



**ATTENTION: Official Inspection Stations, Quality Assurance Officers,
and Pennsylvania State Police**

BI22-01

Vehicle Inspection Division Bulletin

September 2022

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- New Campaign Inspection Stickers**
- Illegible License Plates**
- Incomplete Vehicles**
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New Campaign Inspection Stickers are available October 1, 2022

Between now and October 1, you should be careful not to order more inspection stickers than necessary to perform annual inspections through December 31, 2022, and semi-annual inspections through June 30, 2023. Please manage your sticker inventory to assure you have sufficient 2022-2023 inventory to last through December 2022 or until you receive your 2023-2024 stickers.

2023-2024 stickers may be used simultaneously with the 2022-2023 stickers. 2022-2023 stickers may be used for inspections on vehicles with expiry dates up to December 2022. 2023-2024 stickers are needed by November 1st for vehicles with a January 2023 expiry. Once you begin to use the new 2023-2024 stickers, a separate MV-431 or MV-480 must be started.

Please be aware that if your payment is made with a check returned for insufficient funds, your inspection privileges are subject to suspension in accordance with the schedule of penalties found in Section 175.51 of the Vehicle Equipment and Inspection Regulations.

Sticker order volumes are extremely high in October. Please plan your inventory to allow up to 14 business days for delivery of your inspection sticker orders.

ONLINE INSPECTION STICKER ORDERS

Online ordering of **2023-2024 safety or emissions inspection stickers begins October 1, 2022**. Please do not attempt to place online orders for 2023-2024 safety or emissions inspection stickers prior to October 1, 2022. All orders processed prior to October 1, 2022, will receive 2022-2023 safety and emissions inspection stickers.

ORDERING INSPECTION STICKERS BY MAIL

For stations that wish to continue ordering through the mail, you may place your mail-in orders now for 2023-2024 safety or emissions inspection stickers. **If you wish to order 2023-2024 safety or emissions inspection stickers, please write 2023-2024 in large numbers across the top left of your MV-436A Inspection Sticker and Insert Order Form.** Unless you indicate **2023-2024** at the top left of the form, your order will be processed for 2022-2023 stickers. MV-436A forms marked 2023-2024 will not be processed before October 1, 2022.

REMINDERS:

WHEN ORDERING STICKERS, THEY ARE ORDERED BY SHEETS, NOT BY INDIVIDUAL STICKERS. EACH SHEET CONTAINS 10 STICKERS. PLEASE REVIEW YOUR ORDER BEFORE SUBMITTING TO ENSURE THE ORDER IS CORRECT. FOR EXAMPLE, 4 SHEETS OF EMISSION STICKERS EQUALS 40 STICKERS. YOUR ORDER MAY BE REJECTED FOR EXCESSIVE QUANTITIES.

ALL AI, IM AND AO STICKERS FROM THE PRIOR CAMPAIGN, 2022-2023, CANNOT BE USED FOR ANY REASON AFTER SATURDAY, DECEMBER 31ST, 2022. FROM SUNDAY, JANUARY 1ST, 2023 THE NEW CAMPAIGN STICKERS FOR AI, IM AND AO 2023-2024, MUST BE USED FOR ALL INSPECTION TYPES. SI 2022-2023 MAY BE USED UNTIL JUNE 30, 2023.

ALL STICKERS PURCHASED ON OR AFTER OCTOBER 1ST, 2022 WILL BE NEW CAMPAIGN STICKERS (2023-2024). OLD CAMPAIGN STICKERS (2022-2023) WILL NO LONGER BE AVAILABLE FOR PURCHASE ON OR AFTER OCTOBER 1, 2022.

Instructions for Ordering Stickers Online for the First Time

If you wish to order safety or emissions inspection stickers online, but have not yet registered to do so, please see the following instructions. The vehicle inspection system allows for voluntary participation by stations to order stickers and inserts online and pay by using a credit or debit card. Access process instructions are below.

- The station owner will need to log into www.inspections.penndot.gov to begin the registration process.
- The first screen that will appear is a **Sign-in Page** with an option to register. Select **REGISTER**.
- The next page will ask, "What Type of User Are You?" Select **BUSINESS PARTNER**.
- The **Business Partner Registration: Organization Identification** page will appear. As you are not currently registered on the on-line inspection system, you are required to register the station.
- As a new user, you will need to provide your organization's information to get started. Follow the prompts to enter your organization's name (Station Name), Federal Employer Identification Number (FEIN), the City and Zip Code of where your station is located. Select the **NEXT** button and continue to answer the appropriate questions in the **User Profile Information** and **Access Selection**. Under the *Organization Role Selection*, you can select yourself or you can choose to delegate access to another person. Your justification is to "access the *Inspections Application*". Once completed, select **FINISH**. Your request will officially be submitted.

Once approved, you will receive an email notification acknowledging your participation and will be provided a temporary password, valid for only 24 hours. Check your email daily for your notification, which is sent Monday through Friday during normal office hours. You will use the login ID and temporary password for your initial access. If you have any questions, please contact the Vehicle Inspection Division at (717) 787-2895.

Illegible License Plates

In an effort to ensure that illegible license plates are replaced, please provide the following updated information to all inspection personnel regarding how to determine if a license plate is illegible and should be replaced. Previously, inspection personnel were asked to review license plates to determine if one or more of the numbers or letters cannot be recognized from 50 feet. However, additional criteria have been developed to further assist inspectors in identifying illegible license plates that should be replaced. Inspectors should continue to review license plates to determine if they are illegible during the vehicle's

periodic safety inspection (or upon request by the vehicle owner/registrant). **A license plate may be deemed illegible when one or more numbers or letters cannot be recognized from 50 feet or if the plate shows any blistering, peeling, discoloration or loss of reflectivity.** As a reminder, an illegible license plate is not cause for rejection for the purpose of the safety inspection procedure.

For those vehicles bearing an illegible license plate, please provide the vehicle owner with a completed Form MV-46, "Authorization to Replace License Plate" card signed by the inspection mechanic. The vehicle owner is then responsible for signing the MV-46 and returning it to PennDOT to obtain a free replacement plate. If the plate recommended for replacement is a "personalized" license plate, please be sure to include any spaces or dashes in the proper location on the postcard. Additional information regarding the replacement of illegible license plates can be found on PennDOT's Driver and Vehicle Services website at www.dmv.pa.gov by clicking on the *Vehicle Services* tab at the top of the screen, then *Registration Plates*. Once on the *Registration Plates* page click the *Registration Plate Reissuance FAQ* in the *Resources* box. Stations may obtain additional MV-46 forms by requesting them on form MV-436A (Inspection Sticker and Insert Order Form). Stations that order Inspection Stickers and inserts on-line may request MV-46 forms by requesting them to be sent in the remarks box on the on-line order form.

Incomplete Vehicles

An incomplete vehicle is a vehicle that is not a complete vehicle. Incomplete vehicles may also be cab-complete vehicles. This may include vehicles sold to secondary vehicle manufacturers. Incomplete vehicles need to either be completed by a second stage manufacturer and receive the new MCO or go through the enhanced inspection/modified vehicle procedure. Once the completed vehicle is titled it can be safety inspected.

Vehicle Safety Recalls

Stations are encouraged to check to see if a vehicle has any open recalls during the inspections and add that information to the work order. A link to the National Highway Transportation Safety Administration is available for stations to utilize to see if a vehicle has an open safety recall by visiting: www.nhtsa.gov/recalls.

Federal Motor Carrier Safety Administration Exemptions

If a motor-carrier vehicle is inspected with equipment installed that does not comply with the Pennsylvania Vehicle Equipment and Inspection Regulations, it should not be rejected for an inspection if there is an approved exemption request from the Federal Motor Carrier Safety Administration (FMCSA). See 75 Pa. C.S. § 4103(b) (relating to applicability of Federal Standards). These FMCSA exemptions can be found at www.fmcsa.dot.gov/regulations/federal-register-documents. Also, should you have questions on whether an exemption applies, feel free to call the Station Mechanic Unit at 717-787-2895.

Copies of previous Safety Bulletins are available to view online at www.dmv.pa.gov/safetybulletins.

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