Welcome to the Bureau of Motor Vehicles
Dealer Training

This workshop will assist you with:

1. Completing required paperwork to apply for title on vehicles you sell to Maine residents.

2. Discuss and review the Bureau of Motor Vehicles laws and forms.

3. Discuss and review the Used Vehicle Buyer’s Guide.

4. Discuss and review the Unsafe Motor Vehicle laws.

5. Answer your questions and concerns.
Maine State
Certificate of Title
MVT-1

As of January 1, 2010

All 1995 and newer vehicles are subject to Maine Title requirements.

A vehicle 1994 and older, motorcycles/mopeds under 300 cc’s, special/special mobile equipment and trailers 3000 lbs or less (empty weight) are exempt from Maine Title requirements.
Vehicles from other Title Jurisdictions?

New Hampshire ~ Title required for model year 2000 and newer.
Rhode Island ~ Title model year 2001 and newer
Vermont ~ 15 year Title State
Connecticut ~ 20 year Title State
Who and What is a Non-Lien Holding State?

Several States mail Titles directly to owners, even though a Title may list a lien holder.

Kansas
Kentucky
Maine (From 1/1/91 to 10/1/96)
Maryland
Michigan
Minnesota
Missouri
Montana
New York
Oklahoma
South Dakota
Moving to the State of Maine from one of those Non-Lien Holding States?

A *Title* and *released Lien* must be in hand, if applicable, to sell, trade, or register a vehicle.

Please, remember, the Lien Holder *does not* hold the Title in these states!

If they do not have the Title, they *must* obtain a duplicate from that State before they can sell, register, or apply for Title in Maine.
What is A Memorandum Titles?

A Memorandum Title is a non-negotiable title issued when the owner of a vehicle moves to a state that issues Memorandum Titles and the out of state title is held by the lienholder and not surrendered to that state at time of registration.
Who issues Memorandum Titles?

Connecticut

District of Columbia

Kansas (Trucks and Commercial Vehicles Only)

Massachusetts

Missouri

Ohio

Pennsylvania

Rhode Island (as of 11/7/03)

South Carolina

Texas

West Virginia

Remember, the State of Maine will not accept Memorandum Titles as proof of ownership!
Changes to the Maine State Certificate of Title

MVT-1


Certificate of Lien
MVT-17

Oct. 1, 1996 to Jan 31, 1999

Feb. 1, 1999 to June 2015
Maine Certificate of Title
issued
January 1991 thru October 1996

MVT-1
Certificate of Lien (MVT-17) were issued from 1/1/91 to 10/1/96.

Released with a MVT-12

Must be properly signed off by the lien holder

The information on this Certificate of Lien must match the Certificate of Title exactly.
A Release of Lien (MVT-12) can be used by the Lien Holder to show a release of lien when it cannot be released on the face of the title or in the case where a Certificate of Lien has been lost or destroyed.

Authorized Agent information must be legible and position listed.

Once the Lien (s) is released by all Lien Holders, the Vehicle is Free of Encumbrances and able to be transferred.
Maine Certificate of Title
issued
October 1, 1996 thru January 31, 1999

MVT-1
Maine Certificate of Title
issued
February 1, 1999 to June 2015

MVT-1
Maine Certificate of Title
Issued
June 2015 to Current Use

MVT-1
New vehicles and trailers, delivered in Maine by the manufacturer or franchise dealer, must execute and deliver to an agent or franchised dealer, a Certificate of Origin.

A Certificate of Origin or MCO is the birth certificate for a new vehicle.
Certificate of Origin
MCO
Monroney Label
(Window Sticker)
Monroney Label
(Window Sticker)

Manufacturer Suggested Retail Price (MSRP) is calculated by using the

Total Vehicle Price
Less The Destination Charge

EQUALS MSRP

Total Vehicle Price  $23,145
Less Destination  - $795
Equals MSRP  $22,350
Transfer of Ownership

Are the keys all that’s needed?
Verify vehicle ownership!

Initiate vehicle transfers for vehicles 1995 and newer **on the reverse side of the Title** (MVT-1)

- Purchaser(s) name and Address and date of the sale
- Accurate current mileage
- Seller(s) name, signature(s), address and date of the sale
- Lienholder's information
- Signature of purchaser(s)
Transfer of Ownership
MVT-16

<table>
<thead>
<tr>
<th>MAKE</th>
<th>TOYT</th>
</tr>
</thead>
<tbody>
<tr>
<td>MODEL</td>
<td>TACOMA</td>
</tr>
<tr>
<td>VEHICLE IDENTIFICATION NUMBER</td>
<td>5TFSZ5AN3JX084629</td>
</tr>
<tr>
<td>BODY TYPE</td>
<td>PK</td>
</tr>
</tbody>
</table>

**Assignment of Ownership**

<table>
<thead>
<tr>
<th>Name(s)</th>
<th>Richard &amp; Angela Smith</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td>99 Main Street, Augusta, Maine</td>
</tr>
<tr>
<td>Date of Sale</td>
<td>01/07/17</td>
</tr>
<tr>
<td>Zip</td>
<td>04330</td>
</tr>
</tbody>
</table>

**ODometer Disclosure Statement**

<table>
<thead>
<tr>
<th>Statement</th>
<th>true</th>
</tr>
</thead>
<tbody>
<tr>
<td>I certify that the odometer reading reflects the actual mileage of the vehicle.</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Name(s)</th>
<th>Alan Churchill</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td>45 Second Street, Randolph, Maine</td>
</tr>
<tr>
<td>Date of Odometer reading</td>
<td>01/07/17</td>
</tr>
<tr>
<td>Zip</td>
<td>04345</td>
</tr>
</tbody>
</table>

**Lienholder Disclosure Statement**

<table>
<thead>
<tr>
<th>Name(s)</th>
<th>Klondike Bank &amp; Trust</th>
</tr>
</thead>
<tbody>
<tr>
<td>Address</td>
<td>981 Washington Street, Presque Isle, Maine</td>
</tr>
<tr>
<td>Date of Lien</td>
<td>01/07/17</td>
</tr>
<tr>
<td>Zip</td>
<td>04769</td>
</tr>
</tbody>
</table>

**Signature**

<table>
<thead>
<tr>
<th>Name(s)</th>
<th>Richard Smith</th>
</tr>
</thead>
<tbody>
<tr>
<td>Signature</td>
<td>01/07/17</td>
</tr>
</tbody>
</table>

To be a valid transfer, the MVT-16 **must** be accompanied by a Title.
“Used motor vehicle” means a motor vehicle that has been registered at least once or is not covered by a manufacturer's new car warranty.

29-A M.R.S.A. § 851, section 4, paragraph 12
How much does an Application for Title cost?

The Application fee is $33 (6-8 weeks)
An additional $10 for an EXPEDITED (RUSH). (10-12 work days from date application is received at main office)

How soon after a Dealer makes a sale or lienholder finances a vehicle should a Title Application be submitted to BMV?

Dealerships and Financial Institutions must submit an application to Motor Vehicles within 30 days of the sale or start of approved lien.

After 30 days, there is a $50 late fee per application and this violation is a misdemeanor in Title 29A, section 664 ~ a Class E offense.
Application for Certificate of Title

MVT-2

Title Fee $33

Rush (+ $10)

CTA Number
Line #1
Last Name, First Name, Middle Initial of owners

Line #2
Date of Birth

Line #3
Telephone Number
Check Joint Ownership and the survivor owns the vehicle without any question!

If there are multiple titled owners, but Joint Ownership is not checked, Common Ownership is established.
Application for Certificate of Title
MVT-2

Line #4  Mailing Address, (Street Name & Number)

Line #6  Please complete, so the Title Section has required information to locate owner if required.

Line #7  Complete if this is a leased vehicle.

Line #5  MSRP ~
Fill in the appropriate amount (Total vehicle price less destination charge equals total) if this is a new vehicle or the MRSP has been listed on prior Title. Otherwise check mark “not required”.

Example: 99 Main Street, Augusta, ME 04330

Example: Smith, Richard L
Smith, Angela S
PO Box 54
Augusta, ME 04330

Example: MSRP Amount $38,915
Application for Certificate of Title
MVT-2

Lines #8 - #17

Vehicle Information:
Year, Make, Model, VIN, Body Type, Condition, Purchase Date, Previous Title Number, State of Origin

Lines #18 - #20

Current Odometer

DO NOT GUESS be accurate!

If it is not actual, state that and submit an MVT-32 Odometer Information form with this application.
Application for Certificate of Title
MVT-2

Lines #21 - #26
Lien Information

Line #30
Signatures of Owners

All owners listed in block one must sign.

Remember to include your Dealer License # and check Dealer Type Box
Odometer Information

MVT-32

MVT-32 is used when a questionable odometer reading occurs on the MVT-2 or when an odometer is non-functional and replaced.

If Repaired/Replaced

Odometer set at

Miles driven while odometer not working

Odometer reading when stopped working

Richard & Angela Smith  95 Chestnut St Augusta Me 04330

2018     TOYO                    5TFSZ5AN3JX084629                 01/01/17

01/01/17                                                           Henry Davis

Henry Davis

Davis Auto Repair

Under penalties of false statement, I certify that the above information is true.

01/01/17

Date

Signature

Printed Name

Dealer Name

1. This form may be required even though the Application for Certificate of Title provides for odometer information.
2. If the vehicle described was sold by a Maine licensed dealer to the owner shown, the dealer must sign this form. Otherwise, the current vehicle owner should sign this form.
3. This Form was not designed to replace any other odometer disclosure form which the seller may be required to give to the buyer of a vehicle.
4. Odometer information is required by the Secretary of State so that the odometer reading of a vehicle may be shown on the Certificate of Title to the Vehicle.
5. If "not actual" mileage is reported, reason boxes must be checked and mileage information questions must be answered.

310 Main St, Augusta, ME 04330
Tel: (207) 584-0000 Fax: (207) 584-0024 TTY there call 811 Maine relay 711

MVT-32 (Rev. 1/2013)
Affidavit of Repossession
Reverse of Maine Title.
MVT-5 may be submitted to show repossession instead of repossession being executed on reverse of title.
Duplicate Certificate of Title
MVT-8

Richard And Angela Smith found a car they really would like to buy at Exceptional Auto of Randolph, Maine, but Lost the Title. How can they close the deal without it? But!

Prior title still shows active Lien on our system.

They will acquired a signed Release of Lien (MVT-12) from Klondike Bank & Trust that indicated his loan was paid in full on his 2018 Toyota Tacoma.

$33 Fee for the Duplicate plus $10 Fee for RUSH.
A second way to obtain BMV Information:

❖ An Internet Service that provides 24 hour/ 7 days a week access. http://www.maine.gov/informe/

❖ An “annual” Subscription Fee of $100 and a $5.50 look-up fee per Title record inquiry is available.

❖ InforME can be contacted at: (207) 621-2600 or 1-877-212-6500
INFOR-ME
On-Line Duplicate Title

$46.00 Fee
$33.00 Title Fee
$10.00 Rush Fee
$3.00 Processing Fee
Richard & Angela discovered their recently purchased 2015 Ford Taurus had been in an accident and was not disclosed at the time of sale. They have brought the vehicle back to Exceptional Auto for a refund.

1. Can Exceptional Auto cancel this transaction? If so, how?

2. Is the title fee refunded?

Please note: If the vehicle has been registered to the applicant, the Application for Title (MVT-2) cannot be withdrawn.
Inspection of Vehicle Identification
MVT-10

✓ Required whenever the Vehicle Identification Number of a vehicle is questionable or a vehicle coming in from another country.
Vehicles Coming Into Maine from Another Country

✓ MVT-2 ~ Title Application in the owner(s) name.
✓ Manufacturer’s Certificate of Origin (MCRO), from Canada, a Canadian registration in the selling dealer’s name.
✓ MVT-10 Vehicle Identification Statement
✓ A Bill of Sale

✓ Import Documents:
  A. Dept. or Transportation’s HS-Form 7 Declaration
  B. U.S. Customs Entry Form #7501, or CF-3299 or CF-368
  C. Military documentation ~ DD 1252 & DD 788 or Only HS-Form 7
  D. Bond or Bond release if question #3 has been answered on Declaration
  E. Work order for odometer change, if one was done

✓ Required Title Fee
Affidavit of Surviving Spouse

MVT-22

MVT-22 is used when the owner(s) of a vehicle has died.
## Death of an Owner - Surviving Spouse

<table>
<thead>
<tr>
<th>Keeping Vehicle:</th>
<th>Selling Vehicle - Provide New Owner with the following:</th>
</tr>
</thead>
<tbody>
<tr>
<td>1. Title</td>
<td>1. Title</td>
</tr>
<tr>
<td>2. MVT-22 completed by surviving spouse</td>
<td>2. MVT-22 completed by surviving spouse</td>
</tr>
<tr>
<td>3. MVT-2 in surviving spouse’s name</td>
<td>3. Transfer of ownership from surviving spouse to new owner</td>
</tr>
<tr>
<td>4. No Fee for MVT-2 only if <strong>prior title is Maine</strong></td>
<td>A $33.00 fee if spouse is adding a name</td>
</tr>
<tr>
<td></td>
<td>5. $10.00 fee for a rush process</td>
</tr>
<tr>
<td>5. $10.00 fee for a rush process</td>
<td><strong>Selling Vehicle - Maine Title Lost:</strong></td>
</tr>
<tr>
<td></td>
<td><strong>Surviving spouse must obtain a title in their name first before selling.</strong></td>
</tr>
<tr>
<td><strong>Keeping Vehicle - Maine Title Lost:</strong></td>
<td>1. See instructions in <strong>Keeping Vehicle – Maine Title Lost</strong></td>
</tr>
<tr>
<td>1. MVT-8 in prior owner’s name(s) signed by the surviving spouse</td>
<td>2. Provide new owner with the following:</td>
</tr>
<tr>
<td>2. MVT-22 completed by surviving spouse</td>
<td>- Title in surviving spouse’s name</td>
</tr>
<tr>
<td>3. MVT-2 in surviving spouse’s name</td>
<td>- Transfer of ownership from all owners named on new title to new owner</td>
</tr>
<tr>
<td>4. No Fee for MVT-2 and MVT-8</td>
<td></td>
</tr>
<tr>
<td><strong>A $33.00 fee for MVT-2 if spouse is adding a name</strong></td>
<td></td>
</tr>
<tr>
<td>5. $10.00 fee for a rush process</td>
<td></td>
</tr>
</tbody>
</table>
# Death of an Owner - Personal Representative

## Keeping Vehicle:

1. Title
2. Copy of personal rep’s court appointment
3. MVT-2 in personal rep’s name(s)
4. $33.00 fee
5. Additional $10.00 fee if rush request

## Selling Vehicle - Provide New Owner with the following:

1. Title
2. Copy of personal rep’s court appointment
3. Transfer of ownership from personal rep(s) to new owner

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## Keeping Vehicle – Maine Title Lost:

1. MVT-8 in prior owner’s names(s) signed by the personal rep
2. Copy of personal rep’s court appointment
3. MVT-2 in personal rep’s name(s)
4. $33.00 fee for MVT-2
5. Additional $10.00 fee if rush request

## Selling Vehicle – Maine Title Lost:

*Personal Rep must obtain a title in their name first before selling.*

1. See instructions in Keeping Vehicle – Maine Title Lost
2. Provide new owner with the following:
   - Title in personal rep’s name(s)
   - Transfer of ownership from all owners named on new title to new owner
# Death of an Owner - Joint Owner

## Keeping Vehicle:

1. Title
2. Copy of death certificate
3. MVT-2 in joint owner’s name
4. No fee for MVT-2 if **surviving joint owner is surviving spouse**
   A $33.00 fee if surviving joint owner is not the surviving spouse or if another name is added
5. Additional $10.00 fee if rush request

## Selling Vehicle - Provide New Owner with the following:

1. Title
2. Copy of death certificate
3. Transfer of ownership from surviving joint owner to new owner

## Keeping Vehicle – Maine Title Lost:

1. MVT-8 in prior owner’s names signed by the surviving joint owner
2. Copy of death certificate
3. MVT-2 in surviving joint owner’s name
4. No fee for MVT-2 and MVT-8 if **surviving joint owner is the surviving spouse**
   A $33.00 fee for MVT-2 & MVT-8 if surviving joint owner is not the surviving spouse or if surviving spouse is adding a name
5. Additional $10.00 fee for rush request

## Selling Vehicle - Maine Title Lost:

**Surviving joint owner must obtain a title in their name first before selling.**

1. See instructions in *Keeping Vehicle – Maine Title Lost*
2. Provide new owner with the following:
   a. Title in joint owner’s name
   b. Transfer of ownership from all owners named on new title to new owner
## Heirs of the Deceased—No Personal Representative Appointed by the Court

### Keeping Vehicle:

1. Title
2. MVT-22 completed by all immediate heirs
   - a. spouse
   - b. children
   - c. parent(s)
   - d. sibling(s)
3. Statement from probate court **no will probated**
4. Transfer of ownership (when required)
5. MVT-2 in heir’s name(s)
6. $33.00 fee
7. Additional $10.00 fee for a rush request

### Selling Vehicle—Provide New Owner with the following:

1. Title
2. MVT-22 completed by all immediate heirs
   - a. spouse
   - b. children
   - c. parent(s)
   - d. sibling(s)
3. Statement from probate court **no will probated**
4. Transfer of ownership from heir(s) to new owner

### Keeping Vehicle—Maine Title Lost:

1. MVT-8 in prior owner’s name(s) signed by all heirs
2. MVT-22 completed by all immediate heirs
   - a. spouse
   - b. children
   - c. parent(s)
   - d. sibling(s)
3. Statement from probate court no will probated
4. MVT-2 in heir’s name(s)
5. Transfer of ownership (when required)
6. $33.00 fee for MVT-2
7. Additional $10.00 fee if rush request

### Selling Vehicle—Maine Title Lost:

*Heir(s) must obtain a title in their name(s) first before selling.*

1. See instructions in **Keeping Vehicle—Maine Title Lost**
2. Provide new owner with the following:
   - Title in heir’s name(s)
   - Transfer of ownership from all owners named on new title to new owner
Application for Certificate of Salvage
MVT-102

Salvage Vehicle Dealers and Auctions

Legislation requires Insurance Companies to obtain Salvage Titles for total loss vehicles prior to transferring them.

The Secretary of State requires this application for a Salvage Title for any total loss, even if the owner retains the salvage.

Remember: The insurance company must act on the application within 30 days of its receipt.
Application for Certificate of Salvage
MVT-102

Newport Insurance Company

A54321
93 Pine Street
Portland, Maine 04101

George M. MacAfee
34 Spruce Street
Augusta, ME 04330

N/A

William J. Newport, President
09/10/17
Certificate of Salvage Title

- Collision Damage
- Water Damage
- Theft
- Fire Damage
- Comprehensive
If a vehicle has been declared a total loss by an insurance company or vehicle owner, an MVT-103 form **must** be completed by the repairer to list repairs on the vehicle.

List the parts used to replace or repair the damaged ones as (N) new, (U) used, or (R) repaired.

Copies of the bill of sale or invoice for new parts **must** be sent in with the MVT-103 form.

When repairing the vehicle with used parts, list the VIN number from the “parts” vehicle, as well as the Title State, Title Number and Date Title Surrendered.

If 1-4 component parts are replaced, the vehicle will be coded “Rebuilt” on the title.

If 5 or more component parts have been replaced, “Rebuilt Salvage” will be coded on the title.

If the vehicle has been declared totaled and no parts were replaced, but the vehicle was repaired, an MVT-103 **must** be completed by the repairer, “Repaired” will be coded on the title.
Affidavit of Rebuilt or Repaired Salvage Vehicle

MVT-103

Instructions for Part A: Use Part A to list parts used in the repair of the salvage vehicle. In the "KEY" section beside each part listed indicate whether the component was replaced with a new part (N), or a used part (U), or if the part was repaired (R) instead of replaced.

Bills of sale for new components must accompany this form. For used parts list VIN and title information below.

<table>
<thead>
<tr>
<th>KEY</th>
<th>Part</th>
<th>L-Left</th>
<th>R-Right</th>
<th>VIN</th>
<th>Title State</th>
<th>Title Number</th>
<th>Date Surrendered</th>
</tr>
</thead>
<tbody>
<tr>
<td>U</td>
<td>FENDER</td>
<td></td>
<td></td>
<td>123ABC456EFG78A9</td>
<td>ME</td>
<td>12356525</td>
<td>03/25/16</td>
</tr>
<tr>
<td>U</td>
<td>FRONT DOOR</td>
<td></td>
<td></td>
<td>456ABC123EFG89A9</td>
<td>ME</td>
<td>10549521</td>
<td>02/19/16</td>
</tr>
</tbody>
</table>

If **NEW** parts please attach bill of sale/invoice for each new part used

If **USED** parts please enter title state, title number and date title surrendered for each used part
Part B of the MVT-103 must be completed and mailed along with the title from any vehicle that has been:

- Scrapped
- Dismantled
- Compressed
- Destroyed

Note: The MVT-103 must be used when surrendering titles.
Reverse Side of Disposition of Salvage Vehicle MVT-103

<table>
<thead>
<tr>
<th>TITLE NUMBER</th>
<th>STATE</th>
<th>VIN</th>
</tr>
</thead>
<tbody>
<tr>
<td>10549521</td>
<td>ME</td>
<td>123ABC456EFG78A9</td>
</tr>
<tr>
<td>10949521</td>
<td>ME</td>
<td>456ABC123EFG89A9</td>
</tr>
</tbody>
</table>

Under penalties of false statement, I, the undersigned, certify that the vehicles described in the attached certificates of title were scrapped, dismantled, compressed or destroyed.

Signature: Kenneth Arrows
Date: 09/07/17

Note: Make sure your name is on the back of every surrendered title or on a transfer form attached to the title.
Certificate of Destruction

The Maine Bureau of Motor Vehicles will not title a vehicle that has been previously titled in another state as a Certificate of Destruction, Non-Repairable, Parts-Only, Junk, Scrap or equivalent brand.

The vehicle may be used as a “Parts” vehicle to repair other vehicles, but may not be titled in Maine.
• **Minors** (under the age of 18) applying for a Maine title, are required to have a parent or legal guardian sign the bottom of the title application (MVT-2).

• A copy of the court order is required for emancipated minors.

• **Divorce Action:** The recipient of the vehicle must show the divorce decree with the signature of the Judge.

• **Name Change:** Changes due to marriage, divorce or personal preference are required to show a copy of the legal document stating such change.

• **Repossession:** Between Jan. 1, 1991 and Oct. 1, 1996 titles with liens were mailed to the lienholders. A lienholder may repossess (MVT-5) when named as lienholder on the certificate of title.
• **Bankruptcy**: A Bankruptcy Court Trustee **must** complete the assignment to whom a titled vehicle is sold and include a copy of the court order bankruptcy indicating who has authorization to transfer the vehicle with the submitted title application.

• **Incapacitated Owner**: Two (2) witnessed signatures are required when the owner signs an X transferring title ownership of a vehicle, along with the title document, and copies of court appointed guardianship papers.

• **DSER ~ Department of Support Enforcement Regulations**: Delinquent child support. Once a Notice of Lien is sent to the delinquent party, DSER can start lien proceeding after 20 days of the notice. It may be necessary to call the Title section to verify this information.
VIN Decoder

10th digit determines the model year of the vehicle
A Dealership **must** possess a properly assigned Title before selling or displaying a vehicle for sale.

Refer to MVT-29 for accurate Fee rates.
### FORM REQUEST SHEET

**MVT-44**

<table>
<thead>
<tr>
<th>FORM NAME</th>
<th>PACK QUANTITY</th>
<th>FORM NUMBER</th>
<th>TOTAL FORMS REQUESTED</th>
</tr>
</thead>
<tbody>
<tr>
<td>APPLICATION FOR CERTIFICATE OF TITLE</td>
<td>100</td>
<td>MVT-2</td>
<td></td>
</tr>
<tr>
<td>PRE-VALIDATED CERTIFICATE OF TITLE APPLICATIONS</td>
<td>100</td>
<td>MVT-2A</td>
<td></td>
</tr>
<tr>
<td>REQUEST FOR WITHDRAWAL</td>
<td>500</td>
<td>MVT-2B</td>
<td></td>
</tr>
<tr>
<td>AFFIDAVIT OF REPOSSESSION</td>
<td>500</td>
<td>MVT-5</td>
<td></td>
</tr>
<tr>
<td>APPLICATION FOR NEW VEHICLE IDENTIFICATION NUMBER</td>
<td>500</td>
<td>MVT-6</td>
<td></td>
</tr>
<tr>
<td>REQUEST FOR SEARCH OF THE RECORDS</td>
<td>500</td>
<td>MVT-7</td>
<td></td>
</tr>
<tr>
<td>REQUEST FOR DUPLICATE CERTIFICATE OF TITLE</td>
<td>500</td>
<td>MVT-8</td>
<td></td>
</tr>
<tr>
<td>INSPECTION OF VIN</td>
<td>500</td>
<td>MVT-10</td>
<td></td>
</tr>
<tr>
<td>RELEASE OF LIEN</td>
<td>500</td>
<td>MVT-12</td>
<td></td>
</tr>
<tr>
<td>TRANSFER AND REASSIGNMENT OF OWNERSHIP</td>
<td>500</td>
<td>MVT-16</td>
<td></td>
</tr>
<tr>
<td>AFFIDAVIT OF SURVIVING SPOUSE/PARTNER/PERSONAL REPRESENTATIVE</td>
<td>500</td>
<td>MVT-2X</td>
<td></td>
</tr>
<tr>
<td>NOTICE TO SECRETARY OF STATE OF AN UNCLAIMED VEHICLE</td>
<td>500</td>
<td>MVT-38</td>
<td></td>
</tr>
<tr>
<td>FEE SCHEDULE</td>
<td>500</td>
<td>MVT-29</td>
<td></td>
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<tr>
<td>ODOMETER INFORMATION</td>
<td>500</td>
<td>MVT-32</td>
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<td>AFFIDAVIT OF OWNER OF AN ANTIQUE AUTO</td>
<td>500</td>
<td>MVT-34</td>
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<tr>
<td>INFORMATION ON JOINT COMMON OWNERSHIP</td>
<td>500</td>
<td>MVT-36</td>
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<tr>
<td>FORM REQUEST SHEET</td>
<td>500</td>
<td>MVT-44</td>
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<tr>
<td>ASSIGNMENT OF LIEN</td>
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<td>MVT-48</td>
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<tr>
<td>RELEASE OF LIEN NOTIFICATION</td>
<td>500</td>
<td>MVT-52</td>
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</tr>
<tr>
<td>APPLICATION FOR CERTIFICATE OF SALVAGE</td>
<td>250</td>
<td>MVT-103</td>
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</tr>
<tr>
<td>DISPOSITION OF SALVAGE VEHICLE</td>
<td>250</td>
<td>MVT-103</td>
<td></td>
</tr>
<tr>
<td>NOTICE OF SALE — DEALER SALE ONLY</td>
<td>250</td>
<td>MVT-15</td>
<td></td>
</tr>
<tr>
<td>PLEASE SPECIFY “REGULAR” OR “TRACKFEED”</td>
<td>250</td>
<td>MVT-15A</td>
<td></td>
</tr>
</tbody>
</table>

**GIVE STREET ADDRESS (NOT PO BOX) FOR PROPER DELIVERY. PLEASE Type OR PRINT NEATLY IN DARK INK.**

**NAME**

**STREET ADDRESS**

**CITY, STATE, ZIP**

**TITLE SECTION**

BUREAU OF MOTOR VEHICLES
29 STATE HOUSE STATION
AUGUSTA ME 04333-0029

**IMPORTANT NOTE:**

ORDER YOUR FORMS AT LEAST TWO WEEKS IN ADVANCE AND ORDER A MINIMUM OF A TWO WEEK SUPPLY.

**STOCKROOM**

(207) 624-9030

---

MVT-44 Rev 1-2013

(207) 624-9000 EXT 32138  FAX (207) 624-9024  TTY Users call 1-800-729-7113
QUESTIONS?

• CALL US AT:
  (207) 624-9000  EXT. 52143
  FAX
  (207) 624-9126

• EMAIL:
  dealerlicensing.bmv@maine.gov
QUESTIONS?

• CALL US AT:
  (207) 624-9000  EXT. 52144

FAX
  (207) 624-9258

• EMAIL:
  investigation.bmv@maine.gov
QUESTIONS?

- CALL US AT:
  (207) 624-9000  EXT. 52138
- FAX
  (207) 624-9254
- EMAIL:
  titles.bmv@maine.gov
The End!

Please Remember to Call with Your Questions
Office of Investigations

- Director
- Office Specialist I
- 12 Detectives 3 of which are supervisors.
- Assigned to different geographic locations and have Offices located in 8 of the 13 BMV Branches
- Central Office in Augusta
- 207-624-9000 Ext. 52144
Detective’s Duties

• Enforce Motor Vehicle and Criminal Codes

• Enforce the Used Car Information Act

• Enforce Rules of Secretary of State
Some Facts about Investigations

• All certified Law Enforcement Officers
• Investigate and resolve about 2500+ cases annually
• Average $250,000 in restitution to consumers
• Investigate and prosecute felonies, misdemeanors and infractions
Primary Location

• Application and additional fees required.
• Lease if area is not owned by the dealer
• Land Use /Zoning approval

Must meet the Following requirements:
• Business hours posted (Min 30hrs per week)
• 5,000 sq.´ Display area
• 400 sq.´ Repair Facility
• 64 sq.´ Office Space
• 12 sq.´ Sign
Multiple Locations

Annex Location:

- Must meet the same requirements as the primary place of business
- Application and additional fees required.
- Lease if area is not owned by the dealer
- Land Use /Zoning approval
- Records may be kept at the primary location.
- No mileage limitation from primary location
Multiple Locations

Secondary Location:

- Space enough to display at least two (2) vehicles.
- Sign that meets same requirements as primary
- Application and additional fees required
- Lease if area not owned by the dealer
- Land Use/Zoning form
- No mileage restriction from primary location, but must offer a warranty facility within 50 miles.
Sales Promotion
Minimum Notice Accepted ~ 48 Hours

Attended Sales Promotion:
1. Notify BMV of the proposed dates and locations of display.
2. Fees: $ 50 for 7 days or less promotion.
   $100 for an 8-60 day promotion.
   $150 for more than 60 days, but less than 90 days promotion.
3. May be used in multiple locations.
4. Equipment and Trailer dealers are exempt from obtaining this permit unless they are displaying a motor vehicle or the display is more than 90 continuous days.

Unattended Sales Promotion:
1. BMV must receive a written contract with the name of the sponsor and dealership.
2. Fees: $ 50 for 7 days or less promotion.
   $100 for an 8-60 day promotion.
   $150 for more than a 60 day promotion.
3. Equipment and Trailer dealers are exempt from obtaining this permit unless they are displaying a motor vehicle or the display is more than 90 continuous days.
Sales Promotion

Minimum Notice Accepted~ 48 Hours

Attended and Unattended Sales Promotions require:

- A completed MVD-379 Zoning Form from the town the promotion is occurring;
- A signed contract agreement with property owner.
Charitable Events

Charitable event permits will be EXEMPT from fees for Attended and Unattended Sales Promotions.

Organization and/or Sponsor information must be provided!
The sponsor’s name, location, and date(s) of the event being held.

Minimum Notice Accepted ~ 48 Hours
Dealer License Renewals

Mediation/Arbitration Fees:
Dealers **must** collect arbitration $1 fee for every motor vehicle sold to a **retail** customer, including **new** and **used** vehicles. These fees **must** be paid for the 12 month period of the issued dealer’s license.

Dealers **must** list the fee on the sales agreement separately.

Exceptions:
Mobile homes and commercial vehicles with a G.V.W. of 8,500 lbs. or more.

**Remember:** Notify the Dealer Section of any changes!
Keep Accurate Records

• Make copies of *ALL your* paperwork.
• Dealers must maintain a temporary plate log. The log must include voided plates!
• Keep white/pink copies of the NOS (Notice of Sales) organized and available.
• Dealership records *must* be kept for 5 years.

*Remember: Keep a temporary plate log!*
When *not* to sell vehicles

A licensed car dealer *may not* be open for business on the following days:

- Christmas
- Easter
- Sundays
- Thanksgiving

Exemption from the Blue Law: Camping Trailers and new Motor Homes. Title 17 Section 3203 & 3203A.
THE USED CAR INFORMATION ACT

10 MRSA §1474 THRU §1477
What does the Used Car Information Act do?

- Sets minimum warranties on used cars
- Sets disclosure standards on used cars
The Used Car Information Act applies to:

- *USED* automobiles

- *USED* trucks under 10,000 lbs.
The Used Car Information Act does not apply to:

- New vehicles
- Trucks over 10,000 lbs.
- Motorcycles
Who is affected by the Used Car Information Act?

- All Dealers, whether licensed or unlicensed
- Dealers licensed in another state, doing business in Maine
- Finance Companies and banks who resell their own repossessed vehicles to the public
The Only Exception to the Used Car Information Act

- Vehicles sold for a purpose other than transportation
  - A Parts Vehicle
  - A Junk Vehicle
- Evidence outside of the contract that contradicts this will be admissible
Used Vehicle Buyer’s Guide

- A combination of Disclosure and Warranty statement
- Originally two forms, then the Secretary of State went to the FTC and combined them
- The most important document the dealer has for protection
This form cannot be obtained through The Bureau of Motor Vehicles.
The Disclosure Statement

USED VEHICLE BUYER’S GUIDE

IMPORTANT: Spoken promises are difficult to enforce. Ask the dealer to put all promises in writing. Keep this form.

VEHICLE MAKE ___________________________ MODEL ___________________________ YEAR _____________ VIN NUMBER _____________

DEALER STOCK NUMBER (Optional)

PRIOR USE: □ PERSONAL; □ OTHER: ___________________________
HOW ACQUIRED: □ TRADE-IN; □ OTHER: ___________________________
MECHANICAL DEFECTS IF ANY KNOWN: ___________________________
PRIOR SUBSTANTIAL DAMAGE TO BODY OR ENGINE IF ANY KNOWN: ___________________________

IMPORTANT: THESE ARE THE ONLY PROBLEMS KNOWN TO THE DEALER. ASK IF YOU MAY GET AN INDEPENDENT INSPECTION BEFORE PURCHASE.
Disclosure

- The dealer is required to have an incoming disclosure
  * Must be signed by the seller
  * Does not have to be on the UCBG
Incoming Disclosure Exception

• Vehicle purchased by dealer at *out-of-state Dealer-Only* auction…

• Must state the it was purchased at “OUT-OF-STATE AUCTION”
  AND
  the VEHICLE HISTORY is UNKNOWN
What must be disclosed?

• The prior use of the vehicle
  – Daily Rental
  – Taxi
  – Police Car
How was the vehicle acquired?

- Dealer Auction…Out of State
- Dealer Auction…In State
- Dealer Sale
- Trade-in
- Repossession
Mechanical Defects that must be disclosed

• Major Mechanical defects
  – Engine
  – Transmission, etc.
Odometer Replaced

• Replaced or Repaired
  – Must be set to zero
  – Or set to the actual mileage of the vehicle

• If set to zero, Contact Office of Investigation:
  – Must obtain a sticker to be put on the forward doorpost, driver’s side

• Cannot be a junkyard odometer with mileage on it...
Odometer Replaced

• Disclose the replaced odometer on the UCBG as a mechanical defect
• The title will be branded as odometer change if it is set to zero,
• “NOT ACTUAL MILEAGE”
Disclosure of Prior Damage

- Fire
- Water
- Vandalism
- Collision
  - When the cost to repair is $3000 or more AT RETAIL
Repossessed Vehicle

• Is exempt from disclosure unless the dealer should be expected to know of damage
What if the title is branded?

• The brand must be disclosed
  – Repaired
  – Rebuilt
  – Rebuilt Salvage
  – Odometer Replaced
Buying, Selling and Repairing Salvage Vehicles

• The Used Car Buyers Guide must state “SALVAGE VEHICLE”

• *Failure to do so is a Class D Crime*
The Warranty Statement

☐ WARRANTY OF INSPECTABILITY
STATE LAW REQUIRES THAT THIS VEHICLE MEETS STATE INSPECTION STANDARDS AND HAS A VALID INSPECTION STICKER ISSUED WITHIN 30 DAYS OF THE SALE OF THIS VEHICLE.

☐ NO EXPRESS WARRANTY EXCEPT THAT VEHICLE MEETS STATE INSPECTION STANDARDS
YOU WILL PAY ALL COSTS FOR ANY REPAIRS NOT RELATED TO MEETING STATE INSPECTION STANDARDS. REGARDLESS OF ANY ORAL STATEMENTS ABOUT THE VEHICLE, THE DEALER ACCEPTS NO RESPONSIBILITY FOR REPAIRS EXCEPT THOSE NEEDED TO PASS STATE INSPECTION.

☐ DEALER EXPRESS WARRANTY
☐ FULL LIMITED WARRANTY: The dealer will pay _____ % of the labor and _____ % of the parts for the covered systems that fail during the warranty period. Ask the dealer for a copy of the warranty document for a full explanation of warranty coverage, exclusions, and the dealer’s repair obligations. Under Maine law, “implied warranties” may give you even more rights and cannot be limited by the dealer while this express warranty is still in effect. For each repair the buyer will pay a deductible of ___.

SYSTEMS COVERED: DURATION:

☐ SERVICE CONTRACT. A service contract is available at an extra charge on this vehicle. Ask for details as to coverage, deductible, price, and exclusions. If you buy a service contract within 90 days of the time of sale, Maine “implied warranties” cannot be limited by the dealer and may give you additional rights.

☐ IMPLANTED WARRANTIES
☐ YES ☐ NO ☐ LIMITED TO DURATION OF EXPRESS WARRANTY
Maine’s implied warranty law may give you additional rights. If the vehicle is still within its useful life and has not been abused, you may have the right to have the dealer repair defects in materials or workmanship that were not apparent when you bought the vehicle. Or you may be able to return the car if the dealer promised you it was fit for a particular use and it was not.

IMPORTANT INFORMATION
☒ PRIOR OWNERS NAME AND ADDRESS IS AVAILABLE FROM THE DEALER UPON REQUEST
☒ SEE THE BACK OF THIS FORM FOR ADDITIONAL INFORMATION, INCLUDING A LIST OF SOME MAJOR DEFECTS THAT MAY OCCUR IN USED MOTOR VEHICLES
Safety Inspection

- Warranty that the vehicle will meet inspection standards at the time of sale

- Inspection sticker can not be more than 60 days old at time of sale!
Warranty

• The **Minimum** is the Safety Inspection

• This cannot be waived by either party
Warranty of Inspection

• This is NOT a 30 Day/1000 Mile Warranty

• It DOES mean that the vehicle
  – Legitimately passed inspection
  – Meets Inspection Standards on the date of sale
No Express Warranty

• This block is checked when the only warranty given is the Inspection Warranty
Dealer Express Warranty

- **Full**
  - This is the factory warranty

- **Limited**
  - Labor and parts percentage must be entered
  - Deductible must be entered
Systems Covered

• This must be specific
  – Motor
  – Transmission
  – Rear end, etc.

• DO NOT USE “DRIVE TRAIN”, “POWER TRAIN” etc.
Duration

- Duration of the warranty
- In miles
- In time
Implied Warranty

• Applies to vehicles that are
  – less than 4 years old
  – still within the normal useful life, in mileage
  – “Warranty of Merchantability”
Implied Warranty

• Used vehicles are the only consumer good sold in Maine that the seller is not required to sell with an implied warranty.
Implied Warranty

- Must be given if an express warranty is given, but it can be limited to the duration of the express warranty.
Service Contract

• If the dealer sells a Service Contract
  – check the Service Contract block
  – Check “Yes” or “Limited to the
    Duration of the Express Warranty”
An Important Point

• The name and address of the prior owner must be given if requested

  – This does not violate any privacy laws
Below is a list of some major defects that may occur in used motor vehicles.

- Brake System
  - Faulty brake fluid reservoir (DOT code not recorded)
  - Pedals not working properly (DOT code not recorded)
  - Faulty wheel bearings (DOT code not recorded)
  - Pedals not working properly (DOT code not recorded)

- Engine
  - Lube oil leak or missing
  - Engine oil leak or missing

- Fuel System
  - Fumes from fuel system (DOT code not recorded)
  - Fuel system not working properly (DOT code not recorded)

- Transmission & Drive Shaft
  - Transmission fluid leak or missing (DOT code not recorded)
  - Drive shaft not working properly (DOT code not recorded)

- Electrical System
  - Electrical system not working properly (DOT code not recorded)
  - Electrical system not working properly (DOT code not recorded)

- Exterior & Body
  - Exterior paint missing (DOT code not recorded)
  - Exterior paint missing (DOT code not recorded)

- Vehicle Return to Manufacturer
  - Vehicle has been returned to the manufacturer for non-conformity with express warranties. These non-conformities were:

Notice of Breach of Warranty:
If a dealer fails to perform his obligations under the warranty, the purchaser shall give the dealer written notice of such failure before the purchaser makes a claim for a refund in accordance with 10 M.R.S.A. § 1471. This notice must be sent by registered or certified mail to the dealer’s last known business address.

Dealer: __________________________
Address: __________________________

If you have a complaint about this vehicle, contact the following representative of the dealer:

Name: __________________________
Phone: __________________________

IMPORTANT: The information on this form is part of any contract to buy this vehicle. Purchase of this vehicle without written change: a) purchase agreement or b) purpose of this form is to prevent the sale of a vehicle by an owner or lessee of a vehicle by an owner or lessee of a vehicle or a person who is not the owner or lessee of a vehicle or a person who is not the owner or lessee of a vehicle. This form must be completed by the owner or lessee of the vehicle or the person who is not the owner or lessee of the vehicle or the person who is not the owner or lessee of the vehicle.
Vehicle Returned to Manufacturer

- This vehicle was accepted into a Lemon Law Arbitration Program
- Was purchased back by the manufacturer

AND
Notice of Breach of Warranty

• The buyer must be told where to send notice of breach of warranty
Signature!!

• If it isn’t signed

it didn’t happen!!
Notice of Sale
MVD-15

Odometer Repaired at 56,477 miles

Reason why no mileage change: Exceptional Auto

Note: Use Legal Business Name, not DBA's
Notice of Sale
MVD-15

• Must be completed when issuing a temporary registration to a customer

• MVD-15 **must** be legible!

• The white and/or pink copy (s) **must** be kept for five (5) years.

• The yellow copy is given to the buyer.

• Please do not cross out, white out, write over, strike over, erase etc.

*If an error occurs, please redo the form.*
Temporary Registration Plates

- Dealers **must** keep a written record of temporary plates, including all destroyed or voided plates.

- Please do not share your inventory with other dealers. These plates have been assigned solely to your dealership.

- Only the Dealer Division at BMV can authorize expiration extensions beyond the valid 14 days.

- Temporary Plates cost $1 each and can be obtained at any BMV Branch Office or the Stockroom.

- Temporary plates ordered by phone with a cc must be in increments of 25.

  - Please bring a copy of your Dealer License and Identification.
Record Keeping

• Signed copy of incoming disclosure
• Signed copy of Used Car Buyer’s Guide
  • Must be kept for five years
Can a Dealer sell an UNSAFE vehicle?

YES...BUT

• Must have an “Unsafe Motor Vehicle” sticker
  – This does not mean there is no inspection
  – The inspection was done and it failed
UNSAFE MOTOR VEHICLE

THIS CAR DOES NOT MEET MAINE’S INSPECTION LAWS AND IS UNSAFE TO DRIVE ON THE ROAD. THIS CAR WILL NEED TO BE REBUILT OR REPAIRED IN ORDER TO MEET MAINE’S INSPECTION LAWS AND BE SAFELY DRIVEN ON THE ROAD.

The following inspection report should be reviewed carefully before purchasing this vehicle:

<table>
<thead>
<tr>
<th>Make</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>Model</td>
<td>VIN</td>
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</table>

<table>
<thead>
<tr>
<th>Item</th>
<th>PASS</th>
<th>FAIL</th>
<th>COMMENT*</th>
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<tbody>
<tr>
<td>A. Body components;</td>
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<td></td>
<td></td>
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<tr>
<td>B. Brakes;</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>C. Exhaust system;</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>D. Glazing;</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>E. Horn</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>F. Lights and directional signals;</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>G. Rearview mirrors;</td>
<td></td>
<td></td>
<td></td>
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<tr>
<td>H. Reflectors;</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>I. Running gear;</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>J. Safety seat belts;</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>K. Steering mechanism;</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>L. Tires;</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>M. Windshield wipers.</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>N. Catalytic Convertor</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>O. Fuel filler neck restriction</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Inspection Mechanic</th>
<th>Mileage</th>
<th>Buyers Signature</th>
</tr>
</thead>
<tbody>
<tr>
<td>Inspection Station #</td>
<td>Date of Inspection</td>
<td>Date of Sale</td>
</tr>
</tbody>
</table>

*Voluntary comments by the inspecting mechanic

THIS VEHICLE MUST BE TOWED FROM THIS LOCATION

COPIES: WHITE-OWNER, CANARY-VEHICLE WINDOW, PINK-DEALER
Unsafe Vehicle

- MUST NOT be test driven
- MUST NOT be driven from the dealership
- MUST NOT be issued a 14 day plate
- MUST NOT have any inspection sticker
- MUST BE TOWED FROM THE LOT
CAUTION!

- The Unsafe Vehicle Form **MUST**
  - be completed by a licensed inspection mechanic
  - at a licensed inspection station, and
  - be a true inspection
When an “unsafe Motor Vehicle is sold...

- Complete the disclosure portion of the Buyer’s Guide
  - “Unsafe Vehicle” in the Mechanical Defects Section
- No Warranties
The Dealer must...

• Remove any prior inspection sticker
  AND

• Put his own inspection sticker on

• before displaying the vehicle for sale
Possible Sanctions against Dealers

• Court Action
• Civil Penalties
• Private lawsuits
• Unfair Trade Practice Act

any of which can result in revocation of dealer license
Any Questions on the UCBG?
Use of Dealer Plates

• Directly connected with the business of
  – Buying
  – Testing
  – Servicing
  – Exchanging

                      Selling
                      Adjusting
                      Demonstrating
Use of Dealer Plates

New, Used Car or Motorcycle Dealer Plate

- These plates are issued to dealers to allow a customer to road test a vehicle.
- A business plate may be used by the owner or a sales representative, general manager, sales manager, or service manager who are employees on the dealers payroll full-time, but not in the dealer’s immediate family or members of that person’s household.
Use of Dealer Plates

**New, Used Car or Motorcycle Family Plate:**

- This is for the personal use of the dealer’s immediate family, provided the dealer is married or has children, (under 18), that have a valid driver’s license and reside full-time in the dealers residence.

- Must submit application identifying family members that will be using the family plate(s).

- Owners/Partners must hold at least 20% ownership in dealership.

- Only one (1) family plate is allowed per owner.

- Common law marriages do not apply.
Use of Dealer Plates

New, Used Car or Motorcycle Family Plate:

✓ Vehicle must be in the dealer’s active inventory.

✓ CAN NOT be used for employment purposes i.e., mail carrier, Mary Kay, Real Estate Agent.

✓ Must have a dealer license for one (1) year to qualify.

✓ May not be used on a Motor Home.
Use of Dealer Plates

New, Used Car Service Plate:

1. These plates **can not** be used by a customer.
2. Its purpose is for the servicing and/or picking up parts.
3. A vehicle to which the service plate is attached, must have the name of the licensed dealership on the vehicle’s side in letters at least 3 inches in height.
4. The use of this plate **can not** exceed 24,000 lbs.
Use of Dealer Plates

**Equipment Dealer Plate:**

• This plate is for the purpose of demonstrating/delivering equipment to customers.

• This plate can not be used on company vehicles.

• This plate can not be used on equipment that is being rented or leased.

• If you are renting or leasing equipment, you must register these as special mobile equipment or special equipment.
Use of Dealer Plates

Equipment Service Plate:

• Truck *use* only.

• This plate is for the servicing of equipment and/or picking up parts. This *can not* be used by a customer.

• A vehicle to which the service plate is attached, must have the name of the licensed dealership on the vehicle’s side in letters at least 3 inches in height.

• The use of this plate can exceed 24,000 lbs.
Use of Dealer Plates

Loaner Plate:

To be used by a customer for a period of 7 days while their vehicle is being repaired.

If the repairs are going to take more than 7 days you must contact this office for an extension of this plate, which **can not** exceed 30 days.

A loaner plate log **must** be maintained by the dealership listing name, address, make, model, VIN, plate number, the customer’s vehicle make, model, VIN, and the effective date of the loaner assignment.

Please remember that the customers registration and any other credentials for the customers vehicle must be carried in the loaner vehicle.

This plate **can not** be used by the dealer or its employees.

A customer **can not** be charged a fee for the use of a vehicle with a loaner plate.

If a fee is charged then you **must** register the vehicles as short-term rental vehicles.
Use of Dealer Plates

Transporter Plate:

This plate is for repair facilities, body shops, banks, credit unions or other financial institutions, motor vehicle auction business, public or non-profit organizations.

This plate **cannot** be used by a customer or for demonstration purposes.

It is merely to get a vehicle from point A to point B.
Use of Dealer Plates

**Light Trailer and Heavy Trailer Plate:**

This plate allows the movement of trailers from one point to another, i.e. from the manufacturer, auction site or place of purchase to your facility.

A trailer **can not** carry a load on a dealer plate.

A trailer dealer can obtain a permit to demonstrate with their dealer plate up to 10,000 lbs.
Light Wrecker and Heavy Wrecker:

* These plates allow a dealer to transport a vehicle belonging to his dealership from point A to point B that may be deemed unsafe or wrecked or perhaps purchased at auction.

* These plates **can not** be used for roadside assistance or for “in rotation” calls for police departments.

* A wrecker by design is equipped with a hoist apparatus or special equipment designed and used for towing or carrying one wrecked or disabled vehicle.

* The light wrecker plate **can not** exceed 26,000 lbs.

* The heavy wrecker plate **can not** exceed 80,000 lbs.
Experiment Plates

Experiment:

Motor Vehicle Inventor must register an application with the Secretary of State as an Inventor.

Submit pictures of the experimental vehicle in development.

Submit a copy of the insurance policy.

Once approved, up to 2 plates will be issued to the inventor for an annual fee of $20 for each plate issued.

The plates may be used on multiple vehicles, similar to dealer plates.

This plate is stamped EXPERIMENT and looks like a dealer plate.
A request for a Permit to Demonstrate must be submitted with the complete VIN of the vehicle being demonstrated.

Given only for seven (7) days and

Cannot be used on leased or rented vehicles.

This permit is only valid when a BMV official signs it.

Processing fee: $1.00

Cannot be issued more than once to the person or business per vehicle.

An issued permit allows the truck to show it can carry a load of goods.
10K Laden Permit

- Maine dealers licensed as a new car, used car, or equipment, and a heavy trailer dealer can purchase a 10K permit to operate a laden vehicle over 10,000 pounds.
- The load must consist of only one (1) automobile, truck or truck tractor or multiple trailers or equipment that a dealer is licensed to sell.
- $200 fee valid for 90 Days.
Reduce or Increase Dealer Plates

Reduction of Dealer Plates:

- A dealership **must** sell 12 vehicles in a 12 month period, if not, there will be a reduction of their dealer plates to; two (2) plates. The reduction includes family and service plates; for which the family plate would be **required** to be surrendered.

Increase of Dealer Plates:

- Additional dealer business plates may be obtained once the Dealer Section at BMV verifies the total sales for a time period to calculate the number of business plates that a dealership may have.
Loss of Dealer Plates
MVD-374 & MVD-375

Please complete one of the following forms if a dealer plate becomes lost, mutilated, or destroyed and include $5 per plate and $0.50 per validation sticker.

If lost or stolen, you must notify local law enforcement.
Thank you for your attention

from

The Office of Investigations