



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

Dealer Name: _____ **Dealer Number:** _____

If your renewal application is not received in the VSB office by your renewal schedule date, new plates must be ordered.

Dealer Number(s)	(A) Application Fee	(B) Dealer Tabs/Plates	(C) Demonstrator Tabs/Plates	(D) Motorcycle Tabs/Plates	(E) ID Cards	Total A, B, C, D, and E
New or Used Vehicle Dealer	Per quarter	___ tab(s) @ per set per quarter = May only be ordered if selling motor vehicles	___ tab(s) @ per plate per quarter = May only be ordered if selling motorcycles	___ tab(s) @ per plate per qtr = May only be ordered if selling motorcycles	If selling power sports vehicles 2 cards provided with application	A) _____ B) _____ C) _____ D) _____ Total _____
Use this line to order additional, new, or replacement plates for renewal year		___ set(s) @ per set = May only be ordered if selling motor vehicles	___ plate(s) @ per plate = May only be ordered if selling motor cycles	___ plate(s) @ per plate = May only be ordered if selling power sports	___ card(s) @ per card =	B) _____ C) _____ D) _____ E) _____ Total _____
Used Vehicle Dealers: The sale of less than 12 retail* vehicles during the expiring license term requires an additional renewal fee of _____ per quarter.						
Wholesale Dealer	Per quarter	Not applicable	___ tab(s) @ per plate per quarter = _____	Not applicable	Not applicable	A) _____ C) _____ Total _____
Use this line to order additional, new, or replacement plates for renewal year			___ plate(s) @ per plate = _____	Not applicable	Not applicable	C) _____ Total _____
Wholesale Vehicle Dealers: The sale of less than 12 wholesale** vehicles during the expiring license term requires an additional renewal fee of _____ per quarter.						
Auto Auction Dealer Original Fee OR Renewal	Per quarter	Not applicable	___ tab(s) @ per plate per qtr = _____	___ tab(s) @ per plate per qtr = _____	If selling power sports vehicles 2 cards provided with application	A) _____ C) _____ D) _____ Total _____
Use this line to order additional, new, or replacement plates for renewal year		Not applicable	___ plate(s) @ per plate = _____	___ plate(s) @ per plate = May only be ordered if selling motor cycles	___ card(s) @ per card = May only be ordered if selling power sports	C) _____ D) _____ E) _____ Total _____
Broker Dealer	Per quarter	Not applicable	Not applicable	Not applicable	Not applicable	_____
Courtesy plates are issued in accordance with MCA 61-4-130						
Use this line to order tabs for courtesy plates currently assigned to your dealership _____ tab(s) @ _____ per set per quarter = _____						
Use this line to order additional, new, or replacement courtesy plates _____ plate(s) @ _____ per set = _____						
TOTAL AMOUNT DUE						_____

---- Page 2 must also be completed when renewing your dealer license ----



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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	Vehicle Types		Number of Vehicles Sold During Current License Year	
From:			Retail Vehicles (1)	Wholesale Vehicles (2)
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.
- Sign and date below.

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

Date