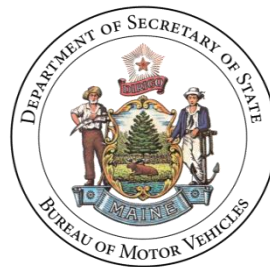


Welcome to the  
Bureau of Motor Vehicles  
**TRUCK / PERMIT  
TRAINING**



# MUNICIPAL STAFF

**Our Limited New, New and Truck training sessions are held regularly for Municipalities and staff. We encourage staff to attend a refresher class at least every 5 years because laws and procedures do change frequently. Staying current with Bureau of Motor Vehicle laws, policies and procedures will ensure a more positive experience with the patrons of your municipality.**

**Whenever you have questions, please feel free to contact us at:**

**Phone:(207)624-9000 Ext. 52163**

**Fax #: (207)624-9037**

**E-mail: [Municipal.BMV@maine.gov](mailto:Municipal.BMV@maine.gov)**



**Tina Gowell  
Municipal Coordinator**



**Wendy King  
Municipal Coordinator**



**Chuck Hadyniak  
Municipal Coordinator**



**Trisha Leathers  
Municipal Coordinator**

The Truck Level Workbook is a tool to assist the Truck Agent with processing registrations. The information in this workbook has been taken from the Bureau of Motor Vehicles Procedures Manual, located in its entirety, on the Municipal & Agent Services website.

## OUR NEW WEB SITE!

<http://www.maine.gov/sos/bmv/municipal/index.html>

Print out fillable forms & applications.

Email us feedback. What would YOU like to see added to the site?

Get information about registration plates/fees/Rapid Renewal, etc.

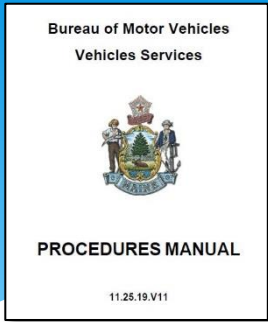
Download training manuals/materials.

View training videos.

Download training class schedule/sign-up sheets.

The screenshot shows the website for the Bureau of Motor Vehicles, State of Maine, specifically the Municipal & Agent Services section. The page includes a navigation menu with options like 'Home', 'Corporations, Elections & Commissions', 'Motor Vehicles', 'State Archives', and 'Online Services'. A 'General Information' sidebar lists various services and links. The main content area features a 'MEET THE TEAM' section with photos and names of staff members: Tina Gowell, Wendy King, Chuck Hadyniak, and Trisha Leathers. Below this is contact information for the Municipal & Agent Services Section. The 'Municipal Agent Information' section provides a welcome message and details about training programs. Red circles highlight the 'Forms & Applications' link in the sidebar, the contact email 'municipal.bmv@maine.gov', and two images: a 'STAFF TRAINING' sign and a 'Training Schedule' calendar.





# USE OF A REGISTRATION PROCEDURES MANUAL



**STATE OF MAINE  
BUREAU OF MOTOR VEHICLES  
PLATE CHART**

Agriculture Commercial AC	Agriculture Farm AF	Agriculture Specialty AS	Antique Auto AA
Antique Motorcycle MA	Apprenticed AP	Autosports AU	Barbara Bush Chairman's Memorial BS
Black Bears Specialty BB	East Coast Specialty EC	Buses BU	Combination CM
Commercial CD	Commercial Transfer CT	Conservation Commercial CC	Construction C
Construction Disability CD	Construction Motor Sign CS	Conservation Trailer CL	County Sheriff CS
Custom Vehicle CV	Disability DD	Disability Motor Home MH	Disability Motorcycle MP

**DISABLED VETERAN PLATES  
100% SERVICE CONNECTED**

**REFERENCE:**  
Title 29-A, Section 523, subsection 2, Disabled Veterans; Special Free License Plates  
<http://www.mainelegislature.org/legis/statutes/29-A/title29-Asec523.html>

**DEFINITION:**  
The Secretary of State, on application and evidence of payment of the excise tax required by Title 36, Section 1482, shall issue a registration certificate and a set of special designating plates to any 100% disabled veteran when that application is accompanied by certification from the Veterans Administration as to the veteran's disability and receipt of 100% service connected benefits. The special registration plate for Disabled Veterans may be used for only one motor vehicle with a registered weight of up to 26,000 lbs. r.v.w.

**SPECIAL REQUIREMENTS:**  
The veteran must be permanently disabled, receiving 100% compensation and must file or have on file in the BMV Main Office a letter from the Veterans Administration stating that they are permanently disabled receiving 100% service connected benefits.

These veterans must pay excise tax but are exempt from registration and title fees. All other registration fees must be paid, such as vanity plate fees and specialty plate fees.

**VEHICLE STYLE CODES**  
The following style codes are to be used for automobiles, motorcycles, special equipment, special mobile equipment and trailers.

Style Code	Body Type
2D	2 Door Sedan/Coupe
3D	3 Door Sedan
4D	4 Door Sedan
2W	2 Wheel Motorcycle
3W	3 Wheel or Tricycle
SW	5 Wheel Travel Trailer
AC	Auto Carrier
AD	Aircraft Distributor
AE	Aerial Platform
AI	Air Compressor
AM	Amulance
AR	Armored Truck
BA	Bulk Agriculture
BC	Brush Chipper
BD	Bus/Trailer
BG	Buggy, Concrete
BH	Backhoe/Loader
BK	Backhoe
BR	Recreational Truck
BT	Boat Trailer
BU	Bus
BZ	Blowzard
CB	Crane and Cab (Utility Truck)
CE	Unpublished Construction Equip.
CH	Converter gear Trailer
CI	Coach
CJ	Com Packer
CK	Cotton Picker
CM	Concrete or Transit Mixer
CO	Self-propelled combine
CP	Crane
CS	Culvert Steamer
CT	Campers or Travel Trailer
CV	Convertible
CZ	Cotton Stripper

This Procedures Manual should be kept close at hand and referred to whenever questions about registrations come up.

Please do not hesitate to contact BMV with your questions.



**(207) 624-9000 x-52163**



**(207) 624-9037**



**municipal.bmv@maine.gov**



# TRUCK LEVEL AUTHORITY



- New and re-registrations up to 100,000 lbs.
- Dealer and Private Sales with Sales Tax and Title
- Transfers (New Reg. & Re-Reg.) up to 100,000 lbs.
- Excise Tax Reimbursement Program for vehicles registered for more than 26,000 lbs.
- Boosters- Commercial Trucks & Truck Tractors/Farm Trucks (MV-534A)
- Special Registration Permits (MVR-10)
- Transit plates with or without Permit to Move to an Inspection Station (MVE-95). **MUNICIPAL AGENT'S MAY ISSUE THIS PERMIT ONLY IN CONJUNCTION WITH THE ISSUANCE OF A TRANSIT PLATE.**



New American Printing (207) 773-7667

No: 122458

STATE OF MAINE  
SHORT TERM GROSS WEIGHT PERMIT

PLATE NUMBER

YEAR: MAKE: MODEL: STYLE: AXLES:  
VEHICLE IDENTIFICATION NUMBER:  
GROSS WEIGHT INCREASED FROM: LBS. TO: LBS.  
EFFECTIVE: EXPIRES:

[ ] COPY A

To the Secretary of State: I hereby certify that the above statements are true.

DATED: TIME: FEE:

ISSUING OFFICIAL: (OWNER'S SIGNATURE)

MV-534A REV. 5/02

# AUTHORIZATION


- **Municipal Agents who have processed at the New Level for a minimum of six months and have completed this training may become authorized to register trucks over 26,000 lbs.**
- **Whenever possible, as an agent at Truck level, we encourage you to offer all services that you are authorized to process for applicants from neighboring communities.**

**Note: Those applicants must pay their excise tax in their own municipality first.**



# APPOINTMENT OR CHANGE OF TAX COLLECTOR / AGENT

- The BMV must be notified, whenever there is a change in the Tax Collector and/or Municipal Agent.
- When there is a change of Agent, an internal inventory audit must be done by the outgoing and incoming agent.
- Fax completed form and inventory audit to Municipal & Agents Services at 207-624-9037.


 Department of the Secretary of State  
 Bureau of Motor Vehicles  
 Municipal Agent Services

Patsy A. Morrissette  
*Deputy Secretary of State*  
  
 Gary Hinckley  
*Director of Vehicle Services*

**MUNICIPAL BMV AGENT APPOINTMENT LETTER**

The Municipality of Litchfield wishes to appoint CINDY BEAR (Enter name of new agent) (DOB) \_\_\_\_\_  
 as the Agent  or Agent & Tax Collector  (Please check one)  
 in the New Registration Level program as a Motor Vehicle Municipal Agent.  
 The current agent, CINDY BEAR will be ending that position on \_\_\_\_\_  
 and the new agent will begin on \_\_\_\_\_.

New Agent E-mail Address: \_\_\_\_\_  
 Has the New Agent completed training classes in the New Registration Level Program? YES  NO

Interim contact name, if any: \_\_\_\_\_

Please verify the following information. If incorrect, please draw a line through the incorrect information and provide us with the correct information. Please provide missing or omitted information in the space(s) provided.

Municipality Mailing Address <b>102 YELLOWSTONE PARKWAY          YELLOWSTONE, ME 04000</b>	Municipality Physical Address <b>102 YELLOWSTONE PARKWAY          YELLOWSTONE, ME 04000</b>
Municipality Inventory Shipping Address <b>102 YELLOWSTONE PARKWAY          YELLOWSTONE, ME 04000</b>	Municipality Hours of Operation <b>M 8:30-7; T,W,TH 8:30-6</b>
Municipality Telephone# <b>207-804-4237</b>	Municipality Fax# <b>207-804-4236</b>
Municipality Email Address _____	

(Please Print)  
 In order to be authorized as the Motor Vehicle Municipal Agent, we understand that under Title 29-A, this individual must be the municipal tax collector, or designated to collect excise taxes on vehicles for our municipality and must successfully complete the training program provided by the Bureau of Motor Vehicles.

New Municipal Agent \_\_\_\_\_ Date \_\_\_\_\_  
 (Signature required)  
 Municipal Official \_\_\_\_\_ Date \_\_\_\_\_  
 (Signature required)  
 Municipal Official \_\_\_\_\_ Date \_\_\_\_\_  
 (Signature required)

101 Hospital Street, 29 State House Station, Augusta, ME 04033-0020  
 Phone (207) 624-9000 Ext. 52143 Fax (207) 624-8300 TTY Users call Maine relay 711 Email MUNICIPAL.BMV@MAINE.GOV

# MUNICIPAL FEES

\$6

- New Reg

+

\$1

- Additional fee for completing registration from another town

\$5

- Re-Reg

- These fees are retained by the municipality and are indicated on the registration. **Do not** include the agent fee in the Cash Report.

\$3

- Transfer

- Maine Revenue Service designates which towns will handle registrations for residents of specific unorganized territories. Please call a Municipal Coordinator for more info.

\$1

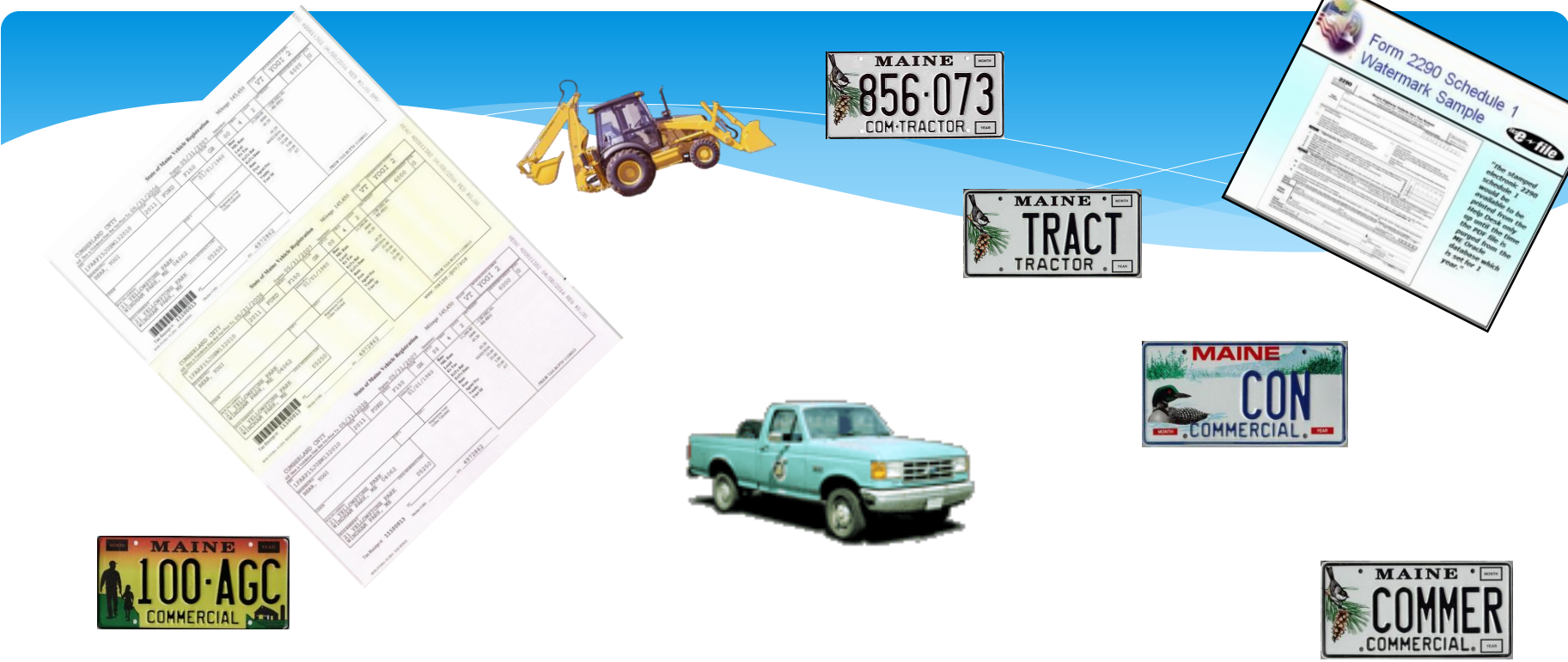
- Duplicates      Transit Plates
- Boosters        Special Reg Permits
- Specialty Plate Switches



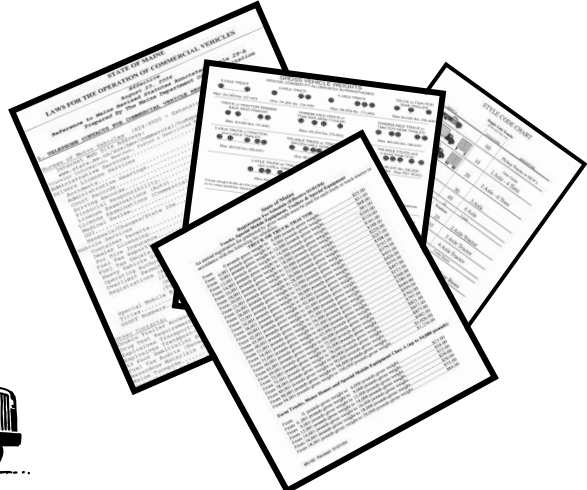
# BUREAU OF MOTOR VEHICLES BRANCH OFFICES



- ★ Augusta
- ★ Bangor
- ★ Calais
- ★ Caribou
- ★ Ellsworth
- ★ Kennebunk
- ★ Lewiston
- ★ Rumford
- ★ Portland
- ★ Rockland
- ★ Scarborough
- ★ Springvale
- ★ Topsham



# FIRST TIME REGISTRATION OF TRUCKS



# INSURANCE REQUIREMENTS

- Insurance **MUST** be shown prior to a registration being processed.
  - Verify Coverage Dates
  - Verify Year, Make, Model, Vin #
  - Insurance card may be in a name other than the registrant's, provided there is no transfer of ownership.
  - If required to file an SR-22 (Proof of Financial Responsibility) **collect excise tax only** and send customer to a BMV branch office.
  - Call a Municipal Coordinator if unsure.

## Exception:

**Customer displays an SR-22 Authorization Letter from the BMV Branch Office. The form must identify the specific vehicle being registered and must be collected once processed. Customer has 30 days to process once issued.**

**\*Proof of insurance can be shown electronically**



Department of the Secretary of State  
Bureau of Motor Vehicles

Matthew Dunlap  
Secretary of State

Patty A. Morneau  
Deputy Secretary of State

Jennifer Pease  
Director of Public Services

3/28/2019

This letter authorizes the municipality of **Yourtown** to process this particular registration for plate number **000JIV** under the name of **Yogi Baez** who is required to file an SR-22 certificate of insurance with the Bureau of Motor Vehicles. This insurance filing has been verified by the motor vehicle branch office in **Augsbush**.

A copy of this letter is to be retained in the municipality files and a copy must be sent along with the registration for verification of authorization to process.

If there are any questions please contact your Municipal Coordinator at 624-9000 X52163.

Sincerely,  
*Branch Official*

Customer Representative Associate II

# VEHICLE WEIGHTS

- **Gross Vehicle Weight Rating (G.V.W.R.) means the weight of the vehicle and load as determined by the final-stage manufacturer, as the rating appears on the vehicle.**
- **Gross Vehicle Weight (G.V.W.) means the ACTUAL total weight of the vehicle and load.**
- **Registered Vehicle Weight (R.V.W.) means the gross vehicle weight specified on the vehicle's registration certificate.**
- **Only use the amount the registrant tells you.**
- **If the weight falls within a range, charge the fee for the highest weight.**

# LAWS FOR THE OPERATION OF COMMERCIAL VEHICLES

- Available in the Stockroom at BMV.
- A valuable reference to assist you and your customers.
- Rules are the responsibility of the trucker, **NOT YOU!**
- Registrations are based upon the number of axles and weight.
- **Special Commodity Allowances – Title 29A Sec. 2357. There is a “roadside” allowance of 10% on the gross weight allowed for certain commodities being carried. This is NOT part of the registered weight. If a vehicle is carrying one of these commodities at the time they are weighed, they will be allowed 10% more than the maximum allowable weight for that vehicle configuration.**
- No allowances over 100,000 lbs.
- Included is the Gross Vehicle Weight Chart.

# LAWS FOR THE OPERATION OF COMMERCIAL VEHICLES

STATE OF MAINE  
COMMERCIAL VEHICLE LAWS & REGULATIONS

Effective June 6, 2012  
Reference to Maine Revised Statutes Annotated, Title 29-A  
Prepared By The Bureau of Motor Vehicles,  
Office of Motor Carrier Services  
With the Advice and Consent of  
Maine Department of Transportation and  
Maine Department of Public Safety

1. CONTACTS FOR COMMERCIAL VEHICLE INFORMATION, LAWS, and REGULATIONS

Traveler Information, Weather, Posted Speed Limits, and Closed Roads:  
Internet Web Site Address: [www.511maine.gov](http://www.511maine.gov)  
Telephone: 511

Bureau of Motor Vehicles (BMV):  
Internet Web Site Address: [www.maine.gov/sos/bmv/commercial](http://www.maine.gov/sos/bmv/commercial)  
Telephone: (207) 624-9000 + Extension

Administrative Services	Extension
Main Switchboard.....	52155
Driver License Services	
Accidents.....	52110
Administrative Hearings.....	52113
Court Records.....	52100
Driving Records.....	52116
Financial Responsibility.....	52108
License Examinations (Auto).....	52119
License Examinations (Commercial).....	52122
Medical Review.....	52124
OUI.....	52104
Renewals/Changes/State IDs.....	52114
Vehicle Services	
Container Permits.....	52134
Dealer Licensing.....	52143
For Hire Insurance.....	52131
Fuel Tax Reporting (IFTA).....	52136
Fuel Tax Decals.....	52137
Heavy Vehicle Use Tax.....	52151
Operating Authority/Unified Carrier Registration.....	52131
Overlimit Permits.....	52134
Registrations	
Auto.....	52149
IRP Commercial.....	52135
Non IRP Commercial.....	52151
Trailer.....	52151
Special Mobile Equipment.....	52151
Titles.....	52138
USDOT Numbers.....	52131

## Question #5

This question on the back of the white copy of the registration pertains to these laws.

PLEASE BE ACCURATE IN ENTERING CURRENT MILEAGE

147520

1. Is/are the registrant(s) registration or privilege to register now under suspension? Yes \_\_\_ No
2. Is/are the registrant(s) required to file an SR22 certificate of insurance with the Bureau of Motor Vehicles? Yes \_\_\_ No
3. Is this vehicle for: livery or hire \_\_\_ ambulance \_\_\_ school bus \_\_\_ bus \_\_\_ rental \_\_\_ limousine \_\_\_  
transportation of students to school under contract \_\_\_ If so, a JB form is required.
4. Tractor or truck: Is this vehicle for farm use only? Yes \_\_\_ No
5. Commercial vehicle: I acknowledge that I am familiar with Federal and State Motor Carrier Safety Regulations. Please Initial RT
6. This vehicle is eligible for 300 commercial tractor credit (GVW greater than 23,000 pounds; tractor-semitrailer configuration only) Yes \_\_\_ No \_\_\_

I hereby certify that I am the registrant of this vehicle and the information on this form is accurate.

Richard Herberts

Registrant's Signature

Richard Herberts

Printed Name

If under 18, parent/legal guardian signature required

### TO APPLICANT

Answer all the questions on this side of the form.

Take both copies to any Motor Vehicle Office or Mail fee to:

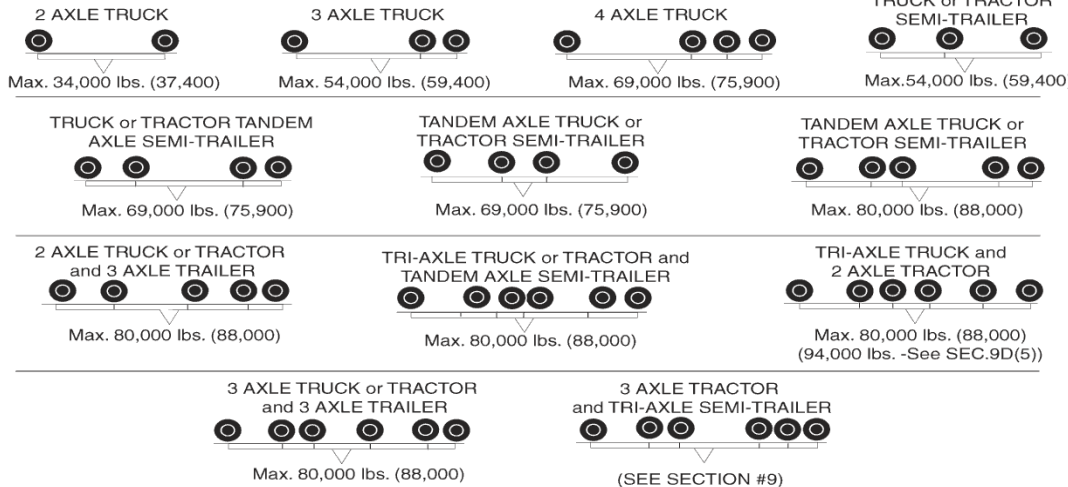
Secretary of State  
Registration Section  
29 State House Station  
Augusta, ME 04333-0029

Make check payable to:  
Secretary of State

Available through the Stockroom

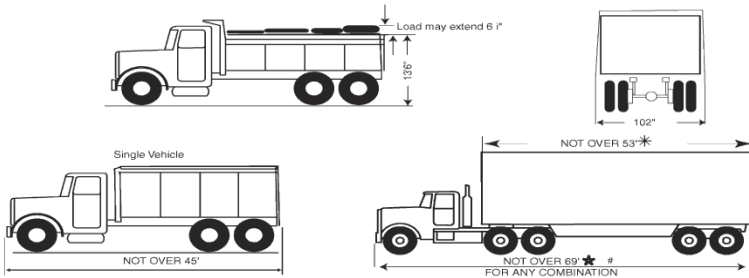
# GROSS VEHICLE WEIGHT CHART

## GROSS VEHICLE WEIGHTS (SPECIAL COMMODITY ALLOWANCES IN PARENTHESES)



Gross weight limits on the Interstate for all vehicles and commodities are controlled by Bridge Formula (Table 3.) However, in no case shall the maximum G.V.W. on the Interstate exceed the limits established in Table 1.

## GROSS VEHICLE DIMENSIONS



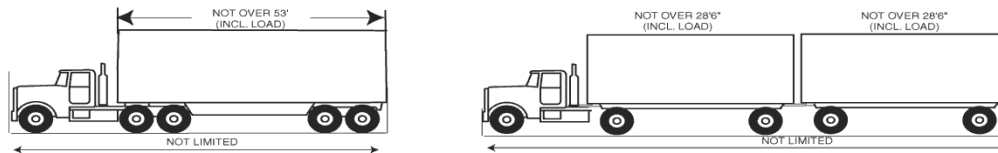
\* If >45 to 48 feet, then the distance between the center of the rear axle of the tractor and the center of the rear axle of the trailer must not exceed 38 feet

# Not over 74 feet if including a semitrailer > 48 feet long.

★ Tree length logs may extend 8 1/2 ft. beyond the vehicle provided the extension is not more than 25% of the log length. (NON-INTERSTATE)

## INTERSTATE EXTENDED VEHICLE LENGTHS

Applies also to certain designated Federal Aid Primary highways and permitted access to that system of highways.



**NOTE:**  
**Vehicle configuration**  
**Example:**  
**The number and**  
**position of axles**  
**determines how**  
**much the vehicle is**  
**allowed to weigh and**  
**be registered for.**

# GROSS WEIGHT CONFIGURATION

The maximum gross weight by configuration:

2 axles	= 34,000 lbs.
3 axle vehicle or combination of vehicles	= 54,000 lbs.
4 or more axle vehicle or 4 axle combination of vehicles	= 69,000 lbs.
5 or more axle combination of vehicles	= 80,000 lbs.
<b>*6 axles</b>	<b>= 100,000 lbs.</b>

**\*Only 3 axle truck tractors with a triaxle semi-trailer combinations are allowed this weight**



# FEE SCHEDULE (MV-60)

State of Maine  
Registration Fee Schedule (Effective 09/01/2008)  
Trucks, Special Mobile Equipment, Trailers and Special Equipment

An annual registration fee graduated by gross weight must be paid for each truck or truck-tractor in accordance with the following fee schedules.

From 0 pounds gross weight to 6,000 pounds gross weight .....	\$35.00
From 6,001 pounds gross weight to 10,000 pounds gross weight.....	\$37.00
From 10,001 pounds gross weight to 12,000 pounds gross weight.....	\$48.00
From 12,001 pounds gross weight to 14,000 pounds gross weight.....	\$81.00
From 14,001 pounds gross weight to 16,000 pounds gross weight.....	\$105.00
From 16,001 pounds gross weight to 18,000 pounds gross weight.....	\$130.00
From 18,001 pounds gross weight to 20,000 pounds gross weight.....	\$161.00
From 20,001 pounds gross weight to 23,000 pounds gross weight.....	\$188.00
From 23,001 pounds gross weight to 26,000 pounds gross weight.....	\$220.00
From 26,001 pounds gross weight to 28,000 pounds gross weight.....	\$267.00
From 28,001 pounds gross weight to 32,000 pounds gross weight.....	\$308.00
From 32,001 pounds gross weight to 34,000 pounds gross weight.....	\$342.00
From 34,001 pounds gross weight to 38,000 pounds gross weight.....	\$379.00
From 38,001 pounds gross weight to 40,000 pounds gross weight.....	\$403.00
From 40,001 pounds gross weight to 42,000 pounds gross weight.....	\$426.00
From 42,001 pounds gross weight to 45,000 pounds gross weight.....	\$450.00
From 45,001 pounds gross weight to 48,000 pounds gross weight.....	\$497.00
From 48,001 pounds gross weight to 51,000 pounds gross weight.....	\$533.00
From 51,001 pounds gross weight to 54,000 pounds gross weight.....	\$568.00
From 54,001 pounds gross weight to 55,000 pounds gross weight.....	\$580.00
From 55,001 pounds gross weight to 60,000 pounds gross weight.....	\$640.00
From 60,001 pounds gross weight to 65,000 pounds gross weight.....	\$699.00
From 65,001 pounds gross weight to 69,000 pounds gross weight.....	\$762.00
From 69,001 pounds gross weight to 72,000 pounds gross weight.....	\$797.00
From 72,001 pounds gross weight to 75,000 pounds gross weight.....	\$821.00
From 75,001 pounds gross weight to 78,000 pounds gross weight.....	\$857.00
From 78,001 pounds gross weight to 80,000 pounds gross weight.....	\$877.00
From 80,001 pounds gross weight to 90,000 pounds gross weight.....	\$982.00
From 90,001 pounds gross weight to 94,000 pounds gross weight.....	\$1,026.00
From 94,001 pounds gross weight to 100,000 pounds gross weight.....	\$1,234.00

**For Farm Trucks, Motor Homes and Special Mobile Equipment Class A (up to 54,000 pounds)**

From 0 pounds gross weight to 6,000 pounds gross weight .....	\$21.00
From 6,001 pounds gross weight to 10,000 pounds gross weight.....	\$27.00
From 10,001 pounds gross weight to 12,000 pounds gross weight.....	\$32.00
From 12,001 pounds gross weight to 14,000 pounds gross weight.....	\$39.00
From 14,001 pounds gross weight to 16,000 pounds gross weight.....	\$50.00
From 16,001 pounds gross weight to 18,000 pounds gross weight.....	\$72.00
From 18,001 pounds gross weight to 20,000 pounds gross weight.....	\$84.00

MV-60 Revised 09/01/08

- **Commercial Truck and Truck-Tractor rates are located in the first chart of fees.**
- ←
- **These weights range from zero to 100,000 lbs. gross vehicle weight (g.v.w. = loaded weight).**
- **The next fee schedule pertains to registering Farm Trucks, Motor Homes and Special Mobile Equipment, Class A (up to 54,000 lbs.)**
- ←
- **These weights range from zero to 69,000 lbs. gross vehicle weight (g.v.w. = loaded weight).**

# FEE SCHEDULE (MV-60)

From 20,001 pounds gross weight to 23,000 pounds gross weight.....	\$101.00
From 23,001 pounds gross weight to 26,000 pounds gross weight.....	\$119.00
From 26,001 pounds gross weight to 28,000 pounds gross weight.....	\$137.00
From 28,001 pounds gross weight to 32,000 pounds gross weight.....	\$166.00
From 32,001 pounds gross weight to 34,000 pounds gross weight.....	\$217.00
From 34,001 pounds gross weight to 38,000 pounds gross weight.....	\$265.00
From 38,001 pounds gross weight to 40,000 pounds gross weight.....	\$276.00
From 40,001 pounds gross weight to 42,000 pounds gross weight.....	\$288.00
From 42,001 pounds gross weight to 45,000 pounds gross weight.....	\$305.00
From 45,001 pounds gross weight to 48,000 pounds gross weight.....	\$322.00
From 48,001 pounds gross weight to 51,000 pounds gross weight.....	\$340.00
From 51,001 pounds gross weight to 54,000 pounds gross weight.....	\$357.00
From 54,001 pounds gross weight to 55,000 pounds gross weight.....	\$365.00
From 55,001 pounds gross weight to 60,000 pounds gross weight.....	\$394.00
From 60,001 pounds gross weight to 65,000 pounds gross weight.....	\$441.00
From 65,001 pounds gross weight to 69,000 pounds gross weight.....	\$469.00

## SPECIAL MOBILE EQUIPMENT, CLASS A

The fee to register special mobile equipment, Class A, is the farm truck rate up to 54,000 pounds. If the gross weight is in excess of 54,000 pounds, use the following schedule:

From 54,001 pounds gross weight to 60,000 pounds gross weight.....	\$387.00
From 60,001 pounds gross weight to 65,000 pounds gross weight.....	\$417.00
From 65,001 pounds gross weight to 70,000 pounds gross weight.....	\$447.00
From 70,001 pounds gross weight to 75,000 pounds gross weight.....	\$477.00
From 75,001 pounds gross weight to 80,000 pounds gross weight.....	\$507.00
From 80,001 pounds gross weight to 90,000 pounds gross weight.....	\$567.00
From 90,001 pounds gross weight to 94,000 pounds gross weight.....	\$592.00
From 94,001 pounds gross weight to 100,000 pounds gross weight.....	\$712.00

Class A, Special Mobile Equipment must be registered for its actual gross weight.

### Trailer/Semitrailer

Up to 2,000 pounds GVW.....	\$10.50
Over 2,000 pounds GVW.....	\$20.00

### Special Equipment

Up to 2,000 pounds.....	\$10.00
2,001 to 5,000 pounds.....	\$15.00
Over 5,000 pounds.....	\$20.00

- **Farm, Motor Home, and Special Mobile Equipment rates (continued)**

- **Special Mobile Equipment over 54,001**

- **Class A schedule pertains to special mobile equipment that weighs 54,001 to 100,000 lbs. gross vehicle weight.**

- **Trailer / Semi-trailer**















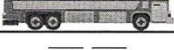

- **Special Equipment**

- **Trailers / Semi-trailers and Special Equipment have fees specific for those types.**

# STYLE CODE CHART

## STYLE CODE CHART

### Single Unit Trucks (Body style may vary)

VEHICLE	STYLE CODE	DESCRIPTION
	00	Pickup Trucks or SUV's
 	10	Other Trucks 2 Axle - 4 Tires
 	20	2 Axle - 6 Tires
	30	3 Axle
	40	4 Axle
	50	5 Axle
<b>Tractors</b>		
	25	2 Axle Tractor
	35	3 Axle Tractor
	45	4 Axle Tractor
	55	5 Axle Tractor
<b>Buses</b>		
	26	School Type Buses
	27	Other 2 Axle Buses
	37	3 Axle Buses
	47	All Other Buses

- Style Codes are determined from the Style Code Chart.
- Always use a numeric style code for commercial and farm vehicles **only**.
- The registration **must** have tires, axles, gross weight and fuel type.
- **MDOT** uses style code information for road use, repair, building, and maintenance.

# STYLE CODE

- Pick-up trucks registered with passenger plates up to 10,000 lbs. would use the style code **PK**.
- Pick-up trucks registered with commercial plates or farm plates would use commercial style codes.

CUMBERLAND COUNTY State of Maine Vehicle Registration

Eff Date is Validation Date But Not Prior To: 01/01/2021 Expires: 01/31/2022 Insurance: W/K

VIN	YEAR	MAKE	MODEL	COLOR	DISC	TIRES	AXLES	NET WEIGHT	REGISTERED WEIGHT	FUEL
8901VK333W9200488	1998	FORD	970L	WH	30	10	3		23,000	D

REGISTRATION NUMBER: CO 655-678

REGISTRANT(S): BROWN, JOSEPH A. DOB(A) ID #: 10/27/1970

LESSOR: UNIT #: DOT #: 135791

MAILING ADDRESS: P O BOX 15 YOURTOWN ME 04123

LEGAL RESIDENCE: 18 FRONT ST YOURTOWN ME 04444

Registration Void Unless Validated  
**VALIDATED REGISTRATION**  
 YOURTOWN 04444 01/20/2021  
 \$324.63  
 7654321

Base 32.908  
 Mfr Rate .0004  
 Local  
 Ex Tax 131.63  
 ExTx Bal 131.63  
 ExTx Date 01/20/2021  
 Fees 188.00  
 Agent Fee 5.00

User Id WSK E-Re-Reg.

Tax Receipt #: 7654321 Sticker # (M) (T) 20D6543253

www.maine.gov/sos

OR	STYLE	TIRES	AXLES
	30		

STYLE CODE CHART

Single Unit Trucks  
(Body style may vary)

VEHICLE	STYLE CODE	DESCRIPTION
	00	Pickup Trucks or SUV's
	10	Other Trucks 2 Axle - 4 Tires
	20	2 Axle - 6 Tires
	30	3 Axle
	40	4 Axle
	50	5 Axle
<b>Tractors</b>		
	25	2 Axle Tractor
	35	3 Axle Tractor
	45	4 Axle Tractor
	55	5 Axle Tractor
<b>Buses</b>		
	26	School Type Buses
	27	Other 2 Axle Buses
	37	3 Axle Buses
	47	All Other Buses



# USDOT NUMBER REQUIREMENTS

**USDOT numbers are not required for personal use, unless they are “IN COMMERCE”**

- A vehicle **MUST** display A USDOT number if:
  1. A vehicle has a gross vehicle weight rating (G.V.W.R.) or gross combination weight rating, or gross vehicle weight (G.V.W.) or gross combination weight of 10,001 lbs. or more, whichever is greater; **OR**
  2. Is designed or used to transport more than 8 passengers, including the driver, for compensation; **OR**
  3. Is designed or used to transport more than 15 passengers, including driver, and is **NOT USED** to transport passengers for compensation; **OR**
  4. Is transporting a “placardable amount” of Hazardous Materials.

## **EXCEPTION:**

- If the vehicle **ALWAYS** stays within the State of Maine, the requirement for a USDOT number starts at 26,001 lbs. r.v.w. All other provisions apply: Example, Passengers and Hazardous Materials, but only when “in commerce”.

# USDOT NUMBER REQUIREMENTS

- Farmers are **NOT** exempt from USDOT numbers.
- USDOT applications can be found at [www.maine.gov](http://www.maine.gov).
- Effective 09/30/16, all motor carriers will be required to use the FMCSA online processing for new and updated USDOT information.

State of Maine Vehicle Registration Mileage 201,653										CLASS	REGISTRATION NUMBER		
Eff Date is Validation Date But Not Prior To:		01/01/2021		Expires:		01/31/2021		Insurance:		CH		CO	1B-8987
VIN	YEAR	MAKE	MODEL	COLOR	STYLE	TIRES	AXLES	NET WEIGHT	REGISTERED WEIG				
8901VK333W9200488	1998	FORD	970L	WH	30	10	3		23,000				
REGISTRANT(S) ABC FLOWER SHOP, INC.			DOB(G)/ID# 010274435		Base		32,908		Sales Tax				
					Mil Rate		.004		Title				
					Ex Tax		131.63		CTA				
					Credit				Specialty Plate				
LESSOR			UNIT #		DOT #		1525636		Vanity				
MAILING ADDRESS			Registration Void		SAMPLE		00000		Prior Tax Receipt #				
PO BOX 15					DATE		01/03/2021						
YOURTOWN		ME	04123		Rate								
LEGAL RESIDENCE			LEGAL RESIDENCE CODE		Credit								
18 FRONT ST					Fees		188.00						
YOURTOWN		ME	35142		Agent Fee		5.00						
PT			DATE		User ID		CH		Reg Type				
Sticker # (M)			(Y)		22D435241				RE-REG				
												www.maine.gov/sos	

DOT #	1525636
MIL. Rate	
Agent Fee	
Local	
City Tax	

USDOT numbers can be 1 -13 digits long (usually 7 digits).

# EMPLOYEE IDENTIFICATION NUMBER (EIN #)

- If a business is incorporated or an LLC, the name on the registration **must** be EXACTLY the way it is filed with Corporations, and the Federal ID **must** be used, not the date of birth. This includes IRP registrations as well.

State of Maine Vehicle Registration Mileage 201,653

Eff Date is Validation Date But Not Prior To: 01/01/2021	Expires: 01/31/2021	Insurance: CH	CLASS CO	REGISTRATION NUMBER 1B-8987
VIN 8901VK333W9200488	YEAR 1998	MAKE FORD	MODEL 970L	COLOR WH
REGISTRANT(S) ABC FLOWER SHOP, INC.	DOB(0)/ID# 010274435	Base 32.908	Mil Rate .004	Ex Tax 131.63
LESSOR	UNIT #	DOT # 1525636	Credit	Credit #
MAILING ADDRESS PO BOX 15 YOURTOWN ME 04123	LEGAL RESIDENCE CODE	DATE 01/03/2021	Ex Tx Bal 131.63	Trans. Chg
LEGAL RESIDENCE 18 FRONT ST YOURTOWN ME 35142	PI	Sticker # (M) 22D435241	Ex Tx Date 01/03/2021	Rate
			Fees 188.00	Credit
			Agent Fee 5.00	Fees
			User ID CH	Reg Type RE-REG

www.maine.gov/sos

DOB(0)/ID#	010274435
DOT #	



# FLEET REGISTRATIONS

- A Fleet is five (5) or more vehicles with a common expiration date on all vehicles in the fleet.
- An IRP Fleet is one (1) or more vehicles.
- Each vehicle in the Fleet **must** be currently registered.
- Indicate FLEET VEHICLE on the registration.
- Any changes to an expiration date of a vehicle that will be added to a Fleet, can be accomplished at the time of the registration renewal.
- The excise tax and the registration fees are prorated. Determine the number of months the vehicle will be registered prior to the new expiration date.

FLEET VEHICLE	
Reg Type _____	<u>NROP</u>
<a href="http://www.maine.gov/sos">www.maine.gov/sos</a>	

# FLEET REGISTRATIONS

**NOTE:** To prorate the excise tax and registration fees, divide the fees and tax by twelve (12) and multiply by the number of months that take the registration to the common date.

## EXAMPLE: Prorate Registration Rate

The vehicle's registration expiration is Dec 31st and the Fleet's expiration is July 31st. Divide the registration rate of \$450.00 by 12 (the number of months in a year) = \$37.50.

Multiple \$37.50 by 7 (the number of months the vehicle will be used before reaching the common expiration date) = \$262.50

The registration fee due to place this vehicle into the fleet is \$262.50

**NOTE:** Excise Tax is calculated in the same manner as the registration fees paid.

# COMMERCIAL PLATES

There are a variety of Commercial Plates for your customer to choose.

**Note: Commercial plates do not always mean that the registrant is in business.**



\* Phasing out.

# COMMERCIAL

Class Code: CO



- If a motor vehicle exceeds 10,000 lbs. ext. it may be registered with a commercial plate or possibly an apportioned plate.

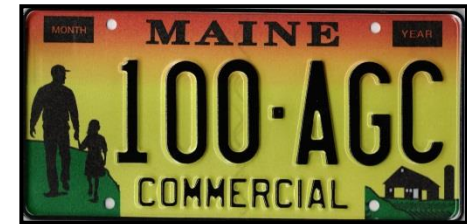
**Motor Vehicles hauling camper trailers are exempt from gross vehicle weight restrictions.**



# AGRICULTURE

- **\$20 first time fee and \$15 for renewals**
- **Registration fee based upon the vehicle r.v.w.  
Use MV-60 Truck fee (top portion)**
- **1<sup>st</sup> time issue BMV Branch Office or by mail  
to the BMV Main Office.**
- **Vanity plates available for an additional  
annual \$25 fee ~ six spaces, plus a space or  
dash.**
- **\$10 of the specialty plate fee will be credited  
to the Maine Agriculture in the Classroom  
Council.**
- **Cannot be issued when a truck is used in a  
tractor-trailer configuration.**
- **Question #5 must be initialed.**

**Class Code: AC**



**Class Code: AF**



**\* Phasing Out**

# CONSERVATION & LOBSTER

- May Not issue this plate on (TT) Truck Tractor or (AP) IRP Vehicles.
- Cannot be issued in a tractor-trailer configuration.
- First Issue \$20.
- Re-Registration \$15 in addition to annual registration fee which is based on R.V.W.
- Additional \$25 Fee for Vanity Plate up to (5) characters.
- Question #5 must be initialed.

Class Code: CC



Class Code: LC



\* Phasing out.





# TRUCK-TRACTOR

- The vehicle **must** display one commercial plate on the front and **must** meet \$40 credit requirements.
- May receive a \$40 credit towards the registration if:
  1. Registered at 23,001 lbs. r.v.w. or more;
  2. Solely used in a truck-tractor semitrailer configuration for the full year.
  3. Question #6 on the reverse side of white registration **must be answered YES.**
- Style Codes: 25, 35, 45, or 55.
- USDOT numbers may be required.
- Vanity Plate not allowed.

Class Code: TT



# TRACTOR-TRAILER-\$40 CREDIT

## Truck-Tractor Transfers: (800 series plates only)

- A transfer of an old tractor trailer plate going to a new registration, which is staying in that configuration for the entire registration period, **would be** eligible for the \$40.00 credit.
- If at registration time the vehicle was registered as a tractor-trailer, and at a later date the configuration was changed to a dump truck, the vehicle **would not** be eligible for the \$40.00 credit.
- The customer **must** check off **“YES”** to Question #6 on the reverse of the white registration form for this credit.



# INTERNATIONAL REGISTRATION PLAN (IRP)



**Class Code: AP**



REGISTRANT INFORMATION			
ACCOUNT #:	0022879	REGISTRATION:	VERNON NASH WHITMORE JR.
LEGAL NAME:	HIGHLAND ACRES EXPRESS	ADDRESS:	418 JACKSONTOWN RD.
DBA NAME:	HIGHLAND ACRES EXPRESS	ADDRESS:	MANSON, ME 04355
ADDRESS:	PO BOX 113		
	NORRIDGEWOCK ME 04957		

VEHICLE INFORMATION			
VEHICLE ID:	TESTVEH056311	PLATE:	055307
MAKE:	MACK	FUEL:	Gasoline
YEAR:	2007	USAGE:	Truck
		YEAR DECAL:	010794
		MONTH DECAL:	000653

JUR	WEIGHT	JUR	WEIGHT	JUR	WEIGHT	JUR	WEIGHT
MA	054000	ME	052007	NH	**	**	**
**	**	**	**	**	**	**	**
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VALID ONLY WITH OFFICIAL STATE SEAL  
ORIGINAL MUST BE CARRIED IN VEHICLE  
COPIES MAY BE MADE FOR OFFICE USE ONLY

29 State House Station, 101 Hospital Street, Augusta, ME 04333-0029  
(207) 624-9000 x2135  
(TDD) (207) 624-9180

- Carriers may participate in the IRP if leaving the State of Maine in commerce.
- IRP registrations are processed at the BMV Main Office only.
- Excise tax receipt is required by municipality prior to registration.
  - IRP accounts are considered fleets even if there is only 1 truck.
  - Excise tax must be prorated to match the fleet expiration.
- Towns do not collect Sales Tax, Title, or Heavy Vehicle Use Tax paperwork as these will be processed at the BMV Main Office along with the registration.**
- All IRP questions should be directed to the IRP Unit (207)624-9000 ext.52135.

# FARM & FISH TRUCK



**Class Codes:  
FM & CO**



- The Farm must be owned, operated, or occupied by the registrant to be registered as a Farm Truck.
- Transportation of firewood must be incidental to farm operation.
- USDOT # requirements are the same as other vehicles.
- Maximum registered weight 69,000 lbs.
- Limited inspection if:
  1. The vehicle is operated within a, 20 mile radius of the municipality that collected excise tax.
  2. Four Inch high, lettering is placed on driver's side door indicating the municipality's name.
- Fish Trucks pay normal Commercial Truck Fees.
- Additional \$25 for Vanity Plate must be used primarily for transporting agricultural product.
- Question #4 must be answered YES, and #5 must be initialed for farm truck eligibility.
- A Fish Truck is 2 or 3 axle truck used primarily to harvest and transport fish.

# WRECKERS

Class Code: CO

- Registration is based upon the weight of the actual wrecker and the hoisting apparatus (not a flatbed wrecker).
- The vehicle being towed must have:
  1. Valid registration,
  2. Transit permit,
  3. Dealer plate,
  4. Special towing permit.
- Registration weight based on Truck Fees Schedule ~ based upon actual vehicle weight, not the weight of the load.
- Additional \$25 for Vanity Plates.
- USDOT # requirements are the same as other vehicles.



# SPECIAL MOBILE EQUIPMENT



# SPECIAL MOBILE EQUIPMENT

Class Code: TR



- **A Self-propelled Vehicle.**
  - **Not used primarily for transportation of persons or property.**
  - **Examples: Road construction, maintenance machinery, ditch-digging apparatus, stone crushers, air compressors, power shovels, cranes, graders, rollers, and trucks used only to plow snow which now can be used for sanding, (not just ballast in the back), well drillers and wood-sawing equipment used for hire or similar types of equipment.**
- **Two (2) Tractor Plates are issued.**
- **Vanity Plates are not available.**
- **Insurance is required.**
- **Subject to Excise Tax.**
- **Title not required.**
- **Subject to Sales Tax.**



# SPECIAL MOBILE EQUIPMENT

Class Code: TR



- Proof of payment of the Heavy Vehicle Use Tax (H.V.U.T.) is **required** for vehicles with a r.v.w. of 55,000 lbs. or more.
- Fuel Use Decal must be obtained if registered for more than 26,000 pounds r.v.w. and not gasoline powered.
- **PARTIAL INSPECTION** is required. The inspection consists of brakes, lights, steering, tires, wheels, drive line, engine, exhaust system, hydraulic, cable controls, and other mechanical parts. And/or body components that may affect the safe operation of the vehicle.

# SPECIAL MOBILE EQUIPMENT

## Class A



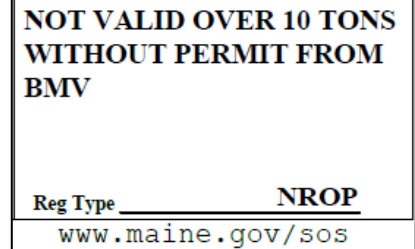
- Frequent use of public ways.
- Maximum registered weight for Class A is 100,000 lbs.
- Registered for actual weight of the vehicle.
- If weight exceeds the registered vehicle and axle weight limit's contact Motor Carrier Services for permits.



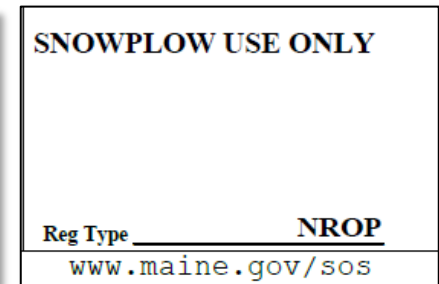
- Well Drillers and Self-propelled air compressors **must** be registered as Class A.
- See MV-60 Fee Schedule

## Class B

- Infrequent use of public ways.
  - Registration fee is \$20.00.
- If registered weight exceeds 20,000 lbs., an overlimit and/or oversized permit **must** be obtained.



- **Snowplow Use Only**
  - **Full inspection required**
  - Valid from first to last snowfall of season



# SPECIAL MOBILE EQUIPMENT

## Class A Special Mobile Equipment Total Gross Weight Limit

<b>Configuration</b>	<b>Maximum Total Gross Weight</b>
<b>2-Axles</b>	<b>39,100 lbs.</b>
<b>3-Axles</b>	<b>62,100 lbs.</b>
<b>4-Axles</b>	<b>79,350 lbs.</b>
<b>5 or more Axles</b>	<b>92,000 lbs.</b>

### Individual axles unit limits:

<b>Single Steering Axles</b>	<b>18,000 lbs.</b>
<b>Single Axle</b>	<b>25,410 lbs.</b>
<b>Tandem Axles</b>	<b>48,300 lbs.</b>
<b>Tri-Axle</b>	<b>56,700 lbs.</b>



# SPECIAL EQUIPMENT



# SPECIAL EQUIPMENT

- Equipment drawn by a motor vehicle. Example: wood splitters, pumps etc.
- Excise Tax & Title Exempt.
- Registration based upon Net Weight:
  - 1 to 2,000 lbs. \$10
  - 2,001 to 5,000 lbs. \$15
  - Over 5,001 lbs. \$20
- Mandatory February Expiration.
- Indicate “Exempt” on excise tax balance line.
- Net weight must be indicated.
- No Vanity Plate allowed.



Class Code: SE



STYLE	TIRES	AXLES	NET WEIGHT	REGISTERED WEIGHT
GE	4	2	2275	



# **Truck Transfers**

## **for Vehicles Over 10,000 lbs. R.V.W.**



# TRANSFER-WEIGHT INCREASE



Sold or no longer in use.

State of Maine Vehicle Registration Mileage 128,993

CLASS	REGISTRATION NUMBER
CO	624-456

Eff. Date is Validation Date But Not Prior To: **01/16/2021** Expires: **09/30/2021** Insurance: **CH**

VIN <b>CCY341B1741</b>	YEAR <b>1973</b>	MAKE <b>CHEV</b>	MODEL <b>TK</b>	COLOR <b>BK</b>	STYLE <b>30</b>	TIRES <b>10</b>	AXLES <b>3</b>	NET WEIGHT	REGISTERED WEIGHT <b>42,000</b>	FUEL <b>D</b>
REGISTRANT(S) <b>BROWN TRUCKING, INC.</b>			DOT/VID# <b>123456789</b>		Base _____ <b>9.350</b>		Sales Tax _____ <b>DLR</b>			
LESSOR			UNIT #	DOT # <b>6543210</b>	Mil Rate _____ <b>.004</b>		Title _____ <b>EXEMPT</b>			
MAILING ADDRESS <b>76 HILLCREST STREET</b>			LEGAL RESIDENCE <b>HOMETOWN ME 04444</b>		Ex Tax _____ <b>37.40</b>		CTA _____			
LEGAL RESIDENCE <b>76 HILCREST STREET</b>			LEGAL RESIDENCE CODE <b>HOMETOWN ME 04444</b>		Credit _____ <b>28.50</b>		Specialty Plate _____			
DATE <b>01/16/2021</b>			DATE <b>01/16/2021</b>		Credit # _____ <b>5562115</b>		Vanity _____			
PT _____ <b>EXEMPT</b>			DATE <b>01/16/2021</b>		Ex Tr Bal _____ <b>8.90</b>		Prior Tax Receipt # _____			
Sticker # _____ (V) _____			DATE <b>01/16/2021</b>		Trans. Chg _____ <b>3.00</b>		TRANSFER			
			DATE <b>01/16/2021</b>		Ex Tr Date <b>1/16/2021</b>		Rate _____ <b>426.00</b>			
			DATE <b>01/16/2021</b>		Rate _____ <b>426.00</b>		Credit _____ <b>308.00</b>			
			DATE <b>01/16/2021</b>		Credit _____ <b>308.00</b>		Fees _____ <b>126.00</b>			
			DATE <b>01/16/2021</b>		Fees _____ <b>126.00</b>		Agent Fee _____ <b>8.00</b>			
			DATE <b>01/16/2021</b>		Agent Fee _____ <b>8.00</b>		User ID _____ <b>CH</b>			
			DATE <b>01/16/2021</b>		User ID _____ <b>CH</b>		Reg Type _____ <b>NEW REG</b>			

Tax Receipt #: 40450021

www.maine.gov/sos



- Registered with (CO) plates for 32,000 lbs. with a fee of \$308.00

- The registrant wishes to transfer and register at 42,000 lbs.

Enter \$426.00 in the rate box, \$308.00 in the credit box and \$126.00 in the fee box. (Includes \$8.00 Transfer Fee)

# TRANSFER-CLASS, PLATE & WEIGHT CHANGE



Sold, but was registered with a (CO) plate.

State of Maine Vehicle Registration Mileage 187,444

Eff. Date is Validation Date But Not Prior To: 01/03/2021

Expires: 01/31/2022

Insurance: CH

CLASS	REGISTRATION NUMBER
FM	65-123

VIN	YEAR	MAKE	MODEL	COLOR	STYLE	TIRES	AXLES	NET WEIGHT	REGISTERED WEIGHT	FUEL
CCY341H90LVH55470	1976	FORD	TK	YE	20	6	2		14,000	G
REGISTRANT(S) ROY, GERALD G			DOB/SEX 01/14/1959		Base 15,000		Sales Tax DLR			
LESSOR			UNIT #		Mil Rate .004		Title EXEMPT			
MAILING ADDRESS 21 MAPLE STREET HOMETOWN MR 04444			DOT # 1234567		Ex Tax 60.00		CTA			
LEGAL RESIDENCE 21 MAPLE STREET HOMETOWN ME 04444			DATE 01/03/2021		Credit 52.90		Specialty Plate			
			SAMPLE 00000		Credit # 40550021		Vanity			
			DATE 01/03/2021		Ex Tx Bal 7.10		Prior Tax Receipt #			
			DATE 01/03/2021		Trans. Chg 3		TRANSFER-CLASS, WHI, PLATE CHANGE FROM CO 62-503			
			DATE 01/03/2021		Ex Tx Date 01/03/2021					
			DATE 01/03/2021		Rate 39.00					
			DATE 01/03/2021		Credit 37.00					
			DATE 01/03/2021		Fees 10.00					
			DATE 01/03/2021		Agent Fee 4.00					
			DATE 01/03/2021		User ID CH		Reg Type			

Tax Receipt #: 54323451



The registrant wishes to transfer and register at 14,000 lbs. with a (FM) plate

Enter \$39.00 in the rate box, \$37.00 in the credit box and \$10.00 in

the fee box. (Includes \$8.00 Transfer Fee)

# TRANSFER-CLASS, PLATE & WEIGHT CHANGE

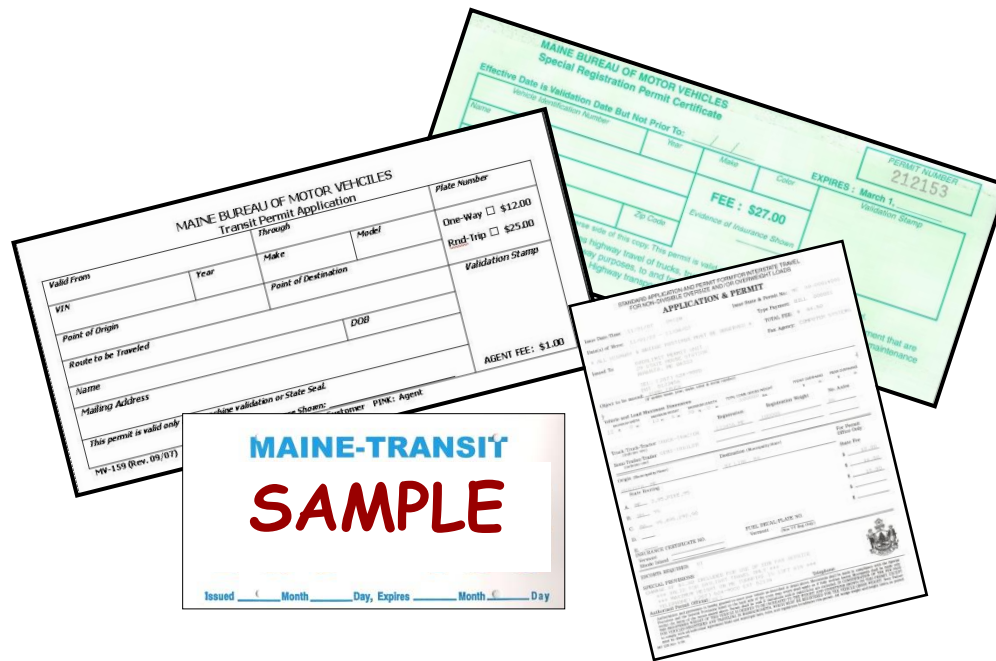
## **NOTE:**

**When processing a transfer involving class code change, as well as a change of weight, the old plates should be turned in and a new set of plates and stickers issued at no additional cost. Be sure to record the plate class code and plate number being replaced at the top on the registration.**

**Do not hesitate to call Municipal & Agent Services for instructions if you have questions about processing a specific transfer.**

**207-624-9000 Ext. 52163**

# Special Permits



**MAINE-TRANSIT**  
**SAMPLE**

Issued \_\_\_\_\_ Month \_\_\_\_\_ Day, Expires \_\_\_\_\_ Month \_\_\_\_\_ Day



# TRANSIT PLATES

MAINE BUREAU OF MOTOR VEHICLES Transit Permit Application				
<i>Valid From</i>		<i>Through</i>		<i>Plate Number</i>
<i>VIN</i>	<i>Year</i>	<i>Make</i>	<i>Model</i>	One-Way <input type="checkbox"/> \$12.00
<i>Point of Origin</i>		<i>Point of Destination</i>		Rnd-Trip <input type="checkbox"/> \$25.00
<i>Route to be Traveled</i>				<i>Validation Stamp</i>
<i>Name</i>			<i>DOB</i>	
<i>Mailing Address</i>				
<i>This permit is valid only with machine validation or State Seal.</i>				
<i>Evidence of Insurance Shown:</i> _____				AGENT FEE: \$1.00

MV-159 (Rev. 09/07)      WHITE: BMV    CANARY: Customer    PINK: Agent

**MV-159**

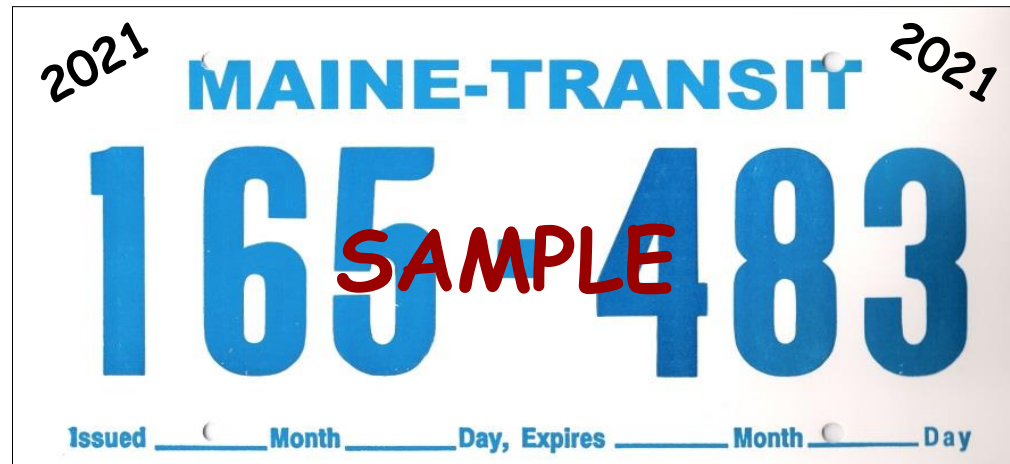
- One-way Transit Plate (MV-159) fee is \$12.
- Round-trip Transit Plate fee is \$25. This allows the movement of a vehicle from point A to point B, and then returning to point A.
- Validation needs to be on both copies of the application.
- Municipalities may collect a \$1.00 service fee over and above the transit plate fee.
- Travel on a Transit Plate must be completed within 10 days.



# TRANSIT PLATES

- Transit Plates are **not** to be used in lieu of registration or to circumvent the registration requirement.

**NOTE:** Verify the vehicle information, VIN, Year, Make, and Model, point of origin and / or point of destination, which **must** be Maine.



- Vehicle **must** be insured if driven and insurance may not be in the prior owner's name.
- The permit **must** state "For Towing Purposes Only" when being towed.

# MOBILE HOMES - MODULAR

MAINE BUREAU OF MOTOR VEHICLES Transit Permit Application				
Valid From		Through		Plate Number
VIN	Year	Make	Model	One-Way <input type="checkbox"/> \$12.00
Point of Origin		Point of Destination		Rnd-Trip <input type="checkbox"/> \$25.00
Route to be Traveled				Validation Stamp
Name			DOB	
Mailing Address				
This permit is valid only with machine validation or State Seal.				AGENT FEE: \$1.00
Evidence of Insurance Shown:				
MV-159 (Rev. 09/07) WHITE: BMV CANARY: Customer PINK: Agent				



**MV-159**

**OR**

**Class Code: TL**



- Transit Plate (MV-159) Fee \$12 with Tax Collector statement of taxes paid (even uncommitted taxes)
- Municipalities may collect a \$1.00 service fee over and above the transit plate fee
- Travel on a Transit Plate must be completed within 10 days. A MV-47 (certificate of taxes paid) must be completed, or must be registered with a fee of \$20.00
- Overlimit Permit needed from BMV for homes over 13'6" high, 8'6" wide, or over 65' in length.

# MOBILE HOMES – MODULAR



**STATE OF MAINE**  
**CERTIFICATE OF TAXES/SEWER FEES PAID ON MOBILE HOME**  
 Title 29-A, Sections 462-4; 1002-9; 2382-10


Property tax, water/sewer release for the municipality of: YOURTOWN

This is to certify that all property taxes and water, drain and sewer assessments have been paid on the mobile home described below, including taxes and assessments for the current tax year. Providing a signed and town-stamped copy of this form to the taxpayer is sufficient documentation that all obligations have been met. Municipal tax collectors should not sign this form until satisfied that all property tax, water and sewer charges are paid. If necessary, first refer the taxpayer to the appropriate local officials for their signature. A release also is required for intra-municipal moves.

**Mobile Home Information**

Make: Oxford Model: Marlette Year: 2004 Color: Blue  
 Serial #: 1335354 Dimensions: 12' X 60'  
 Taxpayer: John J. Smith Mover: Mobile Homes of Maine  
 Moved from: YOURTOWN Moved to: HOMETOWN

I certify that all applicable property taxes have been paid on the above mobile home including for the current tax year.

Date: 1/3/21 Tax collector: Donna Jameson, Tax Collect  
(Typed or printed)  
 Tax Collector Signature: Donna Jameson  
  
 DATE 1/3/21

**Water Fees**

I certify that all applicable water fees and assessments have been paid on the above mobile home.

Date: 1/3/21 Name and title: Donna Jameson, Tax Collector  
(Typed or printed)  
 Signature: Donna Jameson

**Sewer Fees**

I certify that all applicable sewer fees and assessments have been paid on the above mobile home.

Date: 1/3/21 Name and title: Donna Jameson, Tax Collector  
(Typed or printed)  
 Signature: Donna Jameson

Return to: Overlimit Permit Unit, 29 State House Station, Augusta, ME 04330-0029 or any Motor Vehicle Branch office. This certificate is necessary to obtain a permit/registration to move the mobile home. O/L Unit phone: (207) 624-9000 X 52134; fax (207) 622-5332.

MV-47 Rev. 02/07

- Tax Collector “Certificate of Taxes Paid” **must** be completed even if taxes have not been committed.



**MV-47**



# PERMIT TO MOVE A MOTOR VEHICLE TO AN INSPECTION STATION

- No Fee Permit.
- Vehicle **must** be registered.
- The permit is valid for only five (5) days.
- **Agents can only issue this permit in connection with a transit plate; otherwise, this permit is issued by State or County law enforcement or BMV.**



State of Maine — Department of State — Motor Vehicle Division  
PERMIT TO MOVE A MOTOR VEHICLE TO AN INSPECTION STATION  
(Valid not exceeding Five days after date)

Date \_\_\_\_\_

Permission is hereby granted for:

\_\_\_\_\_ of \_\_\_\_\_  
(Name of Applicant) (Full Address)

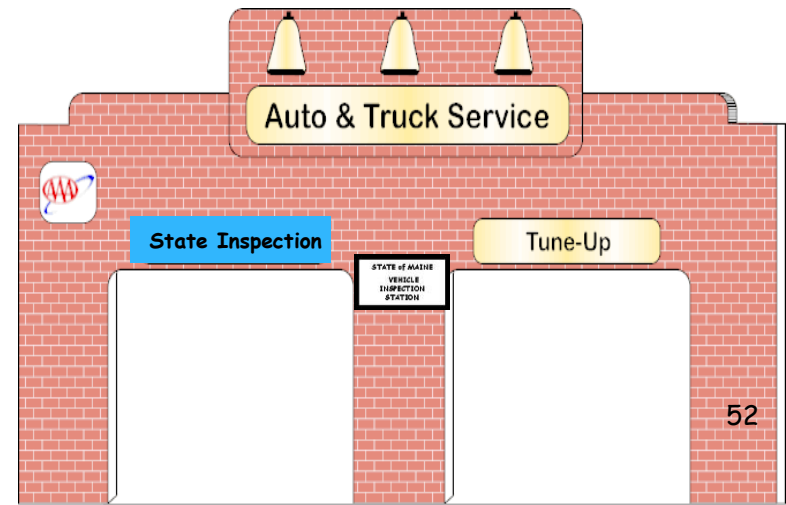
to move a \_\_\_\_\_, Registration number \_\_\_\_\_  
(Year and Make)

from \_\_\_\_\_ to an Inspection  
(Street and City or Town)

Station for the purpose of having the same inspected.

NOTICE Signed \_\_\_\_\_  
This permit to be left at  
Inspection Station

Form MVE-95



# EXCISE TAX REIMBURSEMENT

## What is the Excise Tax Reimbursement program?

- In 1996, a law was passed to allow the excise tax on commercial vehicles of model year 1996 and newer, which are registered or have a gross vehicle weight rating of over 26,000 lbs., be calculated on the sale price **(when sold brand new)** of the vehicle. This law also applies to farm trucks, buses (model year 2006 and newer) and special mobile equipment, Class A.



# EXCISE TAX REIMBURSEMENT

 **MVR-14**

## MAINE BUREAU OF MOTOR VEHICLES

### EXCISE TAX REIMBURSEMENT APPLICATION FOR TRUCKS AND BUSES

\*Trucks must be of model year 1996 and newer. Buses must be of model year 2006 and newer\*  
\*Registered weight must be over 26,000 lbs.\*

MUNICIPALITY Augusta TOWN CODE 44013  
TAX COLLECTOR Tina Gowell DATE OF APPLICATION 03-20-2021  
REGISTRANT'S NAME John Smith  
PLATE # 925-325 CLASS CODE AP  
MODEL YEAR 2011 MAKE FRHT MODEL Cascad  
VIN NUMBER 1FUJGH0V0BLBC2130  
ACTUAL PURCHASE PRICE \$92,329 MSRP \$170,576  
(price of vehicle when brand new-first owner)

#### PLEASE CHECK ONE OF THE FOLLOWING:

- NON SLEEPER     HIGH TILT ALUM SLEEPER  
 SLEEPER BOX     HIGH TILT AERODYNAMIC SLEEPER

- Excise tax must be paid by June 30<sup>th</sup> of the current fiscal year in order to qualify for reimbursement. All applications are expected to be submitted by August 1<sup>st</sup>.
- If a vehicle that qualified for reimbursement has been moved to a new town, that new town must submit an application in order to receive excise tax reimbursement.
- If a vehicle is sold to a new registrant in the same town, a new application must be submitted to receive excise tax reimbursement.

#### NEW VEHICLES

Submit your application for reimbursement with a copy of the registration/excise tax receipt, copy of the dealer's certificate, bill of sale or window sticker, and a copy of your application for title. Vehicle model numbers are required. Copies of all invoices pertaining to the vehicle and it's equipment must be submitted with this application.

#### USED VEHICLES

If a 1996 model year or newer vehicle is purchased used, the registrant must provide the tax collector with proof of the actual purchase price of the vehicle when it was new (brand new/first owner). If the vehicle was registered in Maine, that information may be available by contacting the Commercial Registration Section. If not, it is up to the registrant to obtain that information from the original owner of the vehicle. If the information cannot be obtained, the excise tax is to be based upon the MSRP of the vehicle.

- **Municipalities will be reimbursed by the Bureau of Motor Vehicles for the difference in excise tax between the Manufacturer's Suggested Retail Price (MSRP) and the actual sales price. In order to receive reimbursement, the municipality must submit an Excise Tax Reimbursement application (MVR-14). Only one application submitted per vehicle.**

# CALCULATING EXCISE TAX REIMBURSEMENT

## MSRP: 2021 Kenworth

\$110,000

X .024 (mil rate for **1<sup>st</sup> yr.**)

**\$2,640**

## Sales Price: 2021 Kenworth

\$78,000

X .024 (mil rate for **1<sup>st</sup> yr.**)

**\$1,872**



## Reimbursement Amount

\$2,640 (excise on MSRP)

-1,872 (excise on sales price)

**\$768.00** Reimbursement to Municipality



# FUEL DECALS ARE REQUIRED WHEN:

- Vehicle has a gross weight, registered gross weight, or combined gross weight in excess of over 26,000 lbs.; or
  - Has 3 or more axles on the power unit regardless of gross weight; or
  - Is a bus designed to carry 20 or more passengers; or
  - Used in combination with another vehicle to be in excess of 26,000 lbs.
- 
- Vehicles staying in state ~ need a Maine Fuel Decal
  - Vehicles leaving the state ~ need an IFTA Decal



**Customers requesting information for Maine Fuel Decals, can call the Fuel Tax Licensing Section at: 624-9000 Ext. 52137, for IFTA Decals the Fuel Tax Reporting Section at 624-9000 Ext. 52136**



# IN-STATE OPERATING AUTHORITY

- The Secretary of State may not register any motor vehicle for rent, lease, hire or livery and a person may not operate a motor vehicle on any public way in Maine until the owner or owners of that vehicle procure insurance or bond covering the operation of that vehicle and this insurance must be maintained at all times. Evidence of appropriate insurance must be filed with the Operating Authority Unit prior to the vehicle registration being processed.



- JB Insurance filings are processed only at the BMV Main Office. The actual “For Hire” registrations can be done at any BMV Branch Office or designated Agent only after contacting the Operating Authority Unit to verify insurance coverage. If processing a “Transfer”, you must indicate this, as additional research would be needed. A registrant’s legal name and physical address must match the JB Filing name EXACTLY.

**Customers requesting information for JB Filings ONLY, can call the Operating Authority Section at:**

**624-9000 Ext. 52131**

# SHORT TERM GROSS WEIGHT PERMIT

State of Maine Vehicle Registration Mileage 187,444

Eff. Date is Validation Date But Not Prior To: <b>01/03/2019</b>		Expires: <b>01/31/2020</b>		Insurance: <b>CH</b>		CLASS <b>CO</b>		REGISTRATION NUMBER <b>624-324</b>		
VIN <b>CKL149210</b>	YEAR <b>1974</b>	MAKE <b>CHEV</b>	MODEL <b>C30</b>	COLOR <b>RD</b>	STYLE <b>10</b>	TIRES <b>4</b>	AXLES <b>2</b>	NET WEIGHT	REGISTERED WEIGHT <b>12,000</b>	FUEL <b>G</b>
REGISTRANT(s) <b>ROY, GERALD G.</b>			DOB(e)/ID# <b>01/14/1959</b>		Base <b>13,225</b>		Sales Tax <b>DLR</b>			
LESSOR			UNIT #		DOT # <b>1234567</b>		Mil Rate <b>.004</b>		Title <b>EXEMPT</b>	
MAILING ADDRESS <b>21 MAPLE STREET</b>			LEGAL RESIDENCE <b>HOMETOWN ME 04444</b>		Credit		CTA			
LEGAL RESIDENCE <b>21 MAPLE STREET</b>			LEGAL RESIDENCE CODE <b>HOMETOWN ME 04444</b>		Credit		Specialty Plate			
Tax Receipt #: 40450021			PT <b>EXEMPT</b>		Fees		Agent			
Sticker # (M) <b>01D 0234564</b>			Sticker # (Y) <b>20D 8741987</b>		User		User			

New American Printing (207) 773-7607

NO: **123456** STATE OF MAINE  
SHORT TERM GROSS WEIGHT PERMIT

PLATE NUMBER

YEAR: MAKE: MODEL: STYLE: AXLES:

VEHICLE IDENTIFICATION NUMBER:

GROSS WEIGHT INCREASED FROM: LBS. TO: LBS.

EFFECTIVE: EXPIRES:

DATE: TIME: FEE:

ISSUING OFFICIAL: (OWNER'S SIGNATURE)

COPIA

MV-534A REV. 5/00

- The name on the Booster must match the name on the registration.

**When a USDOT number is required on a registration, then the USDOT must be on the Booster as well.**

# SHORT TERM GROSS WEIGHT PERMIT

- Boosters can be issued for 1 month up to 8 months. The effective date does not have to be the date the booster is purchased.
- These are used as temporary weight changes.
- Beyond 8 months, the registrant pays the difference between the current registration fee and the increased registered weight fee.
- Never boost a Passenger Plate.
- Never boost an IRP plate. Call IRP Unit for further guidance.
- Never boost an out-of-state registration.
- There are two (2) different booster tables:
  - A. Commercial, the front portion of the booster book; and
  - B. Farm, the back portion of the booster book.
- Be sure to include the Class Code, Plate Number, VIN, actual weight (from and to), and Date of Expiration. IRP vehicles can obtain a booster for Maine portion only of cab card.

# SHORT TERM GROSS WEIGHT PERMIT

- **Cannot boost past the expiration date of the registration.** Registrant **must** have a valid registration in their possession before issuing a booster unless you can verify the information. If needed, process an early renewal and an additional booster to cover months intended for the vehicle; or request that your customer return at time of renewal for a second booster.
- Vehicles boosted to 55,000 lbs. or more need to file proof of HVUT. If the booster permit is issued for 60 days or less, the registrant **does not** need to file Form 2290.
- Use form MV-534A ~ Temporary Registered Gross Weight Increase.
  - Copy A ~ Submit in the cash report.
  - Copy B ~ Issue to the registrant.
  - Copy C ~ Municipality Office retains for their records.
- **Always attach the yellow copy of the booster to the registration after you complete it.**



# SHORT TERM GROSS WEIGHT PERMIT

- A registrant may obtain a second booster on a vehicle in order to increase the weight of the first booster to a higher weight for a portion of the remaining time, or to the expiration date of the original booster.
- Credit from a booster on one truck may be transferred to a new truck when processing a new registration transfer. The new permit will read “Transferred from Permit No” (old permit number written on the top of the new permit). Collect an \$8.00 transfer fee and collect the original booster from the customer.
- A duplicate of a booster can be obtained for a \$5.00 fee at any BMV Branch or Municipality authorized to process truck permits.
- All voided boosters **must** be retained by the municipality.

# SHORT TERM GROSS WEIGHT PERMIT

Boosters are calculated from date to date.

## 3 Month Booster

NO: <b>101010</b>	STATE OF MAINE SHORT TERM GROSS WEIGHT PERMIT	PLATE NUMBER <b>CO 624-324</b>
YEAR: <b>1974</b> MAKE: <b>CHEV</b> MODEL: <b>C30</b> STYLE: <b>10</b> AXLES: <b>2</b>		
VEHICLE IDENTIFICATION NUMBER: <b>CKL149210</b>		
GROSS WEIGHT INCREASED FROM: <b>12,000</b> LBS. TO: <b>28,000</b> LBS.		
EFFECTIVE: <b>02/01/2021</b> EXPIRES: <b>05/01/2021</b>		
<b>Roy, Gerald G.</b> <b>21 Maple Street</b> <b>Hometown, ME 04444</b>		<b>D.O.T. #1234567</b>
To the Secretary of State: I hereby certify that the above statements are true.		
DATED: <b>02/01/2021</b>	TIME: <b>3:00 PM</b>	FEE: <b>\$87.60</b>
ISSUING OFFICIAL:		
<b>Larry Lobster, Agent</b> <b>Town of Hometown 04444</b>	 (OWNER'S SIGNATURE)	
MV-534A REV. 5/00		

# SHORT TERM GROSS WEIGHT PERMIT

Boosters are calculated from date to date.

## 4 Month Booster

NO: <b>101010</b>	STATE OF MAINE SHORT TERM GROSS WEIGHT PERMIT	PLATE NUMBER <b>CO 624-324</b>		
YEAR: <b>1974</b>	MAKE: <b>CHEV</b>	MODEL: <b>C30</b>	STYLE: <b>10</b>	AXLES: <b>2</b>
VEHICLE IDENTIFICATION NUMBER: <b>CKL149210</b>				
GROSS WEIGHT INCREASED FROM: <b>12,000</b> LBS. TO: <b>28,000</b> LBS.				
EFFECTIVE: <b>02/01/2021</b> EXPIRES: <b>05/15/2021</b>				
[ <b>Roy, Gerald G.</b> <b>21 Maple Street</b> <b>Hometown, ME 04444</b> ]			<b>D.O.T. #1234567</b>	
To the Secretary of State: I hereby certify that the above statements are true.				
DATED: <b>02/01/2021</b>	IME: <b>3:00 PM</b>	FEE: <b>\$109.50</b>		
ISSUING OFFICIAL: <b>Larry Lobster, Agent</b> <b>Town of Hometown 04444</b>		<i>Gerald G. Roy</i> (OWNER'S SIGNATURE)		
MV-534A REV. 5/00				

### Example:

This Booster goes beyond the 1st day of the month, so the Booster is charged as a four-month Booster.

Any part of a month is charged as a full month.

- Any time over a month is considered another month.  
EXAMPLE: February 1, 2021 -- May 1, 2021 = 3 months  
February 1, 2021 -- May 15, 2021 = 4 months

# SHORT TERM GROSS WEIGHT PERMIT

State of Maine Vehicle Registration Mileage 187444

Eff. Date is Validation Date But Not Prior To: <b>01/01/2021</b>		Expires: <b>01/31/2022</b>		Insurance: <b>CH</b>		CLASS: <b>FM</b>		REGISTRATION NUMBER: <b>83-000</b>		
VIN: <b>CKL149210</b>	YEAR: <b>1974</b>	MAKE: <b>CHEV</b>	MODEL: <b>C20</b>	COLOR: <b>BK</b>	STYLE: <b>40</b>	TIRES: <b>14</b>	AXLES: <b>4</b>	NET WEIGHT:	REGISTERED WEIGHT: <b>48,000</b>	FUEL: <b>D</b>
REGISTRANT(S): <b>JOHNSON, ALEX S.</b>			DOB(BIRTH): <b>03/05/1947</b>		Base: <b>9,550</b>		Sales Tax: <b>DLR</b>			
LESSOR:			UNIT #:		DOT #: <b>1234567</b>		Mil Rate: <b>.004</b>		Title:	
MAILING ADDRESS: <b>59 ELM STREET</b>			DOT #:		Credit: <b>43.60</b>		CTA:		Specialty Plate:	
HOMETOWN: <b>ME 04444</b>			DOT #:		Credit #: <b>5561105</b>		Vanity:		Prior Tax Receipt #:	
LEGAL RESIDENCE: <b>59 ELM STREET</b>			DOT #:		Ex Tx Bal:		Specialty Plate:		Vanity:	
HOMETOWN: <b>ME 04444</b>			DOT #:		Ex Tx Bal:		Specialty Plate:		Vanity:	

NO: **101010**

STATE OF MAINE  
SHORT TERM GROSS WEIGHT PERMIT

PLATE NUMBER

YEAR:                      MAKE:                      MODEL:                      STYLE:                      AXLES:  
 VEHICLE IDENTIFICATION NUMBER:  
 GROSS WEIGHT INCREASED FROM:                      LBS. TO:                      LBS.  
 EFFECTIVE:                      EXPIRES:

**COPY A**

To the Secretary of State: I hereby certify that the above statements are true.

DATED:                      TIME:                      FEE:  
 ISSUING OFFICIAL:                      \_\_\_\_\_  
 (OWNER'S SIGNATURE)

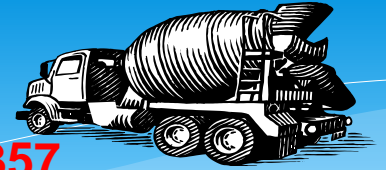
MV-534A REV. 5/00

**Exercise: Mr. Johnson requests to boost his truck's registered weight from 48,000 to 69,000 for the period 04/12/21-08/31/21. Please fill out this booster.**





# WEIGHT TOLERANCES



## Special Commodities Allowance-Title 29A Sec. 2357

- An allowance of 10% above the maximum allowable gross vehicle weight is permitted on vehicles engaged in the exclusive transport of certain commodities **but** are still subject to axle weight limits **and MUST be registered for the maximum allowable weight for its configuration.**

### Examples:

1. Materials or unset concrete intended for highway construction and carried in dump or transit-mix trucks.
2. Manufacturer's concrete products.
3. Raw ore from mine or quarry to place of processing.
4. Refrigerated products when they constitute the majority of products carried in a sealed vehicle ~ unprocessed milk.
5. A vehicle loaded entirely with building materials that absorb moisture during delivery, bark, sawdust, firewood, sawed lumber, dimension lumber, pulpwood, wood chips, logs, soil, unconsolidated rock material including limestone, bolts, farm produce, road salt, manufacturer's concrete products, solid waste etc.



**Questions? Call Commercial Enforcement 624-8939**

# SPECIAL REGISTRATION PERMIT CERTIFICATE

- This permit may be issued and renewed by municipalities that issue new registrations.
- Permit fee of \$27
- Annual Expiration is March 1<sup>st</sup>
- Never half rate ~ Property Tax must be paid prior to issuance.
- Authorizes limited operation on the highway of trucks, truck-tractors, or Special Mobile Equipment Class B vehicles that are otherwise used exclusively for off highway purposes.
- No load.
- Reverse side of the white permit must be completed by the Tax Collector, stating that property taxes have been paid.
- Registrant signs Tax Collector statement.

MVR-10

MAINE BUREAU OF MOTOR VEHICLES Special Registration Permit Certificate				PERMIT NUMBER <b>SAMPLE</b>
Effective Date is Validation Date But Not Prior To: ___/___/___		EXPIRES: MARCH 1, ___		
Vehicle Identification Number	Year	Make	Color	Validation Stamp
Name		FEE: \$27.00		Evidence of Insurance Shown
Mailing Address		Zp Code		
<small>APPLICANT: Read instructions on the reverse side of this copy. This permit is valid only with machine validation of State Seal.</small>				
<small>RESTRICTION: This permit authorizes highway travel of trucks, truck tractors, truck or truck tractors, trailers or semitrailers, and Class B special mobile equipment that are otherwise used exclusively for off-highway purposes, to and from garages for the purpose of obtaining repairs or maintenance or travel from job site to another job site. Highway transportation of either property or passengers is prohibited.</small>				
<small>BMV-10 (Revised 12-1-2013) BMV COPY</small>				

INSTRUCTIONS
1. Before the Maine Bureau of Motor Vehicles can issue this permit, you must first have the Tax Collector of the municipality from which the vehicle is principally garaged or maintained, sign this form stating that all personal property taxes on the vehicle identified on this application have been paid or that the vehicle is tax exempt.
TAX CERTIFICATION: I certify that all property taxes due on the vehicle described on the reverse side of this application have been paid or that none are due.
Municipality: _____
Tax Collector's Name: _____
Tax Collector's Signature: _____
2. I hereby certify that I am the owner of the vehicle or equipment described on the reverse side of this application.
Owner's Signature: _____
3. Take all 3 copies of this form to any Bureau of Motor Vehicle Branch Office or Mail to: Bureau of Motor Vehicles, 29 State House Station, Augusta, Maine 04333-0029. Include a check for \$27, made payable to Secretary of State.

# OVER LIMIT PERMITS

- Issued at the BMV Main Office.
- Vehicles that are overweight, over length, over dimension, need special permits to travel on designated routes.
- A non-divisible load is a load that cannot be reduced in size such as a piece of equipment or a steel beam ~ **NOT** a load of gravel or several pieces of equipment materials.

The image shows a 'STANDARD APPLICATION AND PERMIT FORM FOR INTERSTATE TRAVEL FOR NON-DIVISIBLE OVERSIZE AND/OR OVERWEIGHT LOADS'. The form is divided into several sections: 'APPLICATION & PERMIT' (top left), 'VEHICLE AND LOAD DIMENSIONS' (middle left), 'ORIGIN (Nonresidency/State)' (bottom left), and 'VEHICLE AND LOAD DIMENSIONS' (middle right). The form includes fields for 'Issue Date/Time', 'Date(s) of Move', 'Type Payment', 'TOTAL FEE', 'Issued To', 'Object to be moved', 'Vehicle and Load Maximum Dimensions', 'Origin (Nonresidency/State)', 'Destination (Nonresidency/State)', 'State Routing', 'INSURANCE CERTIFICATE NO.', 'FUEL DECAL/PLATE NO.', and 'ESCORTS REQUIRED'. There is also a section for 'SPECIAL PROVISIONS' and a 'Telephone' field. The form is filled out with handwritten information, including 'Issue Date/Time: 11/01/07', 'Date(s) of Move: 11/01/07 - 11/08/07', 'TOTAL FEE: \$ 11.00', 'Issued To: OVERLIFT PERMIT UNIT, 29 STATE HOUSE STATION, AUGUSTA, ME 04333', 'Object to be moved: (of mobile home, year, make, color & serial number)', 'Vehicle and Load Maximum Dimensions: MAXIMUM WIDTH: 11 ft, MAXIMUM HEIGHT: 13 ft, MAXIMUM LENGTH: 100 ft, TOTAL GROSS WEIGHT: 100000 lb, FRONT OVERHANG: 0 ft, REAR OVERHANG: 0 ft', 'Origin (Nonresidency/State): VERMONT, ME, Destination (Nonresidency/State): VERMONT, ME, State Routing: 4183-028, 0F, For Permit Office Only: \$ 10.00, State Fee: \$ 1.00, INSURANCE CERTIFICATE NO.: VERMONT, FUEL DECAL/PLATE NO.: VERMONT, ESCORTS REQUIRED: 0, SPECIAL PROVISIONS: NONE OF OURS INCLUDED FOR USE OF OUR FAX SERVICE, \*\*\* VALID FOR DAYLIGHT TRAVEL ONLY \*\*\*, \*\*\* MAXIMUM HEIGHT ONE (1) TOWER TO 13 FT 6 IN \*\*\*, TEL: (207) 624-9000 EXT 52138, Authorized Permit Office: Telephone: (207) 624-9000.

- Maine Over limit Application and Permits are available at the BMV Main Office and online at:

[www.movememaine.com](http://www.movememaine.com)

- Out of state permits no longer available.

**(207) 624-9000 ext.: 52134**

# REVIEW QUESTIONS

1. Can a booster be put on a veteran plate? \_\_\_\_\_
2. If a customer comes in on April 1<sup>st</sup> and wants to boost his registration for 6 months but his registration expires in June, how is this processed? \_\_\_\_\_
3. What if my customer does not have his HVUT with him at time of registration? \_\_\_\_\_
4. Which questions need to be answered on the back of the white registration when registering a commercial plate? \_\_\_\_\_
5. When someone comes in to register “special equipment” what are pertinent questions to ask? \_\_\_\_\_
6. What qualifies a horse trailer for excise tax? \_\_\_\_\_
7. Can a special registration permit be used if the town does not collect personal property tax? \_\_\_\_\_ and when do they expire? \_\_\_\_\_
8. Do you have to be a truck level town to participate in the excise tax reimbursement program? \_\_\_\_\_

# FINANCIAL REPORTING OF REGISTRATIONS & PERMITS

**MUNICIPALITY:** \_\_\_\_\_

**DATE OF REPORT:** \_\_\_\_\_

**REGISTRATION PROCESSING FEE:** \_\_\_\_\_

**BUREAU OF MOTOR VEHICLES REGISTRATION PROGRAM**

REGISTRATION TYPE	NO.	REGISTRATION FEE	TITLE FEE	SALES TAX	TOTAL
Passenger					
Motor Home					
Commercial Truck					
Trailer					
Special Equipment					
Other					
<b>TOTAL</b>					

**NOTE:** THIS FORM MUST BE COMPLETED FOR ALL REGISTRATIONS AND PERMITS.

THIS DOCUMENT WAS COMPLETED BY: \_\_\_\_\_

IF YOU HAVE QUESTIONS, PLEASE CALL: \_\_\_\_\_

AM-300 REV. 1-06

**MUNICIPALITY:** \_\_\_\_\_

**DATE OF REPORT:** \_\_\_\_\_

**REGISTRATION PROCESSING FEE:** \_\_\_\_\_

**BUREAU OF MOTOR VEHICLES REGISTRATION PROGRAM**

REGISTRATION TYPE	NO.	REGISTRATION FEE	TITLE FEE	SALES TAX	TOTAL
Passenger					
Motor Home					
Commercial Truck					
Trailer					
Special Equipment					
Other					
<b>TOTAL</b>					

**NOTE:** THIS FORM MUST BE COMPLETED FOR ALL REGISTRATIONS AND PERMITS.

THIS DOCUMENT WAS COMPLETED BY: \_\_\_\_\_

IF YOU HAVE QUESTIONS, PLEASE CALL: \_\_\_\_\_

AM-300 REV. 1-06

**MUNICIPALITY:** \_\_\_\_\_

**DATE OF REPORT:** \_\_\_\_\_

**REGISTRATION PROCESSING FEE:** \_\_\_\_\_

**BUREAU OF MOTOR VEHICLES REGISTRATION PROGRAM**

REGISTRATION TYPE	NO.	REGISTRATION FEE	TITLE FEE	SALES TAX	TOTAL
Passenger					
Motor Home					
Commercial Truck					
Trailer					
Special Equipment					
Other					
<b>TOTAL</b>					

**NOTE:** THIS FORM MUST BE COMPLETED FOR ALL REGISTRATIONS AND PERMITS.

THIS DOCUMENT WAS COMPLETED BY: \_\_\_\_\_

IF YOU HAVE QUESTIONS, PLEASE CALL: \_\_\_\_\_

AM-300 REV. 1-06



# FINANCIAL REPORTING OF REGISTRATIONS & PERMITS


- Municipalities processing electronic registrations **must** submit cash reports once a week along with one check or deposit ticket covering the work for that period.

**If no registrations are processed within the reporting period, send a blank cash report indicating the name of the town stating no activity during this time period.**

**If errors or omissions are realized after the cash report has been submitted to BMV, please call the Cash Office (207)624-9019 so they may inform you of the steps to follow at that time.**

# ELECTRONIC TOWNS

- **Print and submit the report in its entirety. Separate each page and remove the perforated edges. Stack the pages in the following order and staple in the upper left corner.**
- **Attach town check or deposit slip to the face of the white copy of the cash report.**
- **Stamp the outside of the envelope with your town validation stamp prior to submitting the cash report and enter the date range of the report.**
- **Double check your figures and the math. It's extremely easy to transpose digits when calculating money amounts.**
- **Verify your check. If you pay with a Town check, verify the line amount with the written amount in the box and sign the check.**
- **Do Not deposit monies for the Bureau of Motor Vehicles into any personal accounts.**
- **Do Not use personal checks to pay the Bureau of Motor Vehicles.**



**Please record registration transactions in the appropriate designated areas. If you are unable to determine the correct category, please contact BMV Main Office,**

**Municipal & Agent Services at:**

**1-207-624-9000**

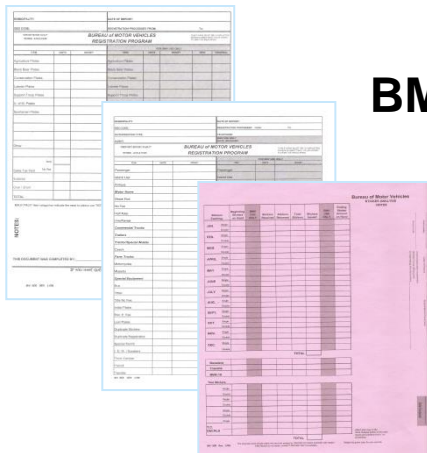
**Ext. 52163**

**for further assistance.**



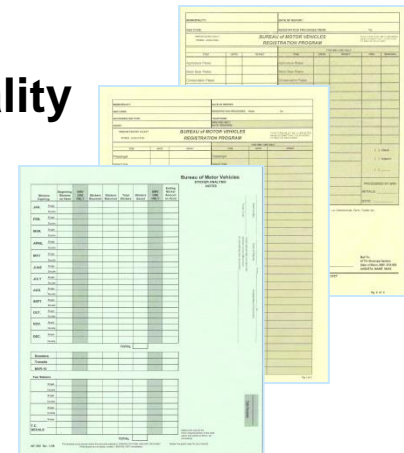
# MANUAL TOWNS

- The Cash Reporting document is six (6) pages:
  - a) Two white pages of the work analysis are to be submitted to BMV Main Office, along with;
  - b) One pink page of the sticker analysis.
  - c) Please retain the two yellow work analysis copies and the green sticker analysis copy for the municipal files.



BMV

Municipality



# FINANCIAL REPORTING OF REGISTRATIONS & PERMITS

1. Under Passengers ~ all \$35.00 passenger vehicles are to be grouped together (passenger, handicap, firefighter, Pearl Harbor survivor, etc.).
2. Island Use, Antique, Motor Home, No fee, Half-Rate, Street Rod and Rentals should be recorded in the next areas.
3. List under TRUCKS all vehicles with commercial or passenger plates with a GVW of 10,000 lbs. or more: Break down vehicles by fee under the NOTES section on bottom of page two, if necessary.
4. Trailers, Farm, and Special Equipment: Break down vehicles by fee under the NOTES section on bottom of page two, if necessary.
5. Initial Plate-only \$25.00 Fee.
6. Res#-List any reserve plate or out of rotation fees (\$15).
7. List the Duplicate Registrations issued.
8. List any transfers in the transfer category.

MUNICIPALITY:		
GEO CODE:		
AUTHORIZATION TYPE:		
AGENT:		
"DEPOSIT MONEY DAILY"		BUREAU of MO
WORK ANALYSIS		REGISTRATI
ITEM	UNITS	MONEY
Passenger → 1.	12 @ 35	420.00
Island Use	1	4.00
Antique	2	30.00
Motor Home → 2.	1 @ 21 1 @ 27	48.00
Street Rod	1	30.00
No Fee	1	0.00
Half Rate	2 @ 17.50	35.00
Hire/Rental		
Commercial Trucks 3.	3	1,225.00
Trailers → 4.	8	152.50
Tractor/Special Mobile	3	97.00
Coach		
Farm Trucks	2	143.00
Motorcycles	1	21.00
Mopeds	1	9.00
Special Equipment	3	45.00
Bus		
Titles		
Title No Fee		
Initial Plates → 5.	1	25.00
Res. # Fee → 6.	2	30.00
Lost Plates		
Duplicate Stickers →	2	0.50
Duplicate Registration 7.	2	4.00
Special Permit		
I. G. W. / Boosters		
Truck Camper		
Transit		
Transfer → 8.	2	16.00

# FINANCIAL REPORTING OF REGISTRATIONS & PERMITS

## 9. List:

**AG, AW, BB, BC, BH, CR, LB, SW, TS, and UM fees \$20.00 for new or \$15.00 for renewal, except SW Plates which are \$20.00 for New and Renewals.**

ITEM	UNITS	MONEY
Agriculture Plates	1 N	20.00
	1 RE	15.00
Black Bear Plates	1 N	20.00
Conservation Plates	1 N	20.00
	1 RE	15.00
Lobster Plates	1 RE	15.00
Support Troop Plates	1 N	20.00
	1 RE	20.00
U. of M. Plates	1 RE	15.00
Sportsman Plates	1 N	20.00
	1 RE	20.00
Other		
Refund		
Sales Tax Paid	Paid	
	No Fee	
Subtotal		
Over / Short		
<b>TOTAL</b>	<b>45</b>	<b>2,518.00</b>

# FINANCIAL REPORTING OF REGISTRATIONS & PERMITS

## Work Analysis:

- Boosters:** List the units and money. Breakdown permits by fee under the “notes section”.
- Special Permits:** List the \$27.00 special registration permit certificate.
- Transit Plates:**
  - \$ 12.00 one way
  - \$ 25.00 round trip
- Sales Tax:** Break down into Paid or No Fee categories. The yellow Use Tax Certificates and the blue Use Tax Certificates (leased vehicles) are combined.

**NOTE: Be sure to separate new plates: AG, AW, BB, BC, BH, LB, SW, TS and UM to your work when applicable.**

Special Permit	2.	1	27.00
I. G. W. / Boosters	1.	4	680.60
Truck Camper			
Transit	3.	2	37.00
Transfer		3	24.00

Conservation Plates	Re-Reg 2	30.00
	New 1	20.00
Lobster Plates		
Support Troop Plates		
U. of M. Plates	Re Reg 1	15.00
Sportsman Plates		
	PAID	NO FEE
Sales Tax Paid	4.	2
	4	2
Subtotal		306.00
Over / Short		
<b>TOTAL</b>	<b>42</b>	<b>3280.60</b>

**BOLD ITALIC** item categories indicate the need to please use "M Trailer etc.

**NOTES:**

IGV	106.00	BOOSTER	219.10
	274.00		81.50
	380.00		300.60

THIS DOCUMENT WAS COMPLETED BY:

# CASH REPORT ~ (MV300)

The gray shaded area is for the Bureau of Motor Vehicles use ONLY.

**REMEMBER to complete the work analysis and sticker analysis sheets:**

MUNICIPALITY: <b>YOUR TOWN</b> ←	DATE OF REPORT: <b>02/08/2021</b>
GEO CODE: <b>12345</b>	REGISTRATION PROCESSED FROM <b>02/03/2021</b> <b>02/08/2021</b> ←
AUTHORIZATION TYPE: <b>Truck Level</b> ←	TELEPHONE: <b>(207) 555-1234</b>
AGENT: <b>Mary McPhee</b> ←	<i>BMV USE ONLY</i> DATE RECEIVED:
"DEPOSIT MONEY DAILY" WORK ANALYSIS	BUREAU of MOTOR VEHICLES REGISTRATION PROGRAM
	THIS FORM MUST BE COMPLETED WHEN SUBMITTING YOUR WORK TO BMV AS REQUIRED.

- Name of the Municipality,
- Date of the Report,
- FROM and TO dates (the oldest piece of registration work to the most recent).
- Town Geo (Geographic) Code,
- Level of Authorization as determined by the Bureau of Motor Vehicles: Excise Tax Only, Limited New Registration, New Registration, or Truck Registration level,
- Telephone Number,
- Person completing the cash report **must** sign the report.

Your Town \_\_\_\_\_

Municipality **12345**

Town Code \_\_\_\_\_

Date of Report **02/08/2019** from **02/03/2021** to **02/08/2021**

Registration Processed \_\_\_\_\_

I have physically counted the stickers in my office prior to submitting this document \_\_\_\_\_

**Mary McPhee**

# STICKER ANALYSIS

- The beginning sticker count is taken from the Sticker Right column on the prior cash report.
- Any additional stickers received from BMV are to be added.
- If any damaged or unused stickers are returned, indicate in this column.
- Any stickers used for this cash reporting period **must** be entered in this column.
- Physical count of stickers on hand should be the same as Stickers Left column.
- Record total amount of stickers used.
- Boosters
- Transit Plates
- Temporary Plates

Stickers Expiring:	Beginning Stickers on Hand	BMV USE ONLY	Stickers Received	Stickers Returned	Total Stickers	Stickers Issued	BMV USE ONLY	Ending Sticker Amount on Hand
JAN. Single	5				5			5
Double	12				12	2		10
FEB. Single	24				24	14		10
Double	34				34	9		25
MAR. Single	5				5			5
Double	10		10		20	13		7
APRIL Single	5				5			5
Double	10				10			10
MAY Single	5				5			5
Double	10				10			10
JUNE Single	5				5			5
Double	12				12	2		10
JULY Single	5				5	2		3
Double	11				11			11
AUG. Single	5				5			5
Double	12				12	2		10
SEPT. Single	5				5	2		3
Double	8				8	2		6
OCT. Single	5				5			5
Double	7				7			7
NOV. Single	5				5			5
Double	10				10			10
DEC. Single	5				5			5
Double	10				10			10
TOTAL						48		
Boosters								
Transits								
MVR-10								
Year Stickers								
12 Single	15				15	2		13
Double	135				135	6		129
13 Single	25		20		45	5		40
Double	75		50		125	26		99
14 Single	25				25	6		19
Double								
MC COMBO								
TC DECALS	13	5			5			5
	14	5			5			5
TOTAL						45		

# FINANCIAL SORT ORDER

- **Manual towns only: Complete the Cash and Sticker Reports by stapling two sets of pink and white pages together in the upper left corner.**
  
- **For all others, bundle the following information top to bottom:**
  1. **Requests for Duplicates (MV-11), Replacement Stickers (MV- 14), Lost Plate forms (MV-9).**
  2. **Returned Plate Cards, Name Addition/Deletion forms (MV-138).**
  3. **Problem registrations with explanation attached.**
  4. **Corrections.**
  5. **Any Registrations with attachments (example: Power of Attorney, emancipated minor).**
  6. **Transfers.**
  7. **All other registrations bundled by class code.**

# FINANCIAL SORT ORDER

## **8. Yellow Use Tax certificates:**

- a. No fee Use Tax certificates (including blue lease forms). Write and circle the total number of forms in the center of the top form. Bundle and staple together. Verify units with cash report.**
- b. Paid use tax forms (including the blue leased forms). Run a calculator tape showing the amount of each form and total collected. Attach tape to the front of the upper left hand corner.**

## **9. Title applications: staple supporting documents behind the corresponding title application, and sort in CTA number order.**

## **10. Count and verify all your work.**

## **11. Do Not Fold the registration work. Mail the cash report and materials flat.**



# FORM REQUEST SHEET (MV-51)

**Date:**  
**Geo Code:**  
**Town Name:**  
**Person submitting order:**

## MUNICIPAL REQUEST FOR SUPPLIES

Complete order form and mail or fax to 624-9035  
 Please retain a copy of this order form for your records

Date: \_\_\_\_\_  
 Geo Code: \_\_\_\_\_  
 Mail To (Town Name): \_\_\_\_\_  
 Please order forms in increments of 25  
 Plates and stickers should be ordered in increments of 5.

Authorizing Signature - (Municipal Representative)

Form Name	Form #	Qty.
Lost Plate Application	MV-9	
Duplicate Registration Application	MV-11	
Duplicate Sticker Application	MV-14	
Authorization for Registration	MV-39	
Cash Report - Manual (25 per pad)	MV-300	
Application for Vanity Plates	MV-45	
Cert. of Taxes/Sewer Fees on Mobile	MV-47	
Requisition for Supplies	MV-51	
Fee Schedule for Truck & Class A Sp. Mob. Equip.	MV-60	
Antique Auto Affidavit	MV-65	
Affidavit to Reissue Suspended Registration	MV-68	
Name Addition/Deletion Form	MV-138	
Transfer Permit Application	MV-159	
Permit to Move Vehicle to Inspection Station	MVE-95	
Returned Plate Cards	MV-553	
Vehicle Registration Forms (packages of 100)	MVR-2M	
Vehicle Registration Forms (electronic - 2000)	MVR-3E	
Special Registration Permit Certificate	MVR-10	
Application for Disability Plates/Placards	PS-18	
Short Term Gross Weight Booster Permit	MV-534A	
Laws for the Operation of Commercial Vehicles	MV-173	
Red Dots (35 per sheet)	DOTS-100	
Mobile Unit/Branch Location Brochure	MV-165D	
Application for Certificate of Title	MVT-2	
Application for Duplicate Title	MVT-8	
Inspection of VIN	MVT-10	
Transfer of Ownership	MVT-16	
Affidavit of Surviving Spouse/Personal Rep	MVT-22	
Notice of Missing Document/Unusual Situation	MVT-23B	
Letter to Out of State Lienholder	MVT-30	
Odometer Information	MVT-32	
Application for Assignment of New VIN	MVT-5	
Disposition of Salvage Vehicle	MVT-103	
CDL Commercial Driver Manual	MV527	
Class C Driver Manual	MV528	
Motorcycle Rider Manual	MV529	
Driver Exam Application	MVE-64	
Commercial Driver Exam Application	MVE-64T	
Motorcycle License Application	MVE-84M	

Stickers	Doubles	Singles
January		
February		
March		
April		
May		
June		
July		
August		
September		
October		
November		
December		
Year -		
Year -		
Year -		
Combo - Motorcycle Year -		
Combo - Motorcycle Year -		

REQUIRED: Please report on hand quantity when ordering specialty plates

Plate Type	Class	Ordered	On Hand

Registration forms, stickers, plates, and certain permits are pre-numbered and MUST NOT be swapped with another municipality!

Use Tax Forms are ordered from  
 MAINE REVENUE SERVICE  
 24 STATE HOUSE STATION  
 AUGUSTA, ME 04333-0024  
 824-9883

NOTE:  
 If item requested is not listed, please  
 write in information.  
 Please call the Stockroom at 624-9030  
 with questions.

To order MUNICIPAL VALIDATION STAMPS and INK:  
 Please send written request to Audit Services.  
 Please call Audit Services at 624-9349 for current  
 pricing.

**STOCKROOM**  
**(207) 624-9030**

# FORM REQUEST SHEET (MV-51)

- **Motor Vehicle supplies are ordered from the BMV Main Office Stockroom by using the Requisition for Supplies form (MV-51). This requisition is to be used by all Municipal Agents.**
- **Remember to fill in the name of the municipality, geocode and person's name placing the order. Many orders are received without this information, resulting in NO SUPPLIES.**
- **Orders must be faxed to the BMV Main Office, Stockroom at: (207) 624-9035.**
- **In the event of an emergency or if there's no access to a fax machine, call the BMV Main Office, Stockroom at (207) 624-9030 to place the order.**
- **When ordering by phone, give the BMV Stockroom the name of the municipality and a list of the items needed. Provide the form number, which is usually found in the bottom left-hand corner of the form. For example: MV-138, MVR-60, MVT-2, etc. This helps speed up the order, as it gives the Stockroom staff an exact description of the items needed.**
- **To ensure that the supplies are sent to the correct address and person in the municipality, BMV Main Office, Municipal & Agent Services, (207) 624-9000 ext. 52163 must be notified immediately of any address changes or changes in the Tax Collector and/or Municipal Agent.**

# FORM REQUEST SHEET (MV-51)

- **Most orders are currently shipped UPS ground and can take one to five days for delivery.**
- **Validation stamps, ink, and ink pads should be ordered directly from the BMV Main Office Audit Services via a written request. Please refer to Chapter 9, Validation Stamps for additional information, or contact Audit Services at (207) 624-9349.**
- **The yellow or blue Use Tax Certificates are ordered directly from Maine Revenue Services. Contact Maine Revenue Services at (207) 624-9693.**
- **A municipality may pick up their supplies directly from the BMV Stockroom. The BMV Stockroom requires proof of municipal employment before issuing supplies to walk-in customers. Provide stockroom staff with a copy of the MV-51 that has been validated with the municipal validation stamp or a statement on municipal letterhead. If this identification is not provided, supplies will not be issued.**
- **It is never acceptable for municipalities to swap and/or loan stickers, plates or any numbered forms with any other municipality. The municipality is responsible for the numbered forms, plates and stickers they receive.**

# FORM REQUEST SHEET (MV-51)

- The range of control numbers issued for plates, stickers, decals, registration forms and permits are captured on the Inventory Transmittal sheet (MV-154). Please verify that the information is correct. Please sign the hard copy and either fax (624-9327) or mail to BMV Audit Services. A copy should be retained in your office.

Department of  
the Secretary of State  
**Bureau of Motor Vehicles**  
Inventory Transmittal

2018-012480

DATE: August 24, 2018  
USER:  
SHIP TO LOCATION:  TRANSMITTAL #: 2018-012480

ITEM	ITEM DESCRIPTION	QTY	UNIT OF ISSUE	FROM SER #	TO SER #
<input type="checkbox"/> SYD19	2019 DOUBLE STICKER	500	EACH	776391	776890
<input type="checkbox"/> SYS20	2020 SINGLE STICKER	100	EACH	9629621	9629720

Recipient Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Upon receipt, please verify the physical inventory received to the inventory transmittal. Check the appropriate box, sign, date, and then fax (624-9327) or return the transmittal in your next cash report to BMV.

Inventory received with no exceptions.  Inventory received with exceptions. Please note and describe the exceptions.

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**Please do not hesitate to call the Municipal Coordinators should you have any questions that you cannot find answers to in the Bureau of Motor Vehicles Manual.**

**(207) 624-9000 Ext. 52163**