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DEPARTMENT OF TRANSPORTATION

Driver and Vehicle Services Update

Bureau of Motor Vehicles - Research and Support Operations Section

P.O. Box 68031, Harrisburg, PA 17106-8031

This bulletin may be downloaded by visiting the Driver and Vehicle Services

Web site at www.dmv.state.pa.us

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SPECIAL EDITION

SPECIAL EXAMINATION REQUIREMENTS FOR SOME TITLE APPLICATIONS

Due to questions concerning the eligibility of certain vehicles to be titled and registered in Pennsylvania and the increase in the number of imported vehicles (especially motorcycles) coming into the Department for processing, it is necessary to implement the following procedure.

Title applications for any two or three-wheeled motorcycle, motor-driven cycle, motor scooter or motorized pedal cycle (Moped) with a vehicle identification number (VIN) that begins with the letter "L" must be forwarded to the Special Services Unit of PennDOT for examination to determine if a title may be issued. Please inform affected customers a delay in processing is likely due to this examination process.

Affected applications should be forwarded to one of the following addresses:

Via Mail:

Vehicle Inspection Division
Special Services Unit
ATTN: Special Examination
P.O. Box 69007
Harrisburg, PA 17106-9007

Via Messenger or Courier:

Vehicle Inspection Division
Special Services Unit
ATTN: Special Examination
1101 South Front Street, 3rd Floor
Harrisburg, PA 17104

All other title applications should follow normal processing procedures. Questions may be directed to the Special Services Unit at (717) 705-6991.

DEALERSHIP TITLE APPLICATION PROCEDURES

This is to clarify procedures to be followed while processing or completing title work for dealers when a dealer is applying for a dealer title with or without registration.

DEALER TITLE

When titling a vehicle in the dealership's name for the purpose of resale, the dealer may be exempt from paying sales tax if exemption reason code "01" is entered in block 1A on Forms MV-1 and MV-4ST and the appropriate dealer identification number (DIN) is entered in the space provided in Section B on Form MV-1 or in the title assignment section on the reverse side of the Pennsylvania Certificate of Title.

When the application is processed, the dealer will receive a "Title Only," and the title and vehicle record will reflect "Sales Tax Unpaid." The dealership may use its dealer registration plates when operating a vehicle titled in this manner.

DEALERSHIP TITLE APPLICATION PROCEDURES (continued)

DEALER TITLE WITH REGISTRATION

Dealers are not permitted to claim a resale exemption and register a vehicle with a regular series plate. If a dealership is submitting an application for title claiming an "01" exemption or an "0" exemption, and requesting registration plates to be transferred or issued to the vehicle, the application must be rejected for sales tax based on the vehicle's fair market value and appropriate registration fees. A dealer may not use a regular series registration plate on a vehicle titled in the dealership's name when tax was not paid on the vehicle. Should the dealer want to apply their dealer plates to the vehicle and use on a long-term basis, they will pay a use tax directly to the Department of Revenue on a monthly basis. At no time should an operator use fee exemption "21" to process a title application for a dealership when they are requesting registration plates and using sales tax exemption codes "01" or "0."