



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

R22-01

Enhanced Vehicle Inspection Bulletin

May 2022

**TOPICS IN THIS BULLETIN: Titling Requirements & Supporting Documentation  
Subchapter K Inspection of Street Rods, Specially  
Constructed and Reconstructed Vehicles**

It has come to our attention that MV-426B applications submitted for titling are lacking the required documentation. When completing the MV-426B application use the following checklist to ensure the application packet is properly completed for processing.

**TITLING REQUIREMENTS & SUPPORTING DOCUMENTATION CHECKLIST**

Once the vehicle has successfully passed the physical inspection, the inspecting mechanic or certified document reviewer must examine the documentation presented by the vehicle owner to support titling the vehicle. **With the exception of the proof of ownership document, all attachments (e.g., photographs, weight slips, receipts, etc.) to Form MV-426B applications that are smaller than 8 1/2" x 11" must be securely affixed (taped) to 8 1/2" x 11" paper.** For the application packet to be processed it must contain:

- ☐ A completed Form MV-426B with all applicable original signatures are required. Stamped signatures are not permissible. (obsolete versions of Form MV- 426B will not be accepted. Form MV-426B may be found at our website at [www.dmv.pa.gov](http://www.dmv.pa.gov).)
- ☐ Proof of ownership in the form of:
  - Pennsylvania Certificate of Title
  - Pennsylvania Certificate of Salvage
  - Certificate of Salvage issued by another state or jurisdiction
  - Certificate of Title issued by another state or jurisdiction and indicating the vehicle was reconstructed in another state or jurisdiction. This designation may appear anywhere on the face of the certificate of title and may be referred to as Reconstructed, Rebuilt, Rebuilt Salvage, Previously Salvaged Vehicle, etc.
  - Manufacturer's Certificate of Origin or Statement of Origin (MCO/MSO) issued by a recognized manufacturer of vehicles. The MCO/MSO must be printed on security paper. **NOTE:** An MCO/MSO that indicates the vehicle is not intended for highway use (or similar designation) cannot be titled in Pennsylvania.
  - Bill of sale

**Unacceptable** forms of proof of ownership:

- Form 907A issued by the state of New York is not an acceptable proof of ownership.
- Any title, certificate of origin, statement of origin or certificate of salvage that indicates the vehicle is to be used for parts only; is not suitable to be rebuilt or titled; or is not designed, constructed or intended for use on public roadways is not acceptable proof of ownership. This includes statements of origin for all terrain vehicles (ATVs).

- ☐ Form MV-1 (Application for Certificate of Title) if the applicant's name does not currently appear on the face of the certificate of title or salvage or if a prior co-owner is to be dropped on the new title. If the certified document reviewer does not have Form MV-1 or is not a notary, the applicant should be referred to a notary or online registration business to have Form MV-1 completed. The certified document reviewer may sign off on Form MV-426B without a completed Form MV-1 attached to the application.
- ☐ Appraisal Report (for flood or recovered theft vehicles where the damage does not exceed the replacement value of the vehicle). An acceptable appraisal report must contain the following information:
  - The name and signature of the licensed appraiser;
  - The appraiser's license number;
  - The VIN of the vehicle appraised;
  - The level of damage (in dollars); and,
  - The actual cash value of the vehicle (prior to flood or theft)
- ☐ A bill of sale if the applicant's name is not displayed on the face of the certificate of title/salvage (not required for dealers who are sales tax exempt). If a salvaged vehicle was reassigned free of charge, Form MV-13ST (Affidavit of Gift) may be submitted in lieu of a bill of sale.

An acceptable bill of sale includes:

- Seller's Name
  - Seller's Signature
  - Buyer's Name
  - Vehicle Identification Number (VIN)
  - Date of Sale
  - Purchase price; and, if applicable,
  - A statement from the seller indicating the vehicle was already completed at the time of purchase and no branded title was obtained by the seller. If this information does not appear on the bill of sale, a separate statement must be signed by the seller, notarized, and contain the VIN number of the vehicle.
- ☐ A power of attorney for any person signing on behalf of a purchaser or seller, if applicable.  
**NOTE:** An "agent" signing on behalf of an employer is not required to attach a power of attorney.
  - ☐ Retention (buy-back) letter from insurance company if the vehicle was totaled and retained by the applicant for the purpose of re-titling it. This letter (on the insurance company or insurance agent's letterhead) should indicate the amount deducted from the insurance pay-off (settlement) to allow the insured to retain the vehicle.
  - ☐ Copies of all receipts for all components replaced as indicated on Form MV-426B (if required). If the applicant indicates a component was taken from another vehicle, a **copy** of the salvage certificate or title (in the name of the applicant) for the parts vehicle must be attached in lieu of a receipt.

**NOTE:** Only business entities (dealers, rebuilders, etc.) titling the vehicle in the business name may claim parts used in the reconstruction were taken from existing inventory, and therefore, no receipts are needed. If a dealer or rebuilder reconstructed a vehicle for the applicant, the parts used to complete the vehicle may be listed on the bill of sale in lieu of a receipt for the part.

- ☐ A weight slip if the correct unladen weight of a truck, trailer or truck-tractor is not listed on the Certificate of Title or Salvage.
- ☐ A detailed description (on separate 8 1/2" X 11" paper) for specially constructed, collectible, modified vehicles and street rods indicating how the vehicle was configured and assembled.
- ☐ Photographs of the vehicle showing the front, rear, left and right sides. **Photographs must be in color, signed/dated by the enhanced vehicle safety inspector and taken with the enhanced inspection station in the background of the photograph.** Additional photographs may be required for mobile homes, motor homes and collectible vehicles. Mobile home photographs do not have to be signed by an enhanced vehicle safety inspector. Signatures must be original. Stamped signatures are not permissible.
- ☐ All applicable fees. Checks and/or money orders should be made payable to Commonwealth of Pennsylvania.

Any unpaid sales tax for vehicle purchase, insurance buy-back (retention) or any items purchased without tax collected (such as online purchases).

Residents of Allegheny County must pay an additional 1% sales tax on purchases of a motor vehicle, trailer, semi-trailer, mobile home, motorboat, aircraft or similar tangible personal property. Residents of the City of Philadelphia must pay an additional 2%. When the purchaser residence is listed within the City of Philadelphia or Allegheny County, sales tax is to be calculated at 7% or 8%. If the vehicle was purchased outside Pennsylvania within the previous 6 months, the applicant must show proof of sales tax paid in the form of a sales tax receipt, notarized bill of sale or notarized letter from the seller indicating the amount of sales tax paid. Refer to Form REV 227, "Pennsylvania Sales and Use Tax Credit Chart," to determine if the customer may claim a tax credit for sales tax paid in another state.

This chart can be found online at [www.revenue.pa.gov](http://www.revenue.pa.gov).

**NOTE:** Applicants exempt from Pennsylvania sales tax will list the appropriate Sales Tax Exemption reason code in Sections 1A and/or 1B. (See exemption codes listed on the reverse side of Form MV-1.)

Sales tax is not required to be paid to PennDOT in connection with the sale of a used mobile home, regardless of whether it is permanently affixed or relocated.

- ☐ Form MV-41 if a Pennsylvania replacement Vehicle Identification Number (VIN) plate is required.

**NOTE:** Form MV-41 and the corresponding Form MV-426B must be submitted to PennDOT for processing.

## **Subchapter K, Inspection of Street Rods, Specially Constructed and Reconstructed Vehicles**

The Pennsylvania Vehicle Equipment and Inspection Regulations require the following regarding inspection of Street Rods, Specially Constructed and Reconstructed Vehicles.

### **175.211. Inspection**

A vehicle shall be inspected by a certified inspection mechanic to ensure the vehicle conforms to Vehicle Code and this title prior to titling. **The vehicle owner shall not be the inspecting mechanic.** A certificate of inspection shall not be issued upon initial inspection. After the title and registration have been issued, an inspection station shall reinspect the vehicle to make certain the vehicle still complies with this chapter and only then shall a certificate of inspection be issued. Failure to follow proper inspection procedures in either of the two inspections listed in this chapter will be reasonable grounds to suspend the station and mechanic under Subchapter D (relating to schedule of penalties and suspensions: official inspection stations and certified mechanics).

Failure to perform an Enhanced Safety Inspection as required by the Pennsylvania Vehicle Equipment and Inspection Regulations and failure to submit the required documentation with the application will result in the application being rejected from processing or title recall. Stations are required to retain a complete application package that was submitted to be processed for auditing purposes. Thank you for your attention to this matter.

**NOTE:** Unless the vehicle has been issued a certificate of title the vehicle would not be titled for highway use and should not be driven in or out for the purpose of inspection.

**As noted above, an owner of a vehicle cannot complete the enhanced safety inspection for the vehicle they own.** Additionally, the owner of the vehicle shall not have an employee complete the enhanced safety inspection.

Should you have any questions regarding these matters please reference Pub 645 Enhanced Vehicle Safety Inspection Self-Study Training and Reference Guide or you may contact the Special Services Unit at 717-705-6991.

Stephen J. Madrak, Director  
Bureau of Motor Vehicles

Laura J. Krol, Manager  
Vehicle Inspection Division