



# USED VEHICLE SALE COMPLAINT FORM

Please complete the following pages if you wish to submit a used vehicle sale complaint regarding a vehicle allegedly sold in Georgia's 13 covered counties (Cherokee, Clayton, Cobb, Coweta, DeKalb, Douglas, Fayette, Forsyth, Fulton, Gwinnett, Henry, Paulding, and Rockdale) without a current, valid passing emissions inspection on file at the time of sale.

## ✓ REQUIREMENTS FOR A USED VEHICLE SALE VIOLATION TO BE ISSUED

- The vehicle did not receive a passing emissions inspection within 12 months of the purchase date.
- The seller and buyer are both located within the 13-county testing area at the time of sale.
- The bill of sale, title, title application, or other official documentation identifies all the following: the seller's name and address; the buyer's name and address; and the sale date.
- You still have possession of the vehicle.

To view your vehicle's inspection summaries, visit [www.cleanairforce.com](http://www.cleanairforce.com) and click on "Find Your Test Results."

## ✓ REQUIREMENTS TO SUBMIT A COMPLAINT

For this complaint to be properly investigated, you must:

- Complete both pages of the Used Vehicle Sale Complaint Form
- Submit an affidavit (a handwritten or typed explanation with your reason[s] for submitting a complaint)
- Supply a copy of the bill of sale or a copy of the front and back of the title. If neither is available, supply a copy of the title application.

If available, also submit:

- Copy of repair receipts and/or diagnostic tests (if any)
- Copy of any additional paperwork provided at the time of sale

## 🏠 HOW TO SUBMIT A COMPLAINT

- Submit your PDF files (photos are not accepted) online through the website form submission;
- Submit PDF files (photos are not accepted) via e-mail to [info@cleanairforce.com](mailto:info@cleanairforce.com); or
- Drop off documents at a GCAF Customer Service Center. For a complete listing of GCAF Customer Service Centers, visit <https://cleanairforce.com/motorists/support/customer-service-centers>.

Once this information is received, an investigation will be initiated to determine if there has been a violation of O.C.G.A 12-9-54. GCAF personnel will review the complaint within five business days and notify you via mail or email.



**GCAF does not have the authority to work on your behalf or negotiate vehicle buyback or repair settlements between you and the seller. Outreach and enforcement actions by GCAF and the Georgia Environmental Protection Division (EPD) are completely separate from any actions you may take against the seller.**

# USED VEHICLE SALE COMPLAINT FORM

## Possible violation of O.C.G.A. 12-9-54. Sale of a Vehicle without Emissions Inspection

### Complaint Type:

From whom did you purchase the vehicle?

Automobile Dealership

Individual

Date of Sale (as listed on the Bill of Sale)

### Complaint Against:

Name/Business

Address

City

State

Zip Code

Zip Code Plus

Salesperson

General Manager/Owner

Work Number

Cell Number

Home Number

Email Address

County Where Sale Occurred

### Buyer's Information At The Time of Sale Or As Listed On The Bill of Sale:

Name

Address

City

State

Zip Code

County

Cell Number

Home Number

Work Number

Email Address

## Buyer's Current Information (If Different Than Above):

Name	Address		
<input type="text"/>	<input type="text"/>		
City	State	Zip Code	County
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Cell Number	Home Number		
<input type="text"/>	<input type="text"/>		
Work Number	Email Address		
<input type="text"/>	<input type="text"/>		

## Vehicle Identification Information:

Year	Make	Model	Color
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
VIN	Tag Number		
<input type="text"/>	<input type="text"/>		
Emissions Certificate Number	Current Mileage		
<input type="text"/>	<input type="text"/>		

## Supporting Documentation:

Mark all items that are included with this complaint.

- |  |   |
|--|---|
| <input type="checkbox"/> Affidavit detailing events of sale (*required)  | <input type="checkbox"/> Copy of most recent vehicle inspection reports (VIRs) if available |
| <input type="checkbox"/> Copy of bill of sale (*required) or copy of title (front and back), if available. If not available, please provide a copy of the title application. | <input type="checkbox"/> Copy of repair receipts and/or diagnostic tests (if any)           |
|  | <input type="checkbox"/> Copy of additional paperwork provided at the time of sale          |

\* You must supply an affidavit (either a handwritten or typed document to explain the reason for your complaint) and either a bill of sale, title, or title application to show your name and address, the seller's name and address, and the sale date, for your complaint to be processed. We cannot process complaints without this documentation. The other requested documents are not required but are helpful with the investigation.

Submit the completed form and supporting documentation by online submission, or you can submit in person at a GCAF Customer Service Center or email to [info@cleanairforce.com](mailto:info@cleanairforce.com).

## Vehicle Owner's Signature

Date

<input type="text"/>	<input type="text"/>
----------------------	----------------------