

# Driver and Vehicle Services Update Bulletin

Josh Shapiro, Governor

Mike Carroll, Secretary

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## Illegible MV-1 and MV-4ST

PennDOT is beginning to see an increasing amount of MV-1's and MV-4ST's being completed by a printer and submitted to the Department for processing that are illegible due to the printer ink being too light.

When any document that is displaying light ink gets scanned into PennDOT's Document Retrieval System, the document will display as a blank form and be completely illegible. PennDOT also has issues reviewing the completed forms when the ink is too light. It is imperative, that you are checking your printouts daily to ensure they are legible prior to submitting for processing, to ensure there is no disruption of the processing and delay the turn-around of the customers' products. Any documents that continue to be received illegible may be returned for your business to resubmit a legible version of the PennDOT Form(s).

Please distribute this information to the appropriate members of your staff. Thanks for your cooperation in this matter.

Agents are required to ensure all their employees receive PennDOT's Driver and Vehicle Services update bulletins. This bulletin may be downloaded by visiting the Driver and Vehicle Services website at

[www.dmv.pa.gov](http://www.dmv.pa.gov).