.5171.
- Please be advised that the State of Alabama Department of Revenue has extended the deadline for March 2020 registration renewals through April 15, 2020.