

Department of Motor Vehicles  
 Agency of Transportation  
 dmv.vermont.gov

 120 State Street  
 Montpelier, Vermont 05603-0001  
 802.828.2038

**DEALER INFORMATION**

<b>ORGANIZATION</b>	<b>DEALER TYPE</b> <small>(Check the type(s) of renewal)</small>		
<input type="checkbox"/> Individual <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation	<input type="checkbox"/> All-Terrain Vehicle (ATV) <input type="checkbox"/> Auction (ACD) <input type="checkbox"/> Farm Equipment (DLF) <input type="checkbox"/> Finance Car (FCD)	<input type="checkbox"/> Highway Building Equipment (DLH) <input type="checkbox"/> Motorboat (MBD) <input type="checkbox"/> Motorcycle/Motor-Driven Cycle (DLM) <input type="checkbox"/> New Car (NCD)	<input type="checkbox"/> Snowmobile (SMD) <input type="checkbox"/> Trailer (DLT) <input type="checkbox"/> Used Car (UCD) <input type="checkbox"/> Non-Franchised Zero-Emission Manufacturer (EV)
Legal Name of Dealership		Public Name of Dealership	
<b>Mailing Address</b> <small>If PO or Private Box, fill in "Physical Address" below</small>		City	State
<b>Physical Address</b> <small>NO PO or Private Box. Physical Address Will Be Printed On Your License</small>		City	State
Phone Number(s)	Federal ID Number	Vermont Tax ID Number	Dealer Number
Email Address	Title	Custodian of Documents	

**List the complete name/s of officers, owners, partners, and corporate officers, including the license number, title, and date of birth.**

Name	Position/Title	Date of Birth	License #

As a Dealer, I certify that I either own the property and building where my dealership is located, or they are leased and:

- a. the lease expires on (mm/dd/yyyy) \_\_\_\_\_, or  Lease  Own  
 b. the lease is subject to automatic renewals every \_\_\_\_\_ years until 20\_\_\_\_\_.

 As a dealer, you are required to provide and maintain your schedule of operations. In the space below, list your business hours and days during which you will be operating. **Note:** Must be open 146 days a year. Six (6) hours per day with a minimum of four (4) hours between 6 am – 6 pm.

**DEALER PLATES**

Type of Dealer Registration	Registration Fee		Initial # of Plates Issued	Each Additional Plate	# of Plates Needed	Fee Sub-Total
	One Year	Two Year				
All-Terrain Vehicle	\$75.00	\$150.00	1	\$6.00		
Auction	\$603.00	\$1,206.00	3	\$66.00		
Farm Equipment	\$94.00	\$188.00	2	\$12.00		
Finance Car	\$603.00	\$1,206.00	3	\$66.00		
Highway Building. Equipment	\$148.00	\$296.00	2	\$30.00		
Motorboat	\$42.00	\$84.00	1	\$12.00		
Motorcycle/Motor-Driven Cycle	\$75.00	\$150.00	3	\$10.00		
New Car*	\$603.00	\$1,206.00	3*	\$66.00		
Non-Franchised Zero-Emission Manufacturer*	\$603.00	\$1,206.00	3*	\$66.00		
Snowmobile	\$66.00	\$132.00	1	\$6.00		
Trailer*	\$148.00	\$296.00	3*	\$10.00		
Used Car*	\$603.00	\$1,206.00	3*	\$66.00		

\*See number 2 on the next page.

<b>Total</b>	
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1. Allowable amount of dealer plates based on sales:
 

a) Under 20 sales: 0 additional plates	f) 500–500-749 sales: up to 27 additional plates
b) 20–49 sales: 1 additional plate	g) 750–750-999 sales: up to 37 additional plates
c) 50–99 sales: up to 5 additional plates	h) 1,000-1,499 sales: up to 47 additional plates
d) 100–100-249 sales: up to 12 additional plates	i) 1,500 or more: up to 57 additional plates
e) 250–250-499 sales: up to 17 additional plates	
2. If the issuance of additional plates is authorized, up to five plates shall be provided free of charge, and the Commissioner shall collect appropriate fees for each extra plate thereafter.
3. **Bonding Information:** New and Used Car Dealers are annually required to provide a surety bond, letter of credit, or certificate of deposit. Refer to the bond information below to determine the amount required and attach the item obtained to this application—**bond is to be submitted after approval/training by an investigator.** Use the following scale based on annual car/truck sales to determine the bond amount, letter of credit, or certificate of deposit required to be posted before issuance of license or renewal. Dealer bonds must remain in effect for the dealer registration year and one year thereafter.
 

a) New applicant \$35,000	c) 25-100 vehicles \$25,000	e) 251 or more vehicles \$35,000
b) Under 25 vehicles \$20,000	d) 100-250 vehicles \$30,000	
4. Renewal application must include proof of insurance as provided in 23 VSA § 800.

<b>Vermont Mandatory “Good Standing” Declarations</b> (Pursuant to 4 V.S.A. §1110c, 15 V.S.A. §795, and 32 V.S.A. §3113b you are required to answer the following)	
Child Support	Child Support Orders, 15 V.S.A. § 795c: As of the date of this application: <b>(you must check one)</b>
	<input type="checkbox"/> I am not subject to a child support order; OR
	<input type="checkbox"/> I am subject to a child support order and am in good standing or in full compliance with a plan to pay; OR
	<input type="checkbox"/> I am subject to a child support order and am <b>not</b> in good standing or in full compliance with a plan to pay.
Vermont Taxes	Tax Compliance, 32 V.S.A. § 3113b: As of the date of this application: <b>(you must check one)</b>
	<input type="checkbox"/> No taxes are due and payable and all required returns have been filed; OR
	<input type="checkbox"/> I have never lived or worked in Vermont and do not owe Vermont taxes; OR
	<input type="checkbox"/> The liability for any taxes due and payable is on appeal; OR
	<input type="checkbox"/> I am in compliance with a payment plan approved by the Vermont Department of Taxes; OR
	<input type="checkbox"/> I am <b>not</b> in good standing with the Vermont Department of Taxes or in full compliance with a plan to pay.
Judicial Bureau	Unpaid Judgments, 4 V.S.A. § 1110b&c: As of the date of this application: <b>(you must check one)</b>
	<input type="checkbox"/> I do not have any unpaid judgments
	<input type="checkbox"/> I am in good standing with respect to any unpaid judgment issued by the judicial bureau or district court for fines or penalties for a violation or criminal offense; OR
	<input type="checkbox"/> I am <b>not</b> in good standing with respect to any unpaid judgment issued by the judicial bureau or district court for fines or penalties for a violation or criminal offense.

I, the undersigned, declare that I am the owner herein described and hereby apply for registration. I certify that the statements on this application are true and correct to the best of my knowledge. This declaration is made under penalties of 23 VSA § 202 & 203.

Name of Firm/Business		
Applicant Signature	Applicant Printed Name	Date
Inspector Signature	Inspector Printed Name	Date

DMV Official Use Only - DO NOT COMPLETE this section		
License No./PID:	Check No.:	Date Issued:



Year Ending: \_\_\_\_\_

Dealer #: \_\_\_\_\_

Name: \_\_\_\_\_

Intransit Plates on Hand		

Metal Plates on Hand		

Dealer Plates on Hand		

I certify that the information herein is true. This declaration is made under penalties of 23 V.S.A. § 202.

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



Department of Motor Vehicles  
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**Motor Vehicle Dealer Bond**

120 State Street  
 Montpelier, Vermont 05603-0001  
 802.828.2038

**The bond, letter of credit or certificate of deposit shall remain in effect for the pending registration year and one year thereafter.**

KNOW ALL PERSONS BY THESE PRESENT, that we \_\_\_\_\_ as Principal, and \_\_\_\_\_ a corporation organized and existing under the laws of the State of \_\_\_\_\_ having its principal place of business at \_\_\_\_\_ being authorized to do business in the State of Vermont, as Surety, are held and firmly bound unto the State of Vermont, in the penal sum of \$\_\_\_\_\_ for payment of which, well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION of the above obligation is such that WHEREAS the principal has applied for the issuance of a Motor Vehicle Dealer’s registration and presents this bond in accordance with the statute.

NOW THEREFORE, if the aforesaid Principal shall faithfully comply with the provisions of the State of Vermont statutes applicable to new motor vehicle dealers and used motor vehicle dealers and shall indemnify the State of Vermont or any person dealing or transacting business with the principal for any loss sustained by the State of Vermont or by any person by reason of the failure of the Principal to remit, to the Commissioner of Motor Vehicles, fees collected pursuant to 23 V.S.A. Chapters 7 and 21 or 32 V.S.A. Chapter 219, then this obligation to be void, otherwise, to remain in full force and effect.

The aggregate liability of the Surety of all persons shall, in no event, exceed the amount of this bond during any one registration period.

This bond covers any breach of the above-stated obligations occurring during the bonding period, prior to the effective date of cancellation or termination of the bond. Any claim under this bond must be made to the Surety within one year after the Principal ceases, for any reason, to be licensed or one year after the effective date of cancellation or termination of this bond, whichever comes first.

The bond shall be effective \_\_\_\_\_ and shall expire \_\_\_\_\_.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_

County of \_\_\_\_\_ and state of \_\_\_\_\_

\_\_\_\_\_  
 PRINCIPAL  
 BY: \_\_\_\_\_  
 WITNESS

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_, at \_\_\_\_\_

County of \_\_\_\_\_ and state of \_\_\_\_\_

\_\_\_\_\_  
 SURETY  
 BY: \_\_\_\_\_  
 WITNESS

## **I. DEFINITIONS**

As used in these rules, the following definitions shall apply:

- A. “New car dealer” shall have the same meaning as in 23 V.S.A. § 4 (8):
- B. “Used car dealer” shall have the same meaning as in 23 V.S.S. § 4 (8):
- C. “Required Period” shall mean the registration period established by 23 V.S.A. § 452 for which an application is being made plus one year.
- D. “Commissioner” shall mean the Commissioner of Motor Vehicles.
- E. “Non-franchised zero-emission manufacturer” shall have the same meaning as in 9 V.S.A. § 4085 (18):

## **II. DEALER REGISTRATION**

- A. A new or used car dealer registration shall not be issued unless the dealer has provided the Commissioner with a surety bond issued by an entity authorized to do business in Vermont in an amount set forth in subsection B of this section.
- B. The amount shall be based upon the dealer’s sales in the year prior to the year for which the application is being made, or in the case of a 2 year dealer registration the previous two years as follows:
  - 1. Less than 25 vehicles                      \$20,000
  - 2. 25 to 100 vehicles                         \$25,000
  - 3. 101 to 250 vehicles                        \$30,000
  - 4. 251 or more vehicles                      \$35,000
- C. If the applicant was not registered as a dealer in the year immediately prior to the year for which the application is being made, the amount shall be \$35,000.00.

## **III. FORM REQUIREMENTS**

### **Bonds**

- 1. Forms shall be available upon request from the Commissioner
- 2. Only such forms or identical forms independently produced shall be used.

## **IV. PURPOSE/LIABILITY**

Such bonds shall be available to provide the indemnity required by 23 V.S.A. § 453 (g).



The bond, letter of credit or certificate of deposit shall remain in effect for the pending registration year and one year thereafter.

KNOW ALL PERSONS BY THESE PRESENT, that we \_\_\_\_\_ as Principal, and \_\_\_\_\_ a corporation organized and existing under the laws of the State of \_\_\_\_\_ having its principal place of business at \_\_\_\_\_ being authorized to do business in the State of Vermont, as Surety, are held and firmly bound unto the State of Vermont, in the penal sum of \$\_\_\_\_\_ for payment of which, well and truly to be made, we bind ourselves, our heirs, executors, administrators, successors and assigns, jointly and severally, firmly by these presents.

THE CONDITION, of the above obligation is such that WHEREAS the principal has applied for the issuance of a Motor Vehicle Dealer’s registration and presents this bond in accordance with the statute.

NOW THEREFORE, if the aforesaid Principal shall faithfully comply with the provisions of the State of Vermont statutes applicable to new motor vehicle dealers and used motor vehicle dealers and shall indemnify the State of Vermont or any person dealer or transacting business with the principal for any loss sustained by the State of Vermont, or by any person by by reason of the failure of the Principal to remit, to the Commissioner of Motor Vehicles, fees collected pursuant to 23 V.S.A. Chapters 7 and 21 or 32 V.S.A. Chapter 219, then this obligation to be void, otherwise, to remain in full force and effect.

The bond shall be effective \_\_\_\_\_.

The aggregate liability of the Surety of all persons shall, in no event, exceed the amount of this bond during any one registration period.

This bond covers any breach of the above-stated obligations occurring during the bonding period, prior to the effective date of cancellation or termination of the bond. Any claim under this bond must be made to the Surety within one year after the Principal ceases, for any reason, to be licensed or one year after the effective date of cancellation or termination of this bond, whichever comes first.

Dated this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_.

\_\_\_\_\_  
PRINCIPAL

BY: \_\_\_\_\_

\_\_\_\_\_  
WITNESS

\_\_\_\_\_  
SURETY

BY: \_\_\_\_\_

\_\_\_\_\_  
WITNESS

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