



B2B Center Cover Sheet

Service Center: _____

Complete this form **prior** to dropping off your work at the B2B Center. Complete a separate sheet for **each** bundle. The RMV strongly advises you to complete the fillable PDF using your PC or other device in advance of drop-off. If not, please ensure each field is legible.

In the email field, please indicate the email address of who will be receiving the email for the payment. Also, please indicate in the "Comments" field if the **agent or the customer** will be getting the email for the payment once the work is completed.

Date: _____

Time of Drop-Off: _____

Name of each business you are dropping off work for:

1. _____

2. _____

3. _____

4. _____

Total Number of Transactions: _____

Last 8 digits of each VIN for each transaction:

1. _____ 2. _____ 3. _____ 4. _____

5. _____ 6. _____ 7. _____ 8. _____

Business Name: _____

Printed Name of Runner: _____

Contact Phone Number: _____ Extension: _____

Contact Email: _____

Check payment method below:

Check

Email

Comments: