



# Dealer Plate Order and Certification of Sales Print-Only

MVD Use Only

**Vehicle Services Bureau**

P.O. Box 201431, 302 N Roberts, Helena, MT 59620-1431 Phone (406) 444-3661 Fax (406) 444-0116 • [dojdealerinfo@mt.gov](mailto:dojdealerinfo@mt.gov)

Dealer Name: \_\_\_\_\_ Dealer Number: \_\_\_\_\_

Dealer Number(s)	(A) Application Fee	(B) Dealer Plates	(C) Demonstrator Plates	(D) Motorcycle Plates	(E) ID Cards	Total A, B, C, D, and E
New or Used Vehicle Dealer		_____ set(s) @ _____ per set =  <b>May only be ordered if selling motor vehicles</b>	_____ plate(s) @ _____ per plate =  _____	_____ plate(s) @ _____ per plate =  <b>May only be ordered if selling motor cycles</b>	<b>If selling power sports vehicles (see 5 on page 2)</b> 2 cards provided with application  Additional _____ card(s) @ _____ per card =  _____ based upon previous years' power sports sales	A) _____ B) _____ C) _____ D) _____ E) _____  Total _____
<b>Used Vehicle Dealers: The sale of less than 12 retail* vehicles during the expiring license term requires an additional renewal fee of _____.</b>						_____
Wholesale Dealer		Not applicable	_____ plate(s) @ _____ per plate =  _____	_____ plate(s) @ _____ per plate =  _____	<b>If selling power sports vehicles (see 5 on page 2)</b> 2 cards provided with application  Additional _____ card(s) @ _____ per card =  _____ based upon previous years' power sports sales	A) _____ C) _____ D) _____ E) _____  Total _____
<b>Wholesale Vehicle Dealers: The sale of less than 12 wholesale** vehicles during the expiring license term requires an additional renewal fee of _____.</b>						_____
Auto Auction Dealer		Not applicable	_____ plate(s) @ _____ per plate =  _____	_____ plate(s) @ _____ per plate =  _____	<b>If selling power sports vehicles (see 5 on page 2)</b> 2 cards provided with application  Additional _____ card(s) @ _____ per card =  _____ based upon previous years' power sports sales	A) _____ C) _____ D) _____ E) _____  Total _____
Original fee						
Renewal fee (see (3) on page 2)						
Broker Dealer		Not applicable	Not applicable	Not applicable	Not applicable	_____
Courtesy plates _____ plate(s) @ _____ per set Courtesy plates are issued in accordance with MCA 61-4-130						_____
New Vehicle Dealer ONLY - Loaner plates _____ plate(s) @ _____ per set Loaner plates are issued in accordance with MCA 61-4-201						_____
<b>Subtotal</b>						_____
<b>3% Administrative Fee</b> (All fees include 3% administrative fee (automatically calculated on this form) per <a href="#">MCA 61-3-111</a> )						_____
<b>TOTAL AMOUNT DUE</b>						_____



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## Certification of Sales

When certifying the number of vehicles sold, be sure to show the total number of retail (1) and wholesale (2) sales for the current license year.

Selling Period for Current License Year	<b>Vehicle Types</b>		<b>Number of Vehicles Sold During Current License Year</b>	
From:			<b>Retail Vehicles (1)</b>	<b>Wholesale Vehicles (2)</b>
To:	New Vehicles (4)			
	Used Vehicles (4)			
	Power Sport Vehicles (5)			

- (1)** Montana Code Annotated (MCA) 61-4-201 defines "retail sale" as the sale of [a vehicle] by a dealer to a person for purposes other than resale. A transfer between a dealer, wholesaler, or auto auction and another dealer, wholesaler, or auto auction is not a retail sale and will not be considered as a retail sale.
- (2)** A wholesale sale is the sale of a used motor vehicle, motorcycle, power sports vehicle, or trailer to a dealer, auto auction, or another wholesale dealer.
- (3)** Dealers who hold an Auto Auction license must provide a list of all employees who are eligible to use the demonstrator plates.
- (4)** A new or used vehicle consists of the following vehicle types: bus, motor home, sport utility, street legal motorcycle, passenger car, street legal quadricycle, special mobile, trailer, travel trailer, truck, and van.
- (5)** Power sport vehicle includes a motorboat, a personal watercraft, a snowmobile, or a motorcycle/quadricycle for off-highway use only.

### **Certification**

I \_\_\_\_\_ hereby certify under penalty of law (MCA 45-7-203 Unsworn Falsification to Authorities) that on this date \_\_\_\_\_:

- I am the person whose name appears above
- The statements made and information contained on this form are true and correct to the best of my knowledge, information and belief
- If signing for a business entity or trust, I have full authority to do so
- I authorize the insurance company to release all general liability insurance policy information to the state of Montana, Title and Registration Bureau
- My name, as it appears above, is intended for the purposes of this document to be my genuine signature and acknowledgment of this form.
- Electronically sign here to submit via email..... \_\_\_\_\_  
Electronic signature of owner/corporate officer
- Or print and sign below if scanning, faxing, or mailing form.

Signature of owner/corporate officer **(If corporate officer, give title)** *(This is my legal signature)*

Date