

Procedures Manual

STATE OF SOUTH DAKOTA
MOTOR VEHICLE DIVISION

Mission Statement

Department of Revenue

Serving South Dakota to provide fair, efficient, and reliable revenue administration with our partners to help fund public service statewide.

Motor Vehicle Division

To provide prompt and courteous customer service to all stakeholders, while administering the motor vehicle laws of South Dakota.

South Dakota Official State Homepage



South Dakota Official State Homepage <http://sd.gov/default.aspx>



South Dakota Department of Revenue (SD DOR)

<http://dor.sd.gov/>



SD DMV Customer Portal <https://mysdcars.sd.gov>

Insufficient Funds or No-Account Check

- A. The division may suspend a license, title, or registration and issue the county a credit if the check used to pay for the mot or vehicle's fees is dishonored.
- B. Distress warrant must be issued to recover license plates or tags issued if a purchaser purchased the plates or tags or paid the excise tax or any title fees with an insufficient funds or no-account check.
 - 1. If the check is not made good within 30 days, and the sheriff is unable to collect, the county treasurer must report it to the state's attorney for prosecution.
- C. At this point, the division will suspend such registration, title, or license and credit the county.
 - 1. To request suspension and receive credit, submit a statement of the facts along with a refund invoice.
 - a. The statement should document the above process, including the dates, title number, bad check information, distress warrant, whether the plates have been collected, and when it was turned over for prosecution.
- D. In addition to the statement, please attach copies of the following:
 - 1. Bad check.
 - 2. Dishonored check notice.
 - 3. Certified return receipt card.
 - 4. Returned distress warrant.
- E. A record cannot be suspended if the title has already been transferred or repossessed, or the dishonored check is not in a title owner's name.
 - 1. A suspension does not prevent the sale of the vehicle, if the vehicle is later sold, the record suspension will be removed.
 - 2. A \$40 fee is added to the MVD fees for collection of an insufficient fund check.
- F. If collection is made on the dishonored check, this is entered on to the system and the documents stating the title number(s) , specific fee(s) and circumstances must be submitted.

Driver's Privacy and Protection Act

What is the Driver's Privacy Protection Act?

Law enacted by Congress in 1994 to restrict state governments from disclosing personal information about any persons' or entities' motor vehicle records

The DPPA is a Federal law paralleled with State law

Enforced by S.D.C.L. [32-5-143—32-5-150](#)

Why was the DPPA enacted?

- The DPPA was enacted to protect personal information from being available to the public after a local DMV provided an address of an individual who was stalked and murdered.

The DPPA restricts the following:

- Use of vehicle plate number or VIN to search owner's name
- Use of the name of a driver to find the mailing or physical address of the driver
- A search for names and addresses of previous owners of a vehicle

Authorization of Release of Information:

- In South Dakota there are eight (8) exceptions to disclosing personal information from motor vehicle records
- The 8 exceptions are the "qualifications" listed in **Section C** of the South Dakota DPPA form:
 1. For use by the record holder, or by the record holder's direct authorization
 2. For use by any government agency (NO FEE ASSESSED)
 3. For use by any legitimate business to carry out normal functions, but only to:
 - a. To verify accuracy of personal information submitted by the individual
 - b. To obtain the correct information (if what was submitted is incorrect) to prevent fraud, pursue legal action, or recover debts from the individual
 4. For use in civil, criminal, administrative, or arbitral legal processes leading up to court proceedings
 5. For use by insurers or their agents in connection with claims investigation activities, anti-fraud activities, rating, or underwriting
 6. For use by licensed removal agencies to notify owners of towed, impounded, or abandoned vehicles (NO FEE ASSESSED)
 7. For use by any licensed private investigative agency
 8. For use by any employer to obtain or verify CDL information (Driver Licensing and DOT use this one)

Requests Available and Fees:

- Record Search \$2.00
- Title History & Damage Disclosure \$5.00
- DPPA requests can be emailed to DPPA@state.sd.us [32-3-30.2](tel:32-3-30.2) [32-3-67](tel:32-3-67)

DPPA form-Removal Agencies, Mechanics



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

Form #1200

DPPA: Removal Agencies, Storage Facilities, and Mechanics Vehicle Information Request

A Instructions Complete this form in its entirety to ensure a prompt response, incomplete forms can result in a rejection of your request. Responses will be sent by email or via US mail. Responses will not be faxed. Requests made by out-of-state businesses must be accompanied by a copy of a business license issued by your state.

B Requestor's Information
Business Name: _____ * FEIN: _____ *
SD Sales Tax License Number: _____ Address: _____ *
City: _____ * State: _____ * Zip Code: _____ *
Contact Person: _____ * Email Address: _____ * Phone #: _____ *

C Vehicle Requested
Year: _____ * Make: _____ * Model: _____ * Plate Number: _____
Title Number: _____ Title State: _____ VIN/HIN: _____ *

D Authorization for Release
Please select which scenario applies from the list below:
 We are a South Dakota based towing agency requesting the name and address of any titled owners or lienholders to provide them with notification that this vehicle has been towed and/or impounded.
 We are a South Dakota based storage facility requesting the name and address of any titled owners and lienholders to provide them with notification that this vehicle has been abandoned in our storage facility.
 We are an out-of-state towing agency requesting the name and address of any titled owners or lienholders to provide them with notification that this vehicle has been towed and/or impounded. **We have attached a copy of our business license.**
 We are a South Dakota based vehicle repair business requesting the name and address of any titled owners or lienholders to provide them with notification of our intent to obtain a title as the result of an unpaid repair bill.
 We are an out-of-state vehicle repair business requesting the name and address of any titled owners or lienholders to provide them with notification of our intent to obtain a title as the result of an unpaid repair bill. **We have attached a copy of our business license.**
 Other (please describe): _____

E Unsworn Declaration
In requesting and using this information, I acknowledge that this disclosure is subject to the Driver's Privacy Protection Act (Public Law 103-322) and South Dakota law. This request is made under the penalties of the law.
I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct.
Signed on this _____ Day _____ day of _____ Month _____ Year _____ at _____ Location _____ (state).
Printed Name: _____ Signature: _____ *Signature Here*
CLICK TO SIGN

DPPA Form - Government Agency or Business



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

Form #1201

DPPA: Vehicle Information Request by a Business or Government Agency

A Instructions

Complete and submit this form to your county treasurer's office or mail it to the Motor Vehicle Division at the address above. Appropriate fees must be submitted before information can be processed. Complete the form in its entirety to ensure a prompt response. Incomplete forms can result in a rejection of your request. Responses will be sent via email or US Mail. Responses will not be faxed. Requests made by out-of-state businesses must be accompanied by a copy of a business license issued by that state. **Note: Record summary (general vehicle information) fees are \$2 and title history (copy of scanned title records) fees are \$5.**

B Requestor's Information

Business Name: _____ * FEIN #: _____
SD Sales Tax License #: _____ Address: _____
City: _____ State: _____ Zip Code: _____
Contact Person: _____ * Phone #: _____ *
Email Address: _____ *

C Information Requested

Year: _____ Make: _____ Model: _____
Title Number: _____ VIN/HIN: _____
Name and Address: _____ DL/SSN: _____

D Authorization for Release

Please select which scenario applies from the list below: Record Summary Title History

- I work for a government agency or law enforcement and I need the information described above for use in my job.
- I am a business owner or employee and I am requesting vehicle information to verify personal information given to me by someone that works for me.
- I am a business owner or employee and I am requesting record information to obtain information to prevent fraud, pursue a legal remedy, or collect on a debt involving the record holder.
- I am requesting vehicle information for use in a current or future legal proceeding or for use by a licensed private investigator.
- I represent an insurer and I am requesting information for claims investigation, to prevent fraud or for rating and underwriting.

Amount Due: \$0.00 _____

E Unsworn Declaration

In requesting and using this information, I acknowledge that this disclosure is subject to the Driver's Privacy Protection Act (Public Law 103-322) and South Dakota law. This request is made under the penalties of the law.

I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct.

Signed on this _____ Day * day of _____ Month * Year * at _____ Location * (state).

Printed Name: _____

Signature: Signature Here

CLICK TO SIGN

DPPA Form - Private Individuals



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

Form #1202

DPPA: Private Individual Vehicle Information Request

A Instructions

Complete and submit this form to your county treasurer's office or mail it to the Motor Vehicle Division at the address above. Appropriate fees must be submitted before information can be processed. Complete the form in its entirety to ensure a prompt response. Incomplete forms can result in a rejection of your request. Responses will be sent via email or US Mail. Responses will not be faxed.

Note: Record summary (general vehicle information) fees are \$2 and title history (copy of scanned title record) fees are \$5.

B Requestor's Information

Name: _____* SD DL # or SSN: _____
Address: _____ City: _____ State: _____ Zip Code: _____
Contact Person: _____ Email Address: _____* Phone #: _____

C Information Requested

Year: _____* Make: _____* Model: _____*
Title Number: _____ Title State: _____ VIN/HIN: _____*
Name and Address: _____ SD DL # or SSN: _____

D Authorization for Release

- Please select one scenario that applies from the list below: Record Summary Title History
- I am a private individual requesting my own information.
 - I am a private individual requesting information on a vehicle that was left on my property when I purchased the property. I have included a copy of the deed, showing when the property was transferred into my name.
 - I am a private individual requesting another person's information. I have included a bill of sale or a signed affidavit from the person allowing me access to their information.
 - I am private individual requesting information for use in legal proceedings.
 - Other (please describe): _____

E Unsworn Declaration

In requesting and using this information, I acknowledge that this disclosure is subject to the Driver's Privacy Protection Act (Public Law 103-322) and South Dakota law. This request is made under the penalties of the law.

I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct.

Signed on this _____ Day* day of _____ Month* Year* at _____ State* (state)

Printed Name: _____* Signature: _____

Signature Here

CLICK TO SIGN

Name on Credit Card for online payment: _____*

Amount Due: \$0.00

Motor Vehicle Schedule

Certificate of title	\$10
Interest: All will be assessed from purchase date, regardless of when an applicant applies for title and registration. *	The system will automatically assess interest at the rate of 1 % on any application made after 45 days from the date of purchase. *
Penalty: All fees will be assessed from purchase date, regardless of when an applicant applies for title and registration. **	In addition to the interest, a 10% penalty or \$10 fee, whichever is greater, will automatically be applied against an application made 60 days from the purchase date. **
Written requests for damage disclosure information	\$5
Written requests for title histories	\$5
Duplicate title	\$10
Repossession title	\$10
Lien notation	\$10
Lien cancellation	No fee
Issuance and attachment of assigned serial number	\$25
License plate mailing fee (per set)	\$7.50
Decal mailing fee (per set)	\$1.50
License plate reassignment fee	\$5.00
Fee charged for dishonored check	\$40.00

Interest and Penalty (applies to motor vehicle excise tax and 4% initial registration fee). All fees are assessed from purchase date regardless of when an applicant applies for title and registration.

*The system automatically assesses interest on the tax owed for each month or part thereof for which the tax payment is late at the rate of 1 % or \$5, whichever is greater, for the first month; and 1 % per month thereafter on any application made after 45 days from the date of purchase. (Interest is not calculated on interest.)

**A one-time penalty equal to 10% of the tax or \$10, whichever is greater, is automatically applied against any application made after 60 days from the purchase date.

Boats

BOAT FEE SCHEDULE

Annual Fee

Non-motorized Boats Over 12' and Boats Propelled Only by Electric Motors	\$15 Fee
Motorboats Under 19' (includes ski jets)	\$25 Fee
Motorboats 19' and Over	\$45 Fee
Temporary fishing tournament boat license (10 consecutive dates)	-----\$50

OTHER FEES

Certificate of Title (Boat Over 12' in Length and All Motorized Boats)\$10
Lien Fee	\$10 for each lien noted
Duplicate Title	\$10
Transfer of Boat Ownership (Boats exempt from titling)\$3 (Fee is Submitted to Division of Motor Vehicles)
Registration (CT administrative fee assessed on each boat licensed)\$1 (Fee is Retained)
Duplicate Registration	\$2 (Fee is Retained by the County)
Duplicate Boat Decals	\$3 (\$1 of This Fee is Retained by the County)
Written Requests for Damage Disclosure Information	\$5
Mailing Fees -----	-----\$1.50 per decal

Interest and Penalty (applies to 3% boat excise tax). All fees are assessed from purchase date regardless of when an applicant applies for title and registration.

The system automatically assesses interest on the tax owed for each month or part thereof for which the tax payment is late at the rate of 1% or \$5, whichever is greater, for the first month; and 1% per month thereafter on any application made after 45 days from the date of purchase. (Interest is not calculated on interest.)

A one-time penalty equal to 10% of the tax or \$10, whichever is greater, is automatically applied against any application made after 60 days from the purchase date.

Motorcycle/Off-road vehicle

Motorcycle Fee Schedule (post 04/01/2015)

Engine	Age	Fee/Month	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
<350CC	0-9 YRS	1.50	1.50	3.00	4.50	6.00	7.50	9.00	10.50	12.00	13.50	15.00	16.50	18.00	19.50	21.00	22.50	24.00	25.50	27.00
	10+ YRS	1.05	1.05	2.10	3.15	4.20	5.25	6.30	7.35	8.40	9.45	10.50	11.55	12.60	13.65	14.70	15.75	16.80	17.85	18.90
>350CC to 1,000CC	0-9 YRS	1.75	1.75	3.50	5.25	7.00	8.75	10.50	12.25	14.00	15.75	17.50	19.25	21.00	22.75	24.50	26.25	28.00	29.75	31.50
	10+ YRS	1.23	1.23	2.45	3.68	4.90	6.13	7.35	8.58	9.80	11.03	12.25	13.48	14.70	15.93	17.15	18.38	19.60	20.83	22.05
>1,000CC	0-9 YRS	2.00	2.00	4.00	6.00	8.00	10.00	12.00	14.00	16.00	18.00	20.00	22.00	24.00	26.00	28.00	30.00	32.00	34.00	36.00
	10+ YRS	1.40	1.40	2.80	4.20	5.60	7.00	8.40	9.80	11.20	12.60	14.00	15.40	16.80	18.20	19.60	21.00	22.40	23.80	25.20

Non-commercial Vehicle

Staggered Non-commercial vehicle license Fee (post 4/01/2015)

Pounds	Vehicle Age	Fee/Month	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18
1 - 2000	0 - 9 YRS	\$ 3.00	3.00	6.00	9.00	12.00	15.00	18.00	21.00	24.00	27.00	30.00	33.00	36.00	39.00	42.00	45.00	48.00	51.00	54.00
	10+ YRS	\$ 2.10	2.10	4.20	6.30	8.40	10.50	12.60	14.70	16.80	18.90	21.00	23.10	25.20	27.30	29.40	31.50	33.60	35.70	37.80
2001 - 4000	0 - 9 YRS	\$ 6.00	6.00	12.00	18.00	24.00	30.00	36.00	42.00	48.00	54.00	60.00	66.00	72.00	78.00	84.00	90.00	96.00	102.00	108.00
	10+ YRS	\$ 4.20	4.20	8.40	12.60	16.80	21.00	25.20	29.40	33.60	37.80	42.00	46.20	50.40	54.60	58.80	63.00	67.20	71.40	75.60
4001 - 6000	0 - 9 YRS	\$ 9.00	9.00	18.00	27.00	36.00	45.00	54.00	63.00	72.00	81.00	90.00	99.00	108.00	117.00	126.00	135.00	144.00	153.00	162.00
	10+ YRS	\$ 6.30	6.30	12.60	18.90	25.20	31.50	37.80	44.10	50.40	56.70	63.00	69.30	75.60	81.90	88.20	94.50	100.80	107.10	113.40
*> 6000	0 - 9 YRS	\$ 12.00	12.00	24.00	36.00	48.00	60.00	72.00	84.00	96.00	108.00	120.00	132.00	144.00	156.00	168.00	180.00	192.00	204.00	216.00
	10+ YRS	\$ 8.40	8.40	16.80	25.20	33.60	42.00	50.40	58.80	67.20	75.60	84.00	92.40	100.80	109.20	117.60	126.00	134.40	142.80	151.20

*Pickups >6000 may register gross weight

Central Office DMV

General Information Center	605.773.3541 motorv@state.sd.us
ELT	605.773.2433 Dor.dmvelt@state.sd.us
IFTA/IRP/HVUT/UCR	605.773.3314 Sdmotorcarrier@state.sd.us
Dealer Licensing	605.773.4416 dealerprogram@state.sd.us
DPPA	Dppa@state.sd.us
Emblem Decal Requests	emblem@state.sd.us
Special Plates	plates@state.sd.us
HVUT/2290's	DORform2290@state.sd.us

County Office Locations

County	Mailing Address	Physical Office Address	City, SD, Zip Code	Phone	Fax
Aurora	PO Box 97	401 N. Main St.	Plankinton, 57368	605-942-7162	605-942-7746
Beadle	450 3 rd St. SW Suite #101		Huron, 57350	605-353-8405	605-353-8406
Bennett	PO Box 606	201 State St.	Martin, 57551	605-685-6092	605-685-6311
Bon Homme	PO Box 5	300 W 18 th Ave	Tyndall, 57066	605-589-4213	605-589-4202
Brookings	520 3 rd St. Suite #100		Brookings, 57006	605-696-8250	605-696-8259
Brown	25 Market St. Suite #2		Aberdeen, 57401	605-626-7133	605-626-4010
Brule	300 S. Courtland St. Suite #108		Chamberlain, 57325	605-234-4436	605-234-4436
Buffalo	PO Box 165	112 Osman Ave	Gann Valley, 57341	605-293-3236	605-293-3240
Butte	117 5 th Ave		Belle Fourche, 57717	605-892-4456	605-892-4525

Campbell	PO Box 8	111 2 nd St. NE	Mound City, 57646	605-955- 3388	605-955-3308
Charles Mix	PO Box 339	400 Main St. E	Lake Andes, 57356	605-487- 7542	605-487-7221
Clark	PO Box 295	200 N. Commercial St.	Clark, 57225	605-532- 5911	605-532-5931
Clay	211 W. Main St. Suite #201		Vermillion, 57069	605-677- 7123	605-677-7104
Codington	14 1 st Ave. SE		Watertown, 57201	605-882- 6285	605-882-6288
Corson	PO Box 285	200 1 st St E	McIntosh, 57641	605-273- 4552	605-273-4233
Custer	420 Mt. Rushmore Rd.		Custer, 57730	605-673- 4552	605-673-8150
Davison	200 E. 4 th Ave		Mitchell, 57301	605-995- 8617	605-990-8618
Day	711 W. 1 st Ave St. Suite #206		Webster, 57274	605-345- 9510	605-345-9511
Deuel	PO Box 680	408 4 th St. W	Clear Lake, 57226	605-874- 2483	605-874-1306
Dewey	PO Box 36	710 C. St.	Timber Lake, 57656	605-865- 3501	605-865-3691
Douglas	PO Box 68	706 Braddock St.	Armour, 57313	605-724- 2318	605-724-2204
Edmunds	PO Box 68	210 2 nd Ave	Ipswich, 57451	605-426- 6801	605-426-6164
Fall River	906 N. River St.	906 N. River St.	Hot Springs, 57747	605-745- 5145	605-745-3530
Faulk	PO Box 309	110 9 th Ave S.	Faulkton, 57438	605-598- 6232	605-598-6680
Grant	210 E 5 th Ave.	210 E 5 th Ave.	Milbank, 57252	605-432- 5651	
Gregory	PO Box 437	221 E 8 th St.	Burke, 57523	605-775- 2605	605-775-2596
Haakon	PO Box 905	140 S Howard	Phillip, 57567	605-859- 2612	605-859-3850
Hamlin	PO Box 267	300 4 th St.	Hayti, 57241	605-783- 3441	605-783-3201
Hand	415 W 1 st Ave		Miller, 57362	605-853- 2136	605-853-2578
Hanson	PO Box 500	720 5 th St.	Alexandria, 57311	605-239- 4723	605-239-4296
Harding	PO Box 125	410 Ramsland St.	Buffalo, 57720	605-375- 3542	605-375-3176
Hughes	104 E Capitol Ave	104 E Capitol Ave	Pierre, 57501	605-773- 7491	605-773-7479
Hutchinson	201 W Mentor St. Room #160	201 W Mentor St. Room #160	Olivet, 57052	605-387- 4213	605-387-4209

Hyde	412 Commercial Ave SE		Highmore, 57345	605-852-2510	605-852-3178
Jackson	PO Box 279	700 Main St.	Kadoka, 57543	605-837-2423	605-837-2447
Jerauld	PO Box 346	205 S Wallace St.	Wessington Springs, 57368	605-539-1241	605-539-9125
Jones	PO Box 77	310 Main St.	Murdo, 57559	605-669-7106	605-669-7120
Kingsbury	PO Box 166	202 2 nd St. SE	DeSmet, 57231	605-854-3411	605-854-3833
Lake	200 E Center St.		Madison, 57042	605-256-7618	605-256-7624
Lawrence	PO Box 394	90 Sherman St.	Deadwood, 57732	605-578-1862	605-722-6216
Lincoln	104 N Main St. Suite #100		Canton, 57013	605-764-5701	605-764-6620
Lyman	PO Box 37	300 S Main Ave	Kennebec, 57544	605-869-2295	605-869-2295
Marshall	PO Box 130	911 Vander Horck St.	Britton, 57430	605-448-2451	605-448-2116
McCook	PO Box 278	130 W Essex Ave	Salem, 57058	605-425-2721	605-425-2534
McPherson	PO Box 110	706 Main St.	Leola, 57456	605-439-3544	605-439-3648
Meade	1300 Sherman St. Suite #107		Sturgis, 57785	605-347-5871	605-347-5925
Mellette	PO Box 228	311 E 4 th St.	White River, 57579	605-259-3151	605-259-3194
Miner	PO Box 426	N Main St. & Park Ave	Howard, 57349	605-772-4652	605-772-4203
Minnehaha	415 N Dakota Ave.		Sioux Falls, 57104	605-367-4211	605-367-6091
Moody	101 E Pipestone Ave. Suite A		Flandreau, 57028	605-997-3171	605-997-3572
Oglala Lakota	906 N River St.	906 N River St.	Hot Springs, 57747	605-745-5145	605-745-3530
Pennington	PO Box 6160	130 Kansas City St. #250	Rapid City, 57709	605-394-2163	605-394-2162
Perkins	PO Box 126		Bison, 57620	605-244-5624	605-244-7289
Potter	201 S Exene St.		Gettysburg, 57442	605-765-9403	605-765-2332
Roberts	411 2 nd Ave. E Suite 2A		Sisseton, 57262	605-698-7245	605-698-4277
Sanborn	PO Box 97	604 W 6 th St.	Woonsocket, 57385	605-796-4512	605-796-4509
Spink	210 E 7 th Ave. Suite #6		Redfield, 57469	605-472-4583	605-472-4582
Stanley	PO Box 615	40 E 2 nd Ave.	Ft. Pierre, 57532	605-223-7783	605-223-7785

Sully	PO Box 265	700 Ash Ave.	Onida, 57564	605-258-2444	605-258-2884
Todd	PO Box 587	200 E 3 rd St. Suite #203	Winner, 57580	605-842-1700	605-842-1116
Tripp	PO Box 587	200 E 3 rd St. Suite #203	Winner, 57580	605-842-1700	605-842-1116
Turner	PO Box 250	400 S Main St.	Parker, 57053	605-297-4425	605-297-5556
Union	209 E Main St. Suite #220	209 E Main St. Suite #220	Elk Point, 57025	605-356-2391	605-356-2257
Walworth	PO Box 325	4303 4 th Ave.	Selby, 57472	605-649-7737	605-649-7867
Yankton	321 W 3 rd St. Suite #107		Yankton, 57078	605-260-4400	605-260-4491
Ziebach	PO Box 68	315 Main St.	Dupree, 57623	605-365-5173	605-365-5203

From <<https://dor.sd.gov/government/county-treasurers/county-officials-can-email-our-office-for-things-that-do-not-need-an-immediate-response>. This email is great to send customer correspondence back to our office. motorinfo@state.sd.us contact-county-treasurers/>

Dealer Agents

Supervisor Lori Colberg	Watertown	605-882-5192 (office)	605-520-9360 (cell)
Jason Penticoff	Rapid City	605-394-3394 (office)	605-381-7236 (cell)
Ron Rysavy	Sioux Falls	605-367-5814 (office)	605-941-4742 (cell)
Tyanna Wachter	Sioux Falls	605-789-4694 (office)	605-295-2905 (cell)
Jason Silvernagel	Aberdeen	605-626-2249 (office)	605-216-5893 (cell)

You can email any dealer question to dealerprogram@state.sd.us



Dealer Program Supervisor

Watertown

Lori Colberg: 605-882-5192
Cell phone: 605-520-9360

Dealer Agents

Sioux Falls

■ Ron Rysavy: 605-367-5814
Cell Phone: 605-941-4742

■ Tyanna Wachter: 605-789-4694
Cell Phone: 605-295-2905

Aberdeen

■ Jason Silvernagel: 605-626-2249
Cell Phone: 605-216-5893

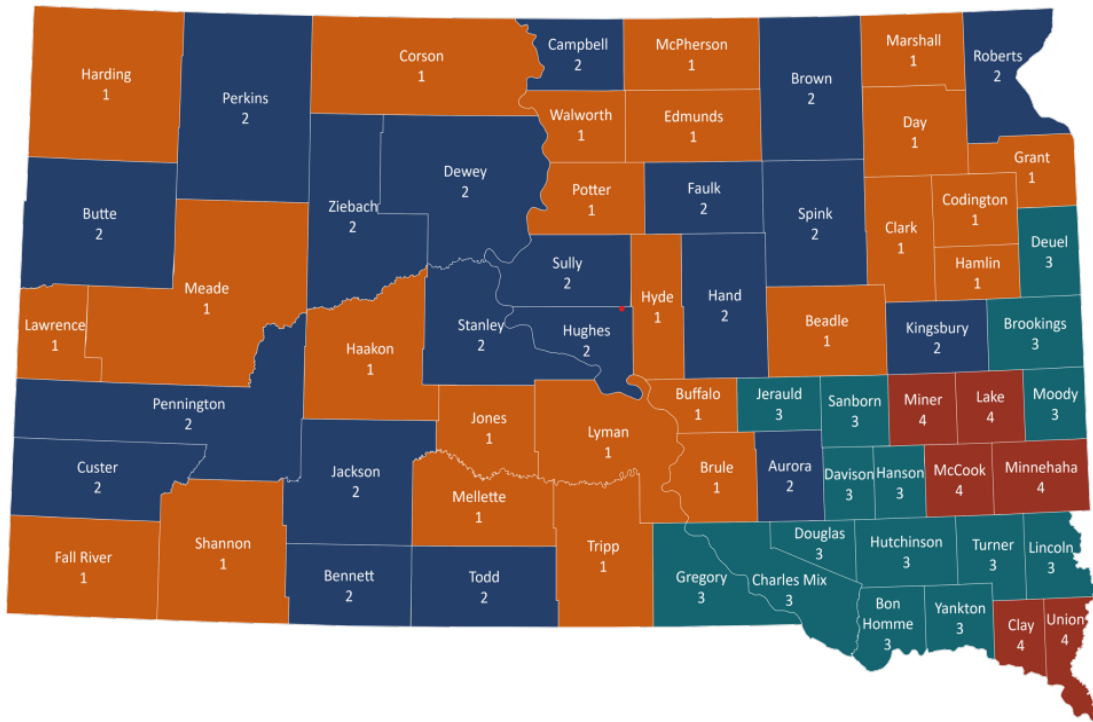
Rapid City

■ Jason Penticoff: 605-394-3394
Cell Phone: 605-381-7236



Prorate Map and Representatives

South Dakota Department of Revenue Motor Vehicle Division - Motor Carrier Services
IRP/IFTA Commercial Carrier Representative Territory Map



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Auction Agency "99" Plates

- a. A Car Dealer Auction Agency may purchase 99 plates to transport vehicles being sold at the auction to or from the place of business.

The fees for the 99 plates are determined by the Department, and additional fees are charged to mail plates and decals.

The plates are transferrable by the auction agency from one vehicle to another for transporting.

The dealer must apply for 99 plates at the county treasurer's office.

[32-6B-36.3](#); [32-6B-36.4](#)

Boat Dealer Plates

A. Boat dealers may purchase boat dealer license plates to be used on boats that are part of the dealership's inventory. **Boat dealer plates may not be used on boats that are leased or rented.**

The fees for the boat dealer plates are determined by the Department, and additional fees are charged to mail plates and decals.

Dealers are exempt from paying excise tax.

Boat dealer plates can be transferred to and from any boat that is part of the dealership's inventory.

Boat dealers must apply for boat dealer plates at the county treasurer's office.

[32-7B-10](#); [32-7B-11](#)

Consignment Sales by Dealers of Public Auctions

- A. Consignment is defined as, "The delivery of a vehicle/boat by the owner into the possession of another without transfer of title for the purpose of sale or where there is any condition that the purchaser does not have an absolute obligation to pay for the vehicle/boat or has a right to return the vehicle/boat to the seller."
- B. Public auction is defined as, "A business that is open to the public where South Dakota titled motor vehicles/boats are consigned, displayed, and auctioned to the highest bidder by an auctioneer."
- C. Auctioneer is defined as, "A person who presides over a public auction where following an initial starting price, bids are taken from 2 or more people until a final bid or price is established for a motor vehicle/boat."
- D. Any vehicle/boat dealer or public auction may sell or offer to sell South Dakota titled vehicles/boats on consignment. **No person may sell or offer to sell on consignment a motor vehicle/boat that the manufacturer's statement of origin has not been transferred.**
1. Any dealer licensed to sell motorcycles, off-road vehicles, snowmobiles, boats and boat trailers, or public auction, may sell motorcycles, off-road vehicles, snowmobiles, boats, and boat trailers on consignment from a bordering state. If the bordering state does not issue titles for the consigned unit, the owner must provide a current state registration and accompanying affidavit stating that their home state does not issue titles for the unit. A bill of sale, the registration and/or affidavit of statement must be in the possession of the consignment dealer or public auction along with the proper consignment contract.
 2. Any vehicle that is at least 20 years old and any motorcycle that is at least 30 years old may be sold at a public auction as a consignment without a South Dakota title. The vehicle must, however, be titled in the name of the seller.
 3. An out-of-state dealer may sell a vehicle that is at least 20 years old or more or a motorcycle that is at least 30 years old that is titled in the dealer's name (out -of-state title) at public auction if the dealer purchases a permit from MVD. The dealer must provide proof that the dealership is in good standing in the dealer's home state and has no outstanding dealer violations. The permit fee is \$250 if purchased before the auction and \$500 if purchased at or after the auction. A dealer in violation shall be denied a temporary permit for a period of one year from the date of the violation.
- E. A consignment sale, other than a public auction (South Dakota dealers), between dealers is prohibited.
- F. Vehicles/boats sold on consignment cannot display dealer plates or permits.

1. Valid license plates stay on the vehicle until the vehicle is sold.

- a. Upon sale of the vehicle, the seller must provide the purchaser with a seller's permit. **Dealer plates/permits are not to be used on consignment sales.**

- g. Any dealer or public auction that sells or offers to sell South Dakota titled vehicles/boats (or those exempt from having a South Dakota title) on consignment shall enter a contract with the consignor. The contract shall contain, at a minimum, the following information:

1. Name and address of consignor (owner).
 2. Name and address of consignee (dealer or auctioneer).
 3. Vehicle/boat description: title number, year, make serial/hull number.
 4. When applicable, completed odometer disclosure.
 5. Agreed upon price or range.
 6. Agreed upon amount that the owner will pay the dealer or auctioneer.
 7. Length of time vehicle/boat will be with the dealer or auctioneer.
 8. Disclosure by dealer or auctioneer that the sale is a consignment sale.
 9. Signature of owner and dealer or auctioneer.

- h. The following documents must be available at the dealership or auction prior to sale of a vehicle/boat:

1. South Dakota title in the name of the consignor.
 2. Completed and signed consignment sales contract containing information set out above
 3. When applicable, an odometer reading certified by the owner (may be included on contract).
 4. Federal FTC Buyer Guide must be displayed in vehicle being offered for sale on dealer lot.

- i. The following documents must be available at the dealership or auction upon sale of a vehicle/boat:

1. South Dakota title properly assigned by the consignor (owner).
 2. Bill of sale.
 3. Prior disbursement of proceeds if lien is indicated (lien must be satisfied and released).
 4. A violation of these provisions is a Class 2 misdemeanor.

- j. A dealer and auctioneer are required to keep the following records.

1. Dealer or auctioneer must maintain record of consignment sales for 5 years.
 2. Dealer or auctioneer must retain a copy of consignment sales contract for 5 years.

- k. A dealer or an auctioneer may not sell a vehicle/boat that has a title with a lien on it for less than the full amount of the lien, without the advance written consent of the lienholder. A dealer or an auctioneer may not release the proceeds from the sale of a vehicle/boat with a lien until the lienholder signs a release of the lien. A violation of these provisions is a Class 2 misdemeanor.
- l. Every dealer and public auction shall keep books, records, and files. A record shall be kept on every vehicle offered for sale, including the serial/hull identification number and a description of the vehicle/boat and the name and address of the owner. If the vehicle/boat is sold, the name and address of the person purchasing the vehicle/boat and the price for which it is sold.
- m. All records must be open and available to inspection by a dealer inspector.
- n. If a dealer takes a vehicle in on consignment and the vehicle does not sell and is returned to the seller, the dealer must charge the customer sales tax, when charging a fee for displaying the vehicle on the dealership lot. Since commissions are not sales taxed, in the event the dealer sells a consigned vehicle, sales tax is not assessed.
- o. If a vehicle is sold at auction, the auctioneer's commission is subject to sales tax (an auctioneer's commission is specifically taxed under statute).

Dealer "77" Plates

A. A dealer may purchase dealer 77 plates to be used on any new or used vehicle in the dealership's inventory. The 77 plates maybe used for any purpose **except vehicles for lease or hire, and wrecker or service vehicles**.

The fees for the 77 plates are determined by the Department, and additional fees are charged to mail plates and decals.

The dealer is exempt from paying 4% excise tax.

The 77 plates can be transferred to any vehicle that is part of the dealership's inventory.

The dealer must apply for dealer plates at the county treasurer's office.

[32-6B-21](#); [32-6B-22](#); [32-6B-21.1](#)

Dealer "88" Plates

A dealer may purchase "88" dealer commercial plates that can be used to transport inventory replacement vehicles, or to allow a prospective buyer for demonstration purposes for a period of 3 days. The plates cannot be used on a vehicle for lease or hire or on a wrecker or service truck.

The fee for the plate is based on the commercial fee schedule. Mailing fees are also assessed.

The dealer is exempt from paying the motor vehicle excise tax because the vehicles the plates are used on are a part of the dealership's inventory.

The plates can be transferred from one vehicle to another within the dealership's inventory.

The vehicle must comply with all provisions pertaining to overweight operations.

The commercial gross weight tonnage must be paid and the tonnage sticker affixed to the 88 plate prior to operation.

For any 88 plate licensed over 27 tons, a copy of the 2290 Heavy Vehicle Use Tax form must be submitted to dealer licensing, the form must be stamped by the IRS to be valid.

Dealers must apply for 88 plates at the county treasurer's office.

32-6B-22.1; 32-6B-22.2; 32-6B-21.1

Dealer's Car Auction Agency

a. Dealer's car auction agency includes any person, firm, limited liability company, corporation or association engaged in an auction, as defined by Chapter 59-8, of vehicles. A dealer's car auction agency license is required.

A. Sales at a dealer's car auction agency shall involve only vehicles owned by dealers and sold to dealers.

Exceptions:

1. An auction agency may sell vehicles to dealers that are owned and **titled** (in-state or out-of-state) by the following entities, if the vehicles were acquired as an incident to its regular business:

a. Any regulated lender as defined in 54-3-14 or any financing institution licensed pursuant to Chapter 54-7.

b. Any financial institution chartered or licensed in any other jurisdiction that acquires vehicles as an incident to its regular business.

1) A dealer's car auction agency may accept a vehicle for sale by a financial institution chartered or licensed in another jurisdiction in which the title is not in the name of the entity, provided the title is in the name of the customer and has the proper documentation required substantiating a repossession transaction. a) The out-of-state title must be provided.

b) An affidavit form or other such document from the state that allows the lienholder to assign the out-of-state title without obtaining a repossession title must be submitted.

c) A lienholder is required to obtain a repossession title, if from a state that requires a lienholder to obtain a repossession title prior to selling a repossessed vehicle.

c. Any insurance company authorized to do business in either this state or some other state.

B. An auction agency may also accept from any manufacturer any vehicle that is owned by the manufacturer and that has an MCO/MSO or a valid title.

1. Any vehicle with an MCO/MSO sold for a manufacturer can only be offered to the manufacturer's

franchised dealers with the same-line vehicle make. D. An auction agency may also sell vehicles owned

by any governmental entity to any member of the public.

1. A sale of these vehicles to the public may not be held on the same day as dealer sales.

E. It is a Class 1 misdemeanor for any auction agency to accept for sale any unauthorized vehicle.

F. An auction agency is required to announce, at the time of the sale, if the vehicle being offered has a title (in - state or out-of-state) that has been marked denoting any brand or damage.

1. If the auction fails to announce a title brand or damage notation, the purchaser may return the vehicle to the auction within 10 days after receiving the title and the auction agency must make full refund to the purchaser.
- G. Every auction agency shall keep books, records, and files. A record shall be kept of every vehicle offered for sale by or through the agency, including the serial numbers or identification numbers, odometer information, and a description of the vehicle and the name, address and license number of the vehicle dealer who owns the vehicle. If the vehicle is sold, the name, address and license number of the vehicle dealer purchasing the vehicle and the price for which it is sold.
- H. An auction agency shall file a bond in the amount of \$50,000 and shall have a public liability insurance policy of not less than \$300,000.
- I. Auction agency "99" license plates.
 1. The plates can be used on any vehicle being transported to or from the auction agency's place of business for the purpose of transporting a vehicle that will be sold by the auction agency.
 - a. The annual fee for a set of auction plates is \$101 effective April 1, 2015. A mailing fee of \$7.50 per set of plates and \$1.50 per set of decals is also assessed.

The plates are transferable by the auction agency from one vehicle to another vehicle for transporting purposes.

Dealer Demonstration/In-Transit Permit

- a. Any vehicle owned by a licensed dealer bearing dealers' demonstration or in-transit permits may be driven upon the streets and highways of this state for demonstration or in-transit purposes.
- b. Demonstration is defined as: the noncommercial use of a dealer owned vehicle by an employee of the dealership for any purpose in the ordinary course of business relating to the sale of the vehicle within the trade or market area of the dealership or demonstration by any prospective buyer for a period of three days. The term includes vehicles donated by a dealership to a community or organization and used for a one-day parade or event.
- c. In-transit is defined as: the noncommercial use of a dealer owned vehicle by any employee of the dealership for travel to and from any service facility, detail shop, repair shop, gas station, car wash, dealer auction, another lot owned by the dealer, a supplemental lot, temporary special event lot, temporary supplemental lot, or any other location to facilitate a dealer trade.
- d. A dealer or their representative may not issue dealers demonstration/in-transit permits to any vehicle for any other purpose than those mentioned above.
- e. The demonstration/in-transit permit shall not be used on service vehicles, loaners, or in place of regular license plates.

Dealers shall obtain their supply of (blue) demonstration/in-transit permits from their own source, but the permit shall conform to the requirements of the department. [61:24:04:01](#)

Dealer Licenses

- A. You must be a licensed dealer in this state to advertise, display, or sell vehicles. A violation of this is a Class 1 misdemeanor; a second violation is a Class 6 felony.
- B. No person may act as, offer to act as, or hold himself or herself out to be a broker. A violation is a Class 2 misdemeanor.
- C. Exceptions:
 1. Any person acting on a judgment or court order
 2. Any public officer while performing the officer's formal duties
 3. Employees of licensed dealers when carrying out job duties
 4. Any person or business disposing of vehicles used in a fleet
 - a. Vehicle rental companies
 - b. Trucking companies
 5. Any lender or insurance company that obtains vehicles/boats through the normal course of business and then disposes of the vehicles.
 - a. Lenders as defined and licensed complying with [54-3-14](#) and [54-7](#).
 - b. Any financial institution chartered or licensed in any other states that obtain vehicles/boats through the normal course of business and sells such vehicles/boats to licensed dealers.
 6. Any vehicle rental and leasing company that sells its used vehicles to dealers licensed under this chapter.
 7. Any nonprofit automobile club; only if selling automobiles twenty years old or older.
 - a. regulated by state laws in chapter [32-3](#)
 8. Businesses that manufacture or convert new vehicles/boats to sell to licensed dealers holding franchise agreements from the original manufacturer.
 - a. Any person who sells less than five vehicles/boats in a twelve-month period unless the person is licensed as a dealer in another state or holds himself or herself out as being in the business of selling vehicles/boats. However, if the vehicles are travel trailers, any person who sells less than three travel trailers in a twelve-month period.
 9. Any person acting as an auctioneer if auctioning South Dakota titled vehicles for a licensed dealer or a person who is exempt from the provisions of this chapter.
 10. Any removal agency that acquires and sells a vehicle which has been towed at the request of a private landowner under the provision of chapter [32-36](#) or at the request of a law enforcement officer, if no vehicle is sold for an amount over \$1,200.00.
 11. Any person not engaged in the sale of vehicles/boats as a business and is disposing of vehicles/boats used solely for personal use if the vehicles/boats were acquired and used in good faith and not for the purpose of avoiding the provisions of this chapter.

d. Application must be made to the office of the county treasurer of the county in which such dealership is located.

1. All questions on the application form must be fully and accurately assessed for it to be processed.

a. Incomplete applications will be returned to the applicant.

2. Licenses will be issued directly from the Department of Revenue.

a. Licenses will not be issued until all supporting documents are turned in.

3. Dealers may not legally operate until such time as the license has been issued.

e. License renewal notices and billings are available for the dealer to print from the dealer system 90 days before expiration.

1. The license renewal notice and billing must be reviewed, updated, and submitted, along with required fees, to the county treasurer's office of the dealership before the deadline date shown on the notice.

2. **If the notice is not submitted by the deadline date, an initial license fee will be assessed.**

3. The renewal notice and billing also include dealer plates that are assigned to the dealership. If the dealer wishes to increase the number of dealer plates, they can indicate that on the renewal and fees will be adjusted accordingly.

4. If the dealer wishes to decrease the number of plates in their inventory, the plates must be turned in at the county

when the renewal is submitted, and the fees will be adjusted accordingly. F. The actual (paper) dealer license is

issued for a five-year period. A license must be renewed yearly.

1. On new dealer applications, the location must be inspected by a dealer agent before the license is issued.

2. If the applicant intends to establish a second business in another county, a

separate license must be obtained. G. The initial/renewal dealer license fees are:

1. Vehicle dealer/used vehicle dealer -- \$300/initial, \$175/renewal.

2. Mobile home dealer -- \$300/initial, \$150/renewal.

3. Motorcycle dealer -- \$250/initial, \$150/renewal.

4. Snowmobile dealer -- \$150/initial, \$125/renewal.

5. Trailer dealer -- \$125/initial, \$100/renewal.

6. Boat dealer -- \$250/initial, \$175/renewal.

Emergency vehicle dealer -- \$250/initial, \$100/renewal

Dealer License Fees

A. The initial/renewal dealer license fees are:

1. Vehicle dealer/used vehicle dealer -- \$300/initial, \$175/renewal.
2. Mobile home dealer -- \$300/initial, \$150/renewal.
3. Motorcycle/Off-road vehicle dealer -- \$250/initial, \$150/renewal.
4. Snowmobile dealer -- \$150/initial, \$125/renewal.
5. Trailer dealer -- \$125/initial, \$100/renewal.
6. Boat dealer -- \$250/initial, \$175/renewal.
7. Emergency vehicle dealer -- \$250/initial, \$100/renewal
8. Dealer's Car Auction Agency -- \$300.00/initial, \$175/renewal

Final Stage Manufacturer Dealer -- \$300/initial, \$175/renewal

Dealer License Requirements

Documents required to apply for a Dealer License:

1. A corporate bond, issued by a corporate surety which has been authorized to do business in this state:
 - a. \$25,000 for new/used motor vehicle and mobile home dealers
 - b. \$10,000 for trailers 3,000 pounds and over
 - c. \$20,000 for boats
 - d. \$5,000 for motorcycles and snowmobiles
 - e. \$50,000 for Dealer Car Auction Agencies
2. A public liability insurance policy of not less than \$300,000 for vehicle dealers, used vehicle dealers and motorcycle dealers.
 - a. This is not required of trailer dealers, snowmobile dealers, mobile/manufactured home dealers, and boat dealers.

B. Principal place of business.

1. All applicants and existing dealerships must have a principal place of business that conforms to the laws and rules under dealer licensing. For vehicle, used vehicle, motorcycle, trailer, and boat dealers, this requires an enclosed permanent structure located within the state, easily accessible and open to the public at all reasonable times. There must be an improved area adjoining the building that is large enough to display five or more vehicles/boats of the type of the dealer is licensed to sell.
 2. The principal place of business location must accord to all applicable land use ordinances, building codes and zoning. (Written verification of conformance from the city or county must be submitted with all initial applications for license.) It is the location that all books, records, and files necessary to conduct business are kept and maintained. **In no event may rooms in a hotel, motel, apartment house, or any part of a single or multiple unit dwelling house be considered a principal place of business, unless the entire ground floor is devoted principally to, and occupied for, commercial purposes.**
 3. The licensed dealer must be open for business on a continuing basis, with normal business hours posted in a place visible for viewing by the public.
 4. The dealership must maintain a telephone and the telephone number, in the name of the business, must be listed in either the white or yellow pages.
 5. In the event the principal place of business is in a structure which houses more than one business, the dealer's office must be separate from the other business.
 6. A dealer inspector must inspect all principal places of business and certify they are in accordance with the law before a dealer license is issued.
 7. Principal place of business for mobile/manufactured homes.
 8. The place of business for mobile/manufactured home dealers may not be a tent, temporary stand, or other temporary quarters, nor permanent quarters occupied pursuant to any temporary arrangement.
 9. The licensee may use unimproved lots and premises for sale, storage and display of mobile homes and manufactured homes.
 10. A licensee may use a residence located within or adjacent to his mobile home park or a manufactured home park as a principal place of business, unless prohibited by local zoning.
 11. "An auxiliary lot," defined as a physically separate location such as a mobile home park, manufactured housing, rental community, manufactured housing subdivision, or any residential lot, may be used as a supplemental lot. The auxiliary lot may be located outside of the county of the principal place of business of the dealer.
- C. Any dealer who is moving his dealership to a new location must obtain permission, 30 days in advance of the move, from the Department of Revenue.
1. The dealer must provide zoning approval for the new location.

2. The dealer must submit an updated bond and public liability insurance policy that reflects the new address.

Dealer Plates and Permits

Licensed motor vehicle dealers may purchase special dealer license plates for use on vehicles that are a part of the dealership's inventory.

Application for dealer license plate and the license fee are to be submitted to the county treasurer.

Dealers must have a valid dealer's license for the year of dealer license plates they are wishing to obtain before such dealer license plates can be issued.

Dealer license plates are to be used only on vehicles/boats owned by the dealer.

Dealer license plates shall not be used for lease, rental, hire, wreckers, tow cars, or service trucks.

Dealer license plates shall not be loaned or left attached to any vehicle/boat sold by dealer.

Dealer license plates may be transferred from one vehicle/boat to another when owned by the dealer.

Dealer Record Keeping Requirements

- A. Any seller of a motor vehicle/boat shall, on demand by the Secretary of Revenue, make available all books, records and memoranda that relate to the sale of a motor vehicle/boat. The Secretary, in the event of any failure or refusal to produce such records, may conduct or cause to be conducted an audit of the books and records of any licensed dealer.
- B. All books, records and memoranda that relate to the sale of a motor vehicle/boat shall be retained for five years.
- C. Grounds for issuance of a Cease-and-Desist Order, monetary penalty assessment, denial, suspension, or revocation of license. The department may deny any application, apply a cease-and-desist order, assess a monetary penalty, or suspend or revoke a license for any of the following:
 1. Commission of fraud or willful misrepresentation in the application for or in obtaining a license.
 2. Conviction of a felony involving snowmobile/vehicle/boat theft or odometer fraud in the last five years.
 3. A violation of any law of this state which relates to dealing in manufactured homes/mobile homes/snowmobiles/vehicles/boats.
 4. Failure to comply with any administrative rule promulgated by the department.
 5. Perpetration of a fraud upon any person because of dealing in manufactured homes/mobile homes/snowmobiles/vehicles/boats.
 6. Failure to apply for transfers of title as required in chapter 32-3 and 32-3A, 32-20A, 42-8.
 7. Failure to allow department inspections, including initial and annual inspections, complaint investigations and necessary follow-up inspections.

8. Misrepresentation through false, deceptive, or misleading statements about the sale or financing of manufactured homes/mobile homes/snowmobiles/ vehicles/boats which a dealer has, or causes to have, advertised, printed, displayed, published, distributed, broadcast, televised or made in any manner about the sale or financing of manufactured homes/mobile homes/snowmobiles/vehicles/boats.
 9. Refusal to comply with a licensee's responsibility under the terms of the new manufactured home/mobile home/snowmobile/vehicle/boat warranty issued by its respective manufacturer unless such refusal is at the direction of the manufacturer.
 10. Failure to comply with the terms of any bona fide written, executed agreement pursuant to the sale of a manufactured home/mobile home/snowmobile/vehicle/boat.
 11. Inability to obtain or renew surety bond or to participate in a dealer asset pool.
 12. Failure to maintain and continuously occupy a principal place of business.
 13. Failure to obtain or renew a public liability insurance policy of not less than three hundred thousand dollars.
 14. Failure to disclose damage to a new snowmobile of which the dealer had knowledge if the dealer's actual cost to repair exceeds five percent of the manufacturer's suggested retail price.
 15. For a dealer of manufactured/mobile homes, a previous manufacturer or dealer license revocation in this or any other state.
 16. Violation by the dealer of an applicable manufactured home building or safety code.
 17. For a manufactured/mobile home dealer, failure to deliver the MSO or title to the county treasurer within 30 days after the date of delivery.
 18. For a manufactured/mobile home dealer, conviction within the previous 5 years of a crime that relates directly to the business of the dealer or manufacturer involving fraud, misrepresentation, or misuse of funds.
 19. For a manufactured/mobile home dealer, misuse of the dealers' metal plates and lending for use on manufactured/mobile homes not owned by the manufacturer or dealer.
- D. The department may issue an order directing a dealer to cease and desist from engaging in any act or practice in violation of any of the provisions listed above. A Cease-and-Desist Order is effective for a period of two years.
1. Within 20 days after service of a Cease-and-Desist Order, a dealer may request, in writing, a hearing to contest the order. Hearings shall be heard by the Office of Hearing Examiners.
 2. If a dealer fails to comply with a Cease-and-Desist Order, the department may:
 - a. Impose a monetary penalty on the dealer of \$500 for each violation on the Cease-and-Desist Order.
 - a. Suspend the dealer's license for not more than 30 days: or
 - b. Revoke the dealer's license.
 3. Within 20 days of service of an order, a dealer may request, in writing, a hearing to contest the order. Hearings shall be heard by the Office of Hearing Examiners.

4. Upon suspension or revocation, a dealer shall immediately return all dealer metal plates and surrender the license certificate. Failure to do so is a Class 2 misdemeanor.

E. Any person who converts or manufactures authorized emergency vehicles (any vehicle of a fire department or any ambulance and emergency vehicle of a municipal department or public service corporation that are designated or authorized by the Department of Commerce and Regulation) and who, for commission or with intent to make a profit or gain, sells, exchanges, rents with option to purchase, offers, or attempts to negotiate a sale or exchange of new, or new and used authorized emergency vehicles, or who is engaged wholly or in part in the business of selling new, or new and used authorized emergency vehicles, or any out-of-state dealer that includes the submission of a bid proposal for the sale of a vehicle, if the bid proposal is offered in response to a bid request originating in this state, shall obtain an emergency vehicle dealer license.

1. An emergency vehicle dealer must meet all the requirements that vehicle dealers must meet but is exempt from the requirements of having its principal place of business in South Dakota.

2. For an emergency vehicle dealer whose principal place of business is not located in South Dakota, proof is required that it is a licensed dealer in another state and has no outstanding dealer violations (proof can be in the form of an affidavit from the dealer attesting to no outstanding dealer violations).

2. An emergency vehicle dealer is not required to secure a separate license for each county if the dealer has complied with the other requirements of an emergency vehicle dealer's license.

3. The initial license fee for an emergency vehicle dealer's license is \$250, the renewal fee is \$100.

4. An emergency vehicle dealer must have a surety bond in the amount of \$10,000.

F. A dealer must place a notice on any vehicle/large boat sold or offered for sale, regardless of the vehicle's age, which discloses damage to the vehicle for which the current title denotes a salvage brand or similar brand denoting damage to the vehicle. The notice must be printed on white NCR paper, measuring 4" x 6". The original is to be retained by the dealer and the copy is to be given to the purchaser. The information is to be printed in 12-point (minimum) Universe - bold - capital letters. **See a sample of the notice in the "Forms Section" for wording on the permit.** The notice must be posted on the inside of a side window with the front of the form facing the outside, or in the case of a large boat on the front window, indicating a salvage title or similar brand denoting damage to the vehicle that is offered for sale to consumers. The dealer is responsible for keeping the notice always posted that a vehicle/large boat is available for sale to consumers. At the time of sale of the vehicle/large boat, the dealer shall remove the notice and shall have the purchaser sign and date it. The dealer shall retain the signed notice, along with copies of the title document, for 5 years from the date of sale. **(Source: South Dakota statute 32-3-51.18)**

(Source: South Dakota statute 32-3A-38.6)

1. If a dealer fails to a disclosure, (notice must be signed by the purchaser at the time of sale), the purchaser may return the motor vehicle/large boat to the dealer within 10 days after receiving the title and shall receive a full refund. [32-6B](#)

Manufacturer/Customizer and Dealer Temporary Permits

Businesses planning to display or sell vehicles at a Special Event in South Dakota are required to obtain a Special Event Permit from the South Dakota Department of Revenue Division of Motor Vehicles. This includes temporarily displaying passenger vehicles, motorcycles, off-road vehicles, trailers, campers, boats, or any other type of titled or MSO vehicle.

A. Displaying or Selling Motorcycles and Off-road vehicles:

1. New or used licensed South Dakota motorcycle and off-road vehicle dealers may sell or display motorcycles or off-road vehicles at a Special Event without a permit if it is held within the county they are licensed. They must notify the Dealer Licensing Office.
2. Used motorcycle and off-road vehicle dealers must purchase a permit to display or sell at a Special Event if the event is outside of the county they are licensed.
 - i. For used motorcycles, the permit may be issued if the motorcycles are franchised in this state, but are at least two model years old, and have at least two thousand five hundred miles on the odometer.
3. Out-of-State Motorcycle and off-road vehicle dealers must purchase a permit to sell new motorcycles or off-road vehicles if the make is not currently franchised in South Dakota.
 - i. If a South Dakota dealer has a franchise agreement for that make, a permit will not be issued. They will not be allowed to sell or display at the event.
4. Motorcycle or off-road vehicle manufacturers or customizers must purchase a permit to display motorcycles or off-road vehicle they build or modify. I. This permit is for display only. Sales are not allowed at the event.

C. Displaying or Selling Trailers:

1. Licensed South Dakota Trailer Dealers may display and sell new and used trailers at any special event in the State of South Dakota without a permit.
2. Trailer manufacturers and out-of-state Dealers must purchase a permit to display trailers at a Special Event.
 - i. Manufacturers are for display only. Sales are not allowed at the event.
 - ii. Out-of-State New Trailer Dealers may only sell new trailers that are not franchised in this state unless the person obtains a written waiver from any similarly franchised dealer in this state. The person should present the waiver to the department at the time the person applies for the permit.
 - iii. Out-of-State Used Trailer Dealers must purchase a permit to display or sell.

D. Displaying customized vehicles:

1. Motor vehicle customizers must purchase a permit to display cars, trucks, and RV's they build or modify.
 - I. This permit is for display only. Sales are not allowed at the event.

E. Out-of-State Boat and Boat Trailer Dealers (New or Used)

1. Licensed Dealers may display and sell at a South Dakota event if the event lasts 2 or more days.
2. The event must be a sponsored event and have at least 3 licensed boat dealers attending and displaying boats. [32-6B-1](#); [32-6B-5.1](#)

Manufactured Home Dealer Permit

A. New and used mobile/manufactured homes owned by a dealer may be transported upon the streets and highways to the dealer's place of business and to the purchaser of such a home and between a dealer's place of business and a supplemental lot or a temporary supplemental lot. Any mobile/manufactured home purchased or transported by or for a dealer must have:

On any used home, an affidavit issued by the county treasurer of the county in which the home is registered, stating that the current year's taxes have been paid.

A self-issued permit displayed when moving a used or new mobile/manufactured home.

When a dealer sells a new or used or an out-of-state titled mobile/manufactured home and is transporting it to the purchaser, the dealer must file a Property Tax Assessment with the director of equalization in the county of destination.

Manufactured Home Dealer Plate

A. Manufactured Home dealers may purchase MHD dealer plates to be used to transport inventory owned by the dealer.

The fees for the manufactured home dealer plates are determined by the Department, and additional fees are charged to mail plates and decals.

1. The dealer is exempt from paying the initial 4% tax/registration fee.
2. The plate must be displayed on the rear of any manufactured home being transported on a public highway.
3. The dealer must apply for manufactured home dealer plates at the county treasurer's office.

[32-7A-10](#); [32-7A-10.1](#); [32-7A-11](#)

Motorcycle and Trailer Dealer Plates

A. A motorcycle dealer or a trailer dealer may purchase license plates to use on units that are part of the dealership's inventory.

The fees for the motorcycle and trailer dealer plates are determined by the Department, and additional fees are charged to mail plates and decals.

These dealers are exempt from paying the 4% excise tax.

The plates can be transferred to any motorcycle or trailer that is part of the dealership's inventory.

Dealers must apply for motorcycle dealer plates and trailer dealer plates at the county treasurer's office.

[32-6B-23](#)

Snowmobile Dealer Plates

A. Snowmobile dealers may purchase snowmobile dealer plates to be used on snowmobiles in the dealership's inventory.

The fees for the snowmobile dealer plates are determined by the Department, and additional fees are charged to mail plates and decals.

The dealers are exempt from paying excise tax.

The plates are transferrable to any snowmobile in the dealership's inventory.

The dealer must apply for the snowmobile dealer plates at the county treasurer's office. [32-6C-7](#); [32-6C-8](#)

Definitions

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["Abandoned motor vehicle,"](#) any motor vehicle left on a public street or highway or left on private property without the permission of the landowner or tenant.

["Administrator,"](#) the administrator of the dealer licensing and inspection program of the Department of Revenue.

["Administrator,"](#) the secretary of revenue.

["Auctioneer,"](#) a person who presides over a public auction where following an initial starting price, bids are taken from two or more people until a final bid or price is established for a motor vehicle.

["Authorized emergency vehicle,"](#) any vehicle of a fire department and any ambulance and emergency vehicle of a municipal department or public service corporation that are designated or authorized by the Department of Public Safety or the Department of Health.

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["Boat,"](#) every description of watercraft, other than a seaplane on the water, used or capable of being used as a means of transportation on water.

["Boat dealer,"](#) any person or business who in the ordinary course of business sells new or used large boats or any person or business who in the ordinary course of business sells five or more large boats in a year.

["Broker,"](#) a person who, for a fee, commission, or other valuable consideration, arranges or offers to arrange a transaction involving the sale or exchange of vehicles, and who is not:

A dealer or a bona fide agent or employee of a dealer.

A representative or a bona fide agent or employee of a manufacturer; or

At any point in the transaction the bona fide owner of the vehicle involved in the transactions.

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["Chassis cab,"](#) any incomplete motor vehicle, with a completed occupant compartment, that requires only the addition of cargo carrying, work performing, or load bearing components to perform the vehicle's intended function.

["Commercial motor vehicle,"](#) any motor vehicle used or maintained for the transportation of persons or property for hire, compensation, or profit, or designed, used, or maintained primarily for the transportation of property, and not specifically excluded under § [32-9-3](#);

["Commercial motor vehicle,"](#) any motor vehicle used or maintained for the transportation of persons or property for hire, compensation or profit or designed, used or maintained primarily for the transportation of property, and not specifically excluded under § [32-9-3](#);

["Commercial vehicle,"](#) any vehicle which is operated in interstate commerce in furtherance of any commercial enterprise.

["Commission,"](#) the Game, Fish and Parks Commission of this state acting directly or through its authorized officers.

["Community,"](#) the franchisee's area of responsibility as stipulated in the franchise. A community has a minimum radius of ten miles around an existing dealership.

["Compensation,"](#) the charge imposed upon motor carriers in consideration of the unusual use of the public highways in this state by such motor carriers.

["Compensation certificate,"](#) the certificate issued upon application by a motor carrier, as defined in §§ [32-9-2](#) and [32-9-3](#), showing authority to use and payment of compensation for the unusual use of the highways by the one to whom issued;

["Component part,"](#) any part of a motor vehicle, trailer, or semitrailer other than a tire, having a vehicle identification number.

["Converter,"](#) a person who modifies or installs on previously assembled chassis special bodies or equipment which, when completed, form an integral part of the vehicle and which constitutes a major manufacturing alteration and who may issue a supplemental or secondary statement of origin.

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["Dealer,"](#) any person who, for commission or with intent to make a profit or gain, sells, exchanges, rents with option to purchase, offers or attempts to negotiate a sale or exchange of new, or new and used vehicles, or who is engaged wholly or in part in the business of selling new, or new and used vehicles, whether or not such vehicles are owned by that person.

["Demonstration,"](#) the noncommercial use of a dealer owned vehicle by any employee of the dealership for any purpose in the ordinary course of business relating to the sale of the vehicle within the trade or market area of the dealership or demonstration by any prospective buyer for a period of three days. The term includes vehicles donated by a dealership to a community or organization and used for a one-day parade or event.

["Department,"](#) Department of Revenue.

["Department,"](#) the Department of Revenue.

["Department,"](#) Department of Revenue.

["Department,"](#) the Department of

Revenue; ["Department"](#) the

Department of Public Safety.

["Department,"](#) the Department of Revenue.

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["Emergency vehicle dealer,"](#) any person who converts or manufacturers authorized emergency vehicles and who, for commission or with intent to make a profit or gain, sells, exchanges, rents with option to purchase, offers, or attempts to negotiate a sale or exchange of new, or new and used authorized emergency vehicles, or who is engaged wholly or in part in the business of selling new, or new and used authorized emergency vehicles;

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["Final stage manufacturer dealer,"](#) any person who assembles or installs on a previously assembled new motor vehicle chassis cab any special body or equipment that forms an integral part of the motor vehicle, constitutes a major manufacturing alteration, and completes the vehicle.

["For hire,"](#) for remuneration of any kind, paid or promised, either directly or indirectly, for the transportation of persons or property. An occasional accommodative transportation service by a person not in the transportation business while on an errand for himself, is not a service for hire, even though the person transported shares in the cost or pays for the service.

["Franchise,"](#) a written or oral agreement or contract between a franchisor and franchisee which fixes the legal rights and liabilities of the parties to such agreement or contract.

["Franchisee,"](#) person who receives vehicles from a franchisor under a franchise and who offers and sells the vehicles to the public.

["Franchisor,"](#) any person engaged in the manufacturing or distribution of vehicles including any person who acts for the franchisor.

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["Good faith,"](#) honesty in fact and the observance of reasonable, nondiscriminatory commercial standards of fair dealing in the trade, as defined and interpreted in the Uniform Commercial Code as amended to January 1, 2010.

["Gross vehicle weight rating,"](#) the value specified by the manufacturer as the loaded weight of a single vehicle.

["Gross weight,"](#) the total weight of the chassis, body, equipment, and maximum load of each motor vehicle, trailer, or semitrailer as fixed by the applicant for a compensation certificate.

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["In-transit,"](#) the noncommercial use of a dealer owned vehicle by any employee of the dealership for travel to and from any service facility, detail shop, repair shop, gas station, car wash, dealer auction, another lot owned by the

dealer, a supplemental lot, temporary special events lot, temporary supplemental lot, or any other location to facilitate a dealer trade;

["Interstate commerce,"](#) the movement of a vehicle between jurisdictions but does not include the movement of any vehicle which transports or is being used to transport persons or property, the transportation of which originates in one jurisdiction and passes into or through another jurisdiction or jurisdictions, for delivery in the jurisdiction in which the transportation originated.

["Impounded vehicle,"](#) any vehicle removed or caused to be removed from a public highway pursuant to § [32-30-19](#);

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["Junking certificate,"](#) a certificate of ownership, which may not be restored to a title document which allows highway use, issued by the department to the owner of a vehicle which is going to be dismantled and sold for parts.

["Junk motor vehicle,"](#) any motor vehicle which has been placed on the property of a recognized junk dealer for the purposes of salvage.

["Jurisdiction,"](#) a state, district, territory, or possession of the United States, a foreign country, and a state or province of a foreign country.

["Large boat,"](#) any boat over twelve feet in length or a motorboat, used or capable of being used as a means of transportation on water, except canoes, inflatable boats, kayaks, sailboards, and seaplanes.

["Low-speed vehicle,"](#) a four-wheeled motor vehicle whose speed attainable in one mile is more than twenty miles per hour and not more than twenty-five miles per hour on a paved level surface.

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["Manufactured home,"](#) a structure, transportable in one or more sections, which is eight body feet or more in width or forty body feet or more in length in the traveling mode, or is three hundred twenty or more square feet when erected on a site; which is built on a permanent chassis and designed to be used as a dwelling, with or without a permanent foundation, when connected to the required utilities; and which contains the plumbing, heating, air conditioning, and electrical systems therein. The term includes any structure which meets all the requirements of this subdivision and any other structure which has been certified by the secretary of housing and urban development. The term does not include a recreational park trailer.

["Manufacturer,"](#) any person, firm, corporation, limited liability company, or association engaged in the manufacture of new motor vehicles as a regular business.

["Manufacturer,"](#) a person who manufactures or assembles vehicles, including motor homes, and who issues the original or first manufacturer's statement of origin. The term, manufacturer, includes a central or principal sales corporation through which it distributes its products to franchised dealers.

["Mobile home,"](#) a movable or portable unit, designed and constructed to be towed on its own chassis (comprised of frame and wheels), and designed to be connected to utilities for year-round occupancy. The term includes:

- (a) Units containing parts that may be folded, collapsed, or telescoped when being towed and that may be expanded to provide additional cubic capacity; and
- (b) Units composed of two or more separately towable components designed to be joined into one integral unit capable of being separated again into the components for repeated towing.

The term does not include a recreational park trailer.

["Moped,"](#) a motor driven cycle equipped with two or three wheels. If a combustion engine is used, the maximum piston or rotor displacement shall be fifty cubic centimeters regardless of the number of chambers in such power source. The power source shall be equipped with a power drive system that functions directly or automatically only, not requiring clutching or shifting by the operator after the drive system is engaged.

["Moped"](#) a motor driven cycle equipped with two or three wheels. If a combustion engine is used, the maximum piston or rotor displacement shall be fifty cubic centimeters regardless of the number of chambers in such power source. The power source shall be equipped with a power drive system that functions directly or automatically only, not requiring clutching or shifting by the operator after the drive system is engaged.

["Motorboat,"](#) any boat propelled by machinery, whether such machinery is the principal source of propulsion but does not include a boat which has a valid marine document issued by the commissioner of customs of the United States government or any federal agency successor thereto.

["Motorcycle,"](#) includes motorcycles, motorbikes, mopeds, bicycles with motor attached, and all motor operated vehicles of the bicycle or tricycle type, whether the motive power be a part thereof or attached thereto and having a saddle or seat with the driver sitting astride or upon it, or a platform on which the driver stands, but excluding a tractor.

["Motorcycle"](#) includes motorcycles, motorbikes, mopeds, bicycles with motor attached, and all motor operated vehicles of the bicycle or tricycle type, whether the motive power be a part thereof or attached thereto and having a saddle or seat with the driver sitting astride or upon it, or a platform on which the driver stands, but excluding a tractor.

["Motor home,"](#) a motor vehicle designed as an integral unit to be used as a conveyance upon the public highways and for use as a temporary or recreational dwelling and having at least four of the following permanently installed systems:

- (a) Cooking facilities.
- (b) Ice box or mechanical refrigerator.
- (c) Potable water supply including plumbing and a sink with faucet either self-contained or with connections for an external source, or both, (d) Self-contained toilet connected to a plumbing system with connection for external water disposal.
- (e) Heating or air conditioning system, or both, separate from the vehicle engine or the vehicle electrical system.
- (f) A one hundred ten--one hundred fifteen volt alternating current electrical system separate from the vehicle engine electrical system either with its own power supply or with a connection for an external source, or both, or a liquefied petroleum system and supply.

["Motor vehicle,"](#) automobiles, motor trucks, motorcycles, house trailers, trailers, and all vehicles propelled by power other than muscular power, except traction engines, road rollers, farm wagons, freight trailers, vehicles that run only on rails or tracks, and off-road vehicles as defined in § [32-20-1](#);

["Motor vehicle,"](#) all vehicles or machines propelled by any power other than muscular used upon the public highways for the transportation of persons or property or both.

["Motor vehicle,"](#) shall have the meaning ascribed to it by § [32-9-1](#);

["Motor vehicle,"](#) automobiles, motor trucks, motorcycles, house trailers, trailer coaches, cabin trailers, and all vehicles propelled by power other than muscular power, except traction engines, road rollers, fire trucks, wagons and engines, police and patrol wagons, farm wagons, freight trailers, and such vehicles as run only on rails or tracks.

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["New motor vehicle,"](#) any motor vehicle to which a manufacturer's statement of origin has not been transferred or is a motor vehicle on which title was issued from the manufacturer's statement of origin or manufacturer's certificate of origin and is still in the name of the first person who took title to the vehicle.

["Noncommercial motor vehicle,"](#) any motor vehicle not classified as a commercial motor vehicle.

["Noncommercial trailer or semitrailer,"](#) any trailer or semitrailer not used or maintained for the transportation of persons or property for hire, compensation, or profit.

["Notation,"](#) a physical or electronic process of recording a lien on a certificate of title, a manufacturer's statement of origin, or a manufacturer's certificate of origin.

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["Off-road vehicle,"](#) any self-propelled, two or more wheeled vehicle designed primarily to be operated on land other than a highway and includes all terrain vehicles, dune buggies, and any vehicle whose manufacturer's statement of origin (MSO) or manufacturer's certificate of origin (MCO) states that the vehicle is not for highway use. The term does not include a farm vehicle as defined in this section.

["Off-road vehicle,"](#) any self-propelled, two or more wheeled vehicle designed primarily to be operated on land other than a highway and includes, but is not limited to, all-terrain vehicles, dune buggies and any vehicle whose manufacturer's statement of origin (MSO) or manufacturer's certificate of origin (MCO) states that the vehicle is not for highway use. Offroad vehicle does not include a farm vehicle as defined in § [32-3-2.4](#).

["Operate,"](#) to navigate or otherwise use a boat.

["Owner,"](#) any person, firm, association, or corporation renting a motor vehicle or having the exclusive use thereof, under a lease or otherwise, for a period greater than thirty days; as between contract vendor and contract vendee, the term, owner, shall refer to the contract vendee, unless the contrary clearly appears from the context of chapters [32-3](#) to [32-5B](#), inclusive, or a person having legal possession or title;

["Owner,"](#) as defined in subdivision [32-3-1\(16\)](#), except that for the purposes of proportional registration of vehicles as authorized and provided in §§ [32-10-10](#) and [32-10-15](#) to [32-10-28](#), inclusive, "owner" means a person who holds a legal title of a vehicle, or in the event a vehicle is the subject of an agreement for the conditional sale thereof with the right of purchase upon performance of the conditions stated in the agreement and with an immediate right of possession vested in the conditional vendee, or in the event while a vehicle is subject to a lease with an immediate right of possession vested in the lessee, or in the event a mortgagor of a vehicle is entitled to possession, then such conditional vendee, lessee or mortgagee is considered to be the owner;

["Owner,"](#) a person, other than a lien holder, having the property in or title to a boat. The term includes a person entitled to the use or possession of a boat subject to an interest in another person reserved or created by agreement and securing payment or performance of an obligation, but the term excludes a lessee under a lease not intended as security; [Return to Top](#)

"Person" shall have the meaning ascribed to it by § [32-9-1](#);

"Personal watercraft," any motorboat that has an inboard or outboard motor powering a water jet pump or caged propeller as its primary source of motive power and is designed to be operated by a person standing on, kneeling on, sitting astride, or being towed behind the watercraft, and has the probability that the operator and passengers may in the normal course of use, fall overboard.

"Preceding year," a period of twelve consecutive months fixed by the administrator which period shall be within the sixteen months immediately preceding the commencement of the registration or license year for which proportional registration is sought; and the administrator in fixing such period shall make it conform to the terms, conditions, and requirements of any applicable agreement or arrangement for the proportional registration of vehicles.

"Private business use," the transportation of persons or property for hire, compensation, profit, or remuneration of any kind, or the transportation of any property of a business venture not specifically excluded under § [32-9-3](#);

"Properly registered," as applied to place of registration:

- (a) The jurisdiction where the person registering the vehicle has his legal residence; or
- (b) In the case of a commercial vehicle, the jurisdiction in which it is registered if the commercial enterprise in which such vehicle is used has a place of business therein, and, if the vehicle is most frequently dispatched, garaged, serviced, maintained, operated, or otherwise controlled in or from such place of business, and the owner has assigned the vehicle to such place of business; or
- (c) In the case of a commercial vehicle, the jurisdiction where, because of an agreement or arrangement between two or more jurisdictions, or pursuant to a declaration, the vehicle has been registered as required by said jurisdiction.

In case of doubt or dispute as to the proper place of registration of a vehicle, the administrator shall make final determination, but in making such determination, may confer with administrators of the other states or jurisdictions affected.

"Public auction," a business that is open to the public where South Dakota titled motor vehicles are consigned, displayed, and auctioned to the highest bidder by an auctioneer; "Public highway," every street, alley, public road, public thoroughfare, or highway in this state;

[32-5B-4. Purchase price defined.](#) For the purposes of this chapter, the purchase price is:

- (1) For a new motor vehicle sale or lease, the total consideration whether received in money or otherwise. However, when a motor vehicle is taken in trade as a credit or part payment on a new motor vehicle, the credit or trade-in value allowed by the seller shall be deducted from the total consideration for the new motor vehicle to establish the purchase price.
- (2) For a used motor vehicle sold or leased by a licensed motor vehicle dealer, the total consideration for the used motor vehicle whether received in money or otherwise. However, when a motor vehicle is taken in trade by the dealer as a credit or part payment on a used motor vehicle, the credit or trade-in value allowed by the dealer shall be deducted from the consideration so that the net consideration is established.
- (3) For a used motor vehicle sold, leased, or transferred by any person other than a licensed motor vehicle dealer, the total consideration received in money or otherwise. However, when a motor vehicle is taken in trade as a credit or part payment on a used motor vehicle, the credit or trade-in value shall be deducted from the total consideration so that the net consideration is established. The purchaser and seller of the motor vehicle shall submit to the county treasurer a bill of sale, approved, and supplied by the secretary. If a bill of sale is not submitted, the excise tax will be assessed on the retail value as stated in a nationally recognized dealers' guide as approved by the secretary of revenue. If the excise tax is assessed on the retail value, the value of the motor vehicle taken in as credit on trade-in shall be the retail value as stated in the nationally recognized dealers' guide.

- (4) For a new or used motor vehicle acquired by gift or other transfer for no or nominal consideration, the manufacturers' suggested dealer list price for new motor vehicles and for used motor vehicles the retail value stated in a nationally recognized dealers' guide approved and furnished by the secretary of revenue.
- (5) For a motor vehicle manufactured by a person who registers it under the laws of this state, the amount expended for materials, labor, and other properly allocable costs of manufacture or in the absence of actual expenditures for the manufacture of a part or all the motor vehicle, the reasonable value of the completed motor vehicle.
- (6) For a rebuilt motor vehicle, upon its initial registration and titling, the total consideration for the salvage vehicle, whether received in money or otherwise, and the total consideration for any assemblies, subassemblies, parts, or component parts used.
- (7) For either a new or used motor vehicle, as defined by § [32-5B-21](#), which is a closed lease, the total consideration whether received in money or otherwise. Total consideration is all lease payments including cash, rebates, the net trade-in, extended warranties, administrative fees, acquisition fees, or any other fees assessed on the purchase of the vehicle. Total consideration does not include title fees, registration fees, vehicle excise tax paid pursuant to §§ [32-5B-1](#), [32-5B-1.1](#), and [32-5B-21](#) to [32-5B-24](#), inclusive, federal excise taxes attributable to the sale of the vehicle to the owner or to the lease of the vehicle by the owner, insurance, and refundable deposits;
- (8) For either a new or used motor vehicle, as defined by § [32-5B-21](#), which is leased, and the terms of the lease are either not certain at the time the lease contract is executed or the lease is open ended, the purchase price shall be the total consideration whether received in money or otherwise. Total consideration includes the purchase price of the vehicle, plus cash, rebates, the net trade-in, extended warranties, administrative fees, acquisition fees, or any other fees assessed on the purchase of the vehicle. Total consideration does not include title fees, registration fees, vehicle excise tax paid pursuant to §§ [32-5B-1](#), [32-5B-1.1](#), and [32-5B-21](#) to [32-5B-24](#), inclusive, federal excise taxes attributable to the sale of the vehicle to the owner or to the lease of the vehicle by the owner, insurance, and refundable deposits.

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["Racing boat,"](#) any boat designed and manufactured exclusively for racing.

["Rebuilt vehicle,"](#) any motor vehicle, trailer, or semitrailer that has been rebuilt by the addition or deletion of assemblies, subassemblies, parts, or component parts so that upon gross visual examination it does not appear to be the vehicle described in the certificate of title last issued for the vehicle, or whose title has been marked as rebuilt by this state or another state or jurisdiction.

["Recreational Park trailer,"](#) a vehicle that is primarily designed to provide temporary living quarters for recreational, camping, or seasonal use and which:

- (a) Is built on a single chassis mounted on wheels.
- (b) Has a gross trailer area not exceeding four hundred square feet in the setup mode.
- (c) Is certified by the manufacturer as complying with American National Standards Institute Standard No. A119.5 in effect on January 1, 2008; and has at least a seventeen-digit identification number and the manufacturer has designated the vehicle as a recreational park model on the manufacturer statement of origin.

["Recreational Park trailer,"](#) a vehicle that is primarily designed to provide temporary living quarters for recreational, camping, or seasonal use and which:

- (a) Is built on a single chassis mounted on wheels.
- (b) Has a gross trailer area not exceeding four hundred square feet in the setup mode.

- (c) Is certified by the manufacturer as complying with American National Standards Institute Standard No. A119.5 in effect on January 1, 2008; and
- (d) Has at least a seventeen-digit identification number and the manufacturer has designated the vehicle as a recreational park model on the manufacturer statement of origin.

["Recreational vehicle,"](#) a vehicular portable structure built on a chassis designed to be used as a temporary dwelling for travel, recreational, vacation, or seasonal uses, permanently identified as a travel trailer or a recreational park trailer by the manufacturer of the trailer.

["Removal agency,"](#) any public body, private or nonprofit organization authorized to remove and salvage abandoned and junk motor vehicles and other scrap metals. The removal agency may be authorized by chapter [32-30](#) to remove vehicles, may be hired or appointed by a public body or may be in the business of removing or salvaging vehicles;

["Road tractor,"](#) any motor vehicle designed and used for drawing other vehicles, except farm or logging tractors used exclusively for farming or logging, and not so constructed as to carry any load thereon either independently or any part of the weight of a vehicle or load so drawn.

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["Sailboard,"](#) any single-hulled boat equipped with an articulating mast and designed to be operated by a person standing on the board, maneuvering through the trim of the hand-held sail, and distributing his body weight on the board.

[Salvage vehicle defined](#)--Application. For purposes of §§ [32-3-51.5](#), [32-3-51.20](#), and [32-3-51.21](#), the term, salvage vehicle, means any motor vehicle that an insurer or self-insurer determines a total loss due to theft or to damage caused by fire, vandalism, collision, weather, submersion in water, or flood. This section does not apply to any motor vehicle more than ten model years old or with a gross vehicle weight rating of more than sixteen thousand pounds.

["Scrap metals,"](#) waste or refuse metals that have been in actual use and have been abandoned and are fit only to be remanufactured or recycled.

["Secretary,"](#) secretary of revenue.

["Secretary,"](#) secretary of revenue.

["Sell-it-yourself lot,"](#) any space provided to a person for a fee to display that person's boat or vehicle for sale;

["Semitrailer,"](#) any vehicle of the trailer type, equipped with a kingpin assembly, designed, and used in conjunction with a fifth wheel connecting device on a motor vehicle constructed so that some part of its weight and that of its load rests upon or is carried by another vehicle

["Semitrailer,"](#) any vehicle of the trailer type, equipped with a kingpin assembly, designed, and used in conjunction with a fifth wheel connecting device on a motor vehicle and constructed so that some part of its weight and that of its load rests upon or is carried by another vehicle.

["Semitrailer,"](#) any vehicle of the trailer type, equipped with a kingpin assembly, designed, and used in conjunction with a fifth wheel connecting device on a motor vehicle and constructed so that some part of its weight and that of its load rests upon or is carried by another vehicle.

["Snowmobile,"](#) any engine-driven vehicle of a type which uses sled type runners or skis with an endless belt tread or similar means of contact with the surface upon which it is operated and the vehicle does not exceed forty-eight inches in width.

["State,"](#) includes the territories and the federal districts of the United States.

["Supplemental lot,"](#) a physically separate location owned and maintained by a licensed dealer within the same county as the principal place of business.

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["Temporary special events lot,"](#) a location other than the principal place of business, supplemental lot, or temporary supplemental lot where a licensed trailer dealer, a licensed used car dealer, or a licensed vehicle dealer selling only truck tractors, trailers, or motor homes, or any combination thereof, may conduct business for a period of time not to exceed ten consecutive days for a specific purpose such as fairs, auctions, shopping center sales, or tent sales. A temporary special events lot shall meet all local zoning and building codes for the type of business being conducted.

["Temporary supplemental lot,"](#) a location other than the principal place of business or supplemental lot but within the same county as the principal place of business, or within the corporate limits of a municipality which overlaps boundaries of a county, or in an adjoining county, if the adjoining county has no licensed vehicle dealer selling automobiles, pick-ups, or passenger vans and the temporary supplemental lot is no more than ten miles from the principal place of business, where a licensed vehicle dealer or a licensed used vehicle dealer may conduct business for a period of time not to exceed ten consecutive days for a specific purpose such as fairs, auto shows, auctions, shopping center promotions, or tent sales. A temporary supplemental lot shall meet all local zoning and building codes for the type of business being conducted. If a licensed vehicle dealer establishes a temporary supplemental lot in a county with a licensed used vehicle dealer, a licensed used vehicle dealer may establish a temporary supplemental lot in a county with a licensed vehicle dealer. A licensed vehicle dealer may establish, for manufacturer sponsored events, a temporary supplemental lot in an adjoining county that has no like franchised licensed dealer.

["Trailer,"](#) any vehicle without motive power designed for carrying property or passengers wholly on its own structure and for being drawn by a motor vehicle.

["Trailer,"](#) any vehicle without motive power designed to be coupled to or drawn by a motor vehicle and constructed so that no part of its weight or that of its load rests upon the towing vehicle.

["Trailer,"](#) every vehicle without motive power designed to carry property or persons wholly on its own structure and to be drawn by a motor vehicle.

["Trailer dealer,"](#) any person who, for commission or with intent to make a profit or gain, sells, exchanges, rents with option to purchase, offers or attempts to negotiate a sale or exchange of new or used trailers, semitrailers, or travel trailers or who is engaged in the business of selling new or used trailers, semitrailers, or travel trailers whether such vehicles are owned by such person.

["Travel trailer,"](#) any trailer or semitrailer which provides as its primary purpose adequate, comfortable, temporary living quarters while on pleasure excursions or while touring for business, professional, educational, or recreational purposes.

["Truck tractor,"](#) any motor vehicle designed and used primarily for drawing other vehicles and not so constructed as to carry a load other than a part of the weight of the vehicle and load so drawn.

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["Used vehicle,"](#) any motor vehicle to which title has been issued to someone other than the first person who took title to the motor vehicle from the manufacturer's statement of origin or manufacturer's certificate of origin; and

["Used vehicle dealer,"](#) any person who, for commission or with intent to make a profit or gain sells, exchanges, rents with option to purchase, offers or attempts to negotiate a sale or exchange of used vehicles or who is engaged in the business of selling used vehicles.

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["Vehicle,"](#) any new or used automobile, truck, truck tractor, motorcycle, motor home, trailer, semitrailer or travel trailer of the type and kind required to be titled and registered under chapters [32-3](#) and [32-5](#), except manufactured homes, mobile homes, mopeds or snowmobiles;

["Vehicle"](#) shall have the meaning ascribed to it by § [32-9-1](#).

["Vehicle dealer,"](#) any person who, for commission or with intent to make a profit or gain, sells, exchanges, rents with option to purchase, offers or attempts to negotiate a sale or exchange of new, or new and used vehicles, or who is engaged wholly or in part in the business of selling new, or new and used vehicles.

["Vehicle identification number,"](#) the number assigned by the manufacturer or by the department for the purpose of identifying the vehicle. The term includes any number or letters assigned by the manufacturer for the purpose of identifying a component part and any such number stamped on a vehicle or part according to law or the rules promulgated by the department for the purpose of identifying the vehicle or part.

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["Waters of this state,"](#) any public waters within the territorial limits of this state and all waters which form a common boundary between this state and Minnesota, North Dakota, Montana, Wyoming, Iowa, or Nebraska.

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Motor Vehicle Forms

Title and Registration

Title & Registration Forms
Application for Replacement of License Plates, Registration Stickers, or Lost Title Form
Duplicate Title Application Form
Motor Vehicle and Boat Title Application Form
Motor Vehicle Exemptions
Out-of-State Dealer Tax Assessment Form
Request for Tonnage Decals (HVUT) Form
Tax Payment Verification Form
Tribal Member Motor Vehicle Exemption Form

Titles and Registration Forms

Application for Replacement of License Plates, Registration Stickers, or Lost Title (Lost in Mail)

[Application for Replacement of License Plates, Registration Stickers, or Lost Title Form](#)



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

Form 1006

**Application for Replacement of License Plates, Registration Stickers,
Off-Road Decal, or Lost Title (Lost in Mail)**

A

Instructions

Complete and submit this form to the county treasurer's office. Office locations and mailing addresses for county treasurers can be found at <http://dor.sd.gov>

B

Applicant &
Vehicle
Information

Name(s): _____ * Mailing Address: _____ *

City: _____ * State: _____ * Zip code: _____ *

Phone #: _____ * Email Address: _____ *

Title #: _____ VIN/HIN: _____ *

C

Replacement of
License
Plates/Registration
Stickers/Off-Road
Decal

I, _____, certify that I am the current registered owner of the above-described vehicle; that plates/stickers/decal were issued on _____, to the same address (listed above), on file at the MVD and it is within 90 days of the issue date and that the license plates/registration stickers, for which I have previously paid the required fee, have not been received by me.

License Plate/Decal # _____ Registration Stickers License Plates Off-Road Decal

I hereby request that the county treasurer or MVD issue replacement license plates/registration stickers/decal at no additional cost to me. I swear, under penalty of perjury, that I will not use the replacement license plates, registration stickers or off-road decal on any vehicle other than the one identified above. I further swear, should the original set of plates, stickers or decal eventually be delivered to me, that I will not use them, nor allow them to be used, on any vehicle, but will immediately return them to the county treasurer office or MVD as describe in the box below.

Signature of Affiant: _____ Date: _____

If the license plates/registration stickers/decal were purchased from the county treasurer, please submit this form to your treasurer's office. If the license plates/validation stickers/decal were purchased online or at a self-service terminal location, please submit to the MVD at the address above.

D

Replacement
of Lost Title
Documents

I, _____, certify that I am the current registered owner of the above-described vehicle; that the vehicle title was originally printed on _____, to the same address (listed above) on file at the MVD and it is within 90 days of the issue date, that the title applications fees have been paid and that such title has not been received by me.

I hereby request that the Motor Vehicle Division issue a replacement title at no additional cost to me. I affirm that if the original title is eventually received, I will immediately return it to the Motor Vehicle Division at the above address.

Signature of affiant: _____ Date: _____

Duplicate Title Application
[Duplicate Title Application Form](#)



State of South Dakota
Motor Vehicle Division
445 East Capitol Avenue
Pierre, SD 57501
605-773-3541 dor.sd.gov

Form #1002

Duplicate Title Application

- A**
Instructions
1. Odometer readings are required on vehicles 2011 or newer and on vehicles with a GVW of 16,000 lbs. or less.
 2. If the duplicate title is to be mailed to someone other than the owner, the mailing instructions must be indicated on the form.
 3. If an individual authorized to sign for an owner through a power of attorney is signing this form, a copy of the power of attorney form is required. The original power of attorney form should be retained in the event it is needed for assigning the duplicate title.
 4. **Completed applications along with a \$10 fee must be submitted to your county treasurer's office.**

- B**
Vehicle Information
- Odometer reading is: _____ miles kilometers
- Declared actual vehicle mileage unless one of the following statements is checked:
- Stated mileage exceeds odometer's mechanical limits, or
- Stated mileage is not the actual mileage. WARNING-ODOMETER DISCREPANCY.

Title Number: _____ VIN/HIN: _____
Year: _____ Make: _____ Model: _____ Weight: _____

- C**
Owner Information
- Name (as it appears on the title): _____ SSN/SDDL: _____
Address: _____ City: _____ State: _____ Zip Code: _____
Special Mailing Name and Address: _____
City: _____ State: _____ Zip Code: _____

- D**
Lienholder Information
1. If the existing lien has been paid in full, a signed lien release must be submitted.
 2. If a lien needs to be noted at the time of the application, include the loan contract, and \$10 lien notation fee.
 3. If requesting a printed duplicate title, the request must comply with one of the reasons below. Check the applicable reason.
 - Moving to another state (title is required to register the vehicle in the new state of residence).
 - Insurance Claim/Total Loss
 - Court Order
 - Name Change, Addition or Deletion of an Owner
 - Other (MUST BE APPROVED BY THE MVD) Provide Reason: _____

- E**
Lienholder Signature
- By signing, the lienholder is granting approval for the owner to obtain a duplicate title. Note: Lender signatures are only required for an existing lien that was a paper title or an approved request for a printed title (Section D3 above)
1. Signature: _____ Name: _____ ID: _____
Address: _____ City: _____ State: _____ Zip Code: _____
 2. Signature: _____ Name: _____ ID: _____
Address: _____ City: _____ State: _____ Zip Code: _____

- F**
Unsworn Declaration
- I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct and that I have not transferred the vehicle or boat described above to another owner, or if it has been transferred, that I am applying for a duplicate title on behalf of the new owner. I certify the original title has been either lost, stolen, destroyed, mutilated, illegible or was never received.
- Signed on this _____ day of _____, _____ at _____.
- Printed Name: _____ Signature: _____
Printed Name: _____ Signature: _____

Motor Vehicle & Boat Title Application
[Motor Vehicle and Boat Title Application Form](#)



State of South Dakota
Motor Vehicle Division
445 East Capitol Avenue
Pierre, SD 57501
605-773-3541 dor.sd.gov

Form #1001

SD Title #: _____
County: _____ Boat #: _____

Motor Vehicle/Boat Title & Registration Application

A
Application
Request

This application is for a (select one):

- Motor Vehicle
 Boat

This application is for a (select only one):

- Title Transfer New Title Operation by Law
 Repossession Out-of-State Title Transfer Unpaid Repair Bill
 Interstate Title Abandoned Title

B
Vehicle/Boat
Information

Complete the applicable fields:

VIN/HIN: _____ Year: _____ Make: _____ Model: _____

Secondary VIN: _____ Year: _____ Make: _____

Primary Color: _____ Secondary Color: _____ Previous State/Brand: _____

Motor Vehicle: Body Type: _____ Weight/CC: _____ Fuel Type: _____

- Brand: (Check if applicable) Manufacturer Buy Back Manufacturer Buy Back-Rebuilt Parts Only
 Manufacturer Buy Back-Salvage Manufacturer Buy Back-Junking Certificate Junking Certificate
 Salvage Total Loss Recovered Theft

Odometer (complete for vehicles 2011 or newer): _____ Units (select one): Miles Kilometers

Odometer Brand: (Check one): Actual Mileage Exceeds Mechanical Limits Not Actual Mileage

Boat: Length: _____ ft. _____ in. Hull Material: _____ Boat Type: _____

Propulsion: _____ Type of Use: _____

C
Owner &
Address
Information

Instructions: In the owner's/lessor's/trust's name section include first, middle, last. In the type of ownership section select from the following: and, or, DBA, Guardianship, lessee, lessor, trustee, etc. In the customer type section select from the following: individual, company, dealer, government, or trust. In the identification number section input the SD driver's license number, or identification number, social security number, or federal employer identification number.

1. Owner/Lessor/ Trust: _____ Type of Ownership: Choose One ▾

Customer Type: _____ Identification #: _____

Address: _____ City: _____ State: _____ Zip Code: _____

2. Owner/Lessor/ Trust: _____ Type of Ownership: Choose One ▾

Customer Type: _____ Identification #: _____

Address: _____ City: _____ State: _____ Zip Code: _____

3. Owner/Lessor/ Trust: _____ Type of Ownership: Choose One ▾

Customer Type: _____ Identification #: _____

Address: _____ City: _____ State: _____ Zip Code: _____

4. Owner/Lessor/ Trust: _____ Type of Ownership: Choose One ▾

Customer Type: _____ Identification #: _____

Address: _____ City: _____ State: _____ Zip Code: _____

If the title mailing address is different from the address above, see title mailing address section on page 2.

Form #1001

DTitle Mailing
Address
InformationName: _____ Address: _____
City: _____ State: _____ Zip Code: _____**E**Contact
InformationContact Name: _____
Email Address: _____ Phone #: _____**F**Motor
Vehicle/Boat
Purchase
Information**Note: A guide published by the automobile industry will be used to check values.**Vehicle/Boat is: Tax exempt (if claiming exemption, list #: _____) Rental Vehicle/SD Sales Tax #: _____ Non-profit donated vehicle/corporation #: _____ Title Only: (If applying for a "Title Only" in signing

Purchase Date: _____

this application you are attesting that the boat/vehicle will not be used upon the waterways, streets, or highways of this state or any state.) Applications must be made with 45 days of the purchase date.

1. Purchase Price	
Bill of Sale not available/NADA <input type="checkbox"/>	
2. Less Trade-in Allowance	
3. Difference	0
4. Tax (3% for boat, 4% for vehicles of line 3)	
5. Tax Penalty & Interest	
6. Credit for Tax Paid to Another State	
7. Title Fee	\$10.00
8. Late Fee (Application made after 45 days)	
9. Lien Fee	
10. Balance Due for Title Application	

PENALTY: Any person failing to pay the full amount of excise tax is subject to a Class 1 misdemeanor.**PENALTY: Any person who intentionally falsifies information on this application is guilty of a Class 6 felony.****South Dakota Dealer Price Certification: I hereby certify that the purchase price and trade-in allowance on this application is correct and that all accessories and added equipment have been reported.**

Dealer Name: _____ Dealer Signature: _____

1st Trade-in Information

Year: _____ Make: _____ VIN/HIN: _____ Title #: _____

2nd Trade-in Information

Year: _____ Make: _____ VIN/HIN: _____ Title #: _____

GLienholder
Information**Electronic Lien & Title (ELT): A paper title is not printed until lien(s) are released or a request by a lienholder is approved.****1st Lienholder**Name: _____ Address: _____
City: _____ State: _____ Zip Code: _____**2nd Lienholder**Name: _____ Address: _____
City: _____ State: _____ Zip Code: _____**H**Unsworn
Declaration**I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct.**

Signed on this _____ day of _____, _____ at _____.

Printed Name: _____ Signature: _____

Printed Name: _____ Signature: _____

Printed Name: _____ Signature: _____

Printed Name: _____ Signature: _____



Motor Vehicle Exemptions

Exemptions
5-11 must
have been
titled in
South
Dakota

- 01 - Vehicle/boat and house trailer owned by United States, State, County, Municipality, Township, Public or Nonpublic Schools accredited by the Dept. of Education and Cultural Affairs, Indian Tribes or schools, nonprofit community support providers, or of fire departments or buses owned by churches, and farm vehicles as defined in 32-5-1.3.
- 02 - Vehicle/boat acquired by inheritance from or bequest of a decedent.
- 03 - Vehicle/boat previously title or licensed jointly in the names of two or more persons and subsequently transferred without consideration to one or more such persons.
- 04 - Vehicle/boat transferred without consideration between spouses, between a parent and child, and between siblings.
- 05 - Vehicle/boat transferred pursuant to any mergers or consolidations of corporations.
- 06 - Vehicle/boat transferred by a subsidiary corporation to its parent corporation.
- 07 - Vehicle/boat transferred between an individual and a corporation where the individual and the owner of the majority of the capital stock of the corporation are one and the same.
- 08 - Vehicle/boat transferred between a corporation and its stockholders or creditors when to effectuate a dissolution of the corporation.
- 09 - Vehicle/boat transferred between an individual and a limited or general partnership where the individual and the owner of the majority interest in the partnership are one and the same person.
- 10 - Vehicle/boat transferred to effect a sale of all or substantially all of the assets of the business entity.
- 11 - Vehicle/boat transferred between corporations, both subsidiary and no subsidiary, if the individuals who hold a majority of stock in the first corporation also hold a majority of stock in the second corporation; but these individuals need not hold the same ratio of stock in both corporations.
- 12 - Vehicle/boat acquired by a secured party or lienholder in satisfaction of a debt.
- 13 - Vehicle first transferred to a person other than a licensed motor vehicle dealer when such vehicle was previously licensed and registered pursuant to 32-5-27 (exemption applies only if title previously coded 27).

- 14 - Any motor vehicle sold or transferred which is eleven or more model years old and which is sold or transferred for \$2,500 or less and any boat which is eleven or more model years old and which is sold or transferred for \$2,500 or less. (\$2,200 prior to July 1, 2016)
- 17 - Out-of-state vehicle titled (option of licensing) in the corporate name of a licensed motor vehicle dealer according to 32-5-27. First retail sale of vehicle is taxable.
- 18 - Motor vehicle/boat transferred by a trustor to his trustee or from a trustee to a beneficiary of a trust.
- 19 - Vehicle rented for 28 days or less and not consecutively rented for more than one 28-day period or a trailer that has an unladen weight of 9,000 pounds or more, rented for 6 months or less and not consecutively rented for more than one 6 month period.
- 36 - Franchised (new) motor vehicle dealer pays 4% excise tax on the manufacturer's suggested retail price of a new vehicle and licenses motor vehicle.
- 42 - Dealer titles (option of licensing) used vehicle/boat and does not pay excise tax.
- 48 - Nonprofit corporation that will donate vehicle.
- 84 - Insurance company titles vehicle/boat and does not pay 4% excise tax. Plates are not removed from vehicle.
- 92 - House trailer (subject to 4% initial registration fee upon initial registration).
- 94 - ATV's purchased prior to July 1, 2016 are exempt from the 4% excise tax.
- 95 - A "title only" is issued when the applicant does not purchase license plates or pay the 4% excise tax. In signing this application, you are attesting that the vehicle/boat will not be used upon the streets and highways/waters of this state or any other state.
- 97 - Tax previously paid by the owner of the vehicle/boat (previous interstate, or noting a third lien).
- 98 - Applies when an even trade takes place where both vehicles/boats are of equal value or a trade down takes place where the vehicle/boat purchased has lesser value than the vehicle/boat traded. Prices must be substantiated with a bill of sale.
- 99 - Applicant surrenders out-of-state title in applicant's name from a state that has an equal and similar tax for a South Dakota title, reciprocity is granted.

Out of State Dealer Tax Assessment
[Out-of-State Dealer Tax Assessment Form](#)

Form# 1004



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

Out-of-State Dealer Tax Assessment

A
Instructions

This form is to be filled out by the dealer who sells the motor vehicle. Please submit the completed form with the title transfer paperwork to the county treasurer's office.

B
Dealership
Information

Name of Dealership: _____ Agent for Dealership: _____
Street Address: _____ City _____ State _____ Zip _____
Phone Number: _____ Email Address: _____

C
Vehicle
Information

Year: _____ Make: _____ Model: _____
VIN/HIN: _____ Title Number: _____

D
Tax
Information

Date of Sale: _____ Selling Price: _____ Tax Amount: _____
State Tax was Paid to: _____ Tax Type (Sales, Excise, Etc.) _____

E
Purchaser
Information

Purchaser's Name: _____ Address: _____
City: _____ State: _____ Zip Code: _____

F
Unsworn
Declaration

This statement is made with the knowledge that it is a Class 5 felony to make a false statement and that in doing so, I am subject to the penalty of South Dakota law.

I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct.

Signed on the _____ day _____, _____ at _____.

Printed Name of Dealership Representative: _____.

Dealership Representative's Signature: _____.

Request for Tonnage Decals (HVUT)
[Request for Tonnage Decals \(HVUT\) Form](#)



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>
DORform2290@state.sd.us

FORM: 1100

Tax Period: _____
County: Choose One ▾

Request for Tonnage Decals (HVUT)

A

Customer Information

Registered Owner: _____ * ID#/EIN: _____
Business Name or Business Owner (name on form 2290): _____
Email Address: _____ Phone #: _____

B

Vehicle Information

South Dakota Title Number or VIN:	Year	Make
_____ *	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

I hereby affirm that I have not paid the federal Heavy Highway Vehicle Use Tax (HVUT) on the vehicle(s) listed above but qualify to receive tonnage decals under one of the following conditions: (Check appropriate box)

I acquired the vehicle(s) within 60 days prior to this date. I acknowledge that a HVUT return for the current period must be filed with the IRS within 60 days and agree to provide a copy of the stamped form 2290 to the State of South Dakota as proof this was done. Visit www.irs.gov/trucker for information about the Heavy Highway Vehicle Use Tax.

I have filed to suspend the tax. My HVUT return was submitted to the IRS requesting suspension of the tax for the above vehicle(s) because it will be driven fewer than 5,000 miles (7,500 miles for agricultural vehicles) during the current HVUT period. I agree to provide the State of South Dakota a copy of my stamped form 2290 within 90 days from the date of registration.

This is NOT a Highway Vehicle and meets ALL criteria listed below to be excluded from filing the HVUT.

- The vehicle chassis has permanently mounted to it machinery or equipment used to perform certain operations (construction, manufacturing, drilling, mining, timbering, processing, farming, or similar operations) if the operation of the machinery or equipment is unrelated to transportation on or off the public highways;
- The vehicle chassis has been specially designed to serve only as a mobile carriage and mount (and power source, if applicable) for the machinery or equipment, whether or not the machinery or equipment is in operation; and
- The vehicle chassis couldn't, because of its special design and without substantial structural modification, be used as part of a vehicle designed to carry any other load.

C

Unsworn Declaration

I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct.

Signed on the ___ day of _____, _____ at _____ *

Printed Name: _____ * Signature: Signature Here

[CLICK TO SIGN](#)

Notice to customers who paid the HVUT and request for proof of filing:

You are hereby notified that proof of filing must be supplied to the State for vehicles required to pay the Heavy Highway Vehicle Use Tax. Please supply a copy of your IRS stamped form 2290 as proof of filing the HVUT. Copies of your unstamped return paperwork and proof of payment to the IRS may be supplied as alternative proof of filing the HVUT.

Your tonnage decals will not be released until this documentation is received by the State of South Dakota.

Email your documents to DORform2290@state.sd.us or provide to your county treasurer's office.

Tax Payment Verification
[Tax Payment Verification Form](#)



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

Form# 1007

Tax Payment Verification

A
Instructions

This form must be submitted with South Dakota's application for title to qualify for credit against South Dakota's motor vehicle excise tax for a like or similar tax paid to another state on the purchase of a vehicle. The out-of-state title being submitted must be in the same name as the applicant. The applicant will receive credit for the percentage of tax paid that is equal to or greater than the tax owed to this state.

B
Applicant
Information

Name: _____ Phone Number: _____
Address: _____ City: _____ State: _____ Zip: _____

C
Tax
Information

I am attaching proof from another state of tax previously paid. I acknowledge the Department may require additional documentation.

Amount Paid: _____ Tax Type (Sales, Excise, Etc.): _____
State tax was paid to: _____ Date of tax payment: _____

D
Unsworn
Declaration

This information is made with the knowledge that it is a class 5 felony to make a false statement to the Department of Revenue. I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct.

Signed on this _____ day of _____, _____ at _____.
Printed Name: _____ Signature: _____

Tribal Member Motor Vehicle Excise Tax Exemption Application
[Tribal Exemption Application Form](#)



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

Form# 1005

Tribal Member Motor Vehicle Excise Tax Exemption Application

A Instructions Please submit the completed application along with copies of your tribal identification card, your driver's license (if available) and the title application paperwork to your local county treasurer's office.

B Applicant Information Name: _____ Address: _____
City: _____ State: _____ Zip Code: _____
Phone Number: _____ Email Address: _____

C Vehicle Information Title Number: _____ VIN: _____

D Exemption Information To be exempt from South Dakota's motor vehicle excise tax imposed by SDCL 32-5b-1, at the time the vehicle is purchased the applicant must:

1. Be an enrolled member of a federally recognized Indian tribe; **AND**
2. Reside on Indian country (as defined by 18 U.S.C. § 1151) in South Dakota that is governed by the tribe in which you are a member.

Tax Exemption Code: _____

Tribe	Exemption Code
Cheyenne River Sioux Tribe	20
Crow Creek Sioux Tribe	23
Flandreau Sioux Tribe	24
Lower Brule Sioux Tribe	25
Oglala Sioux Tribe	26
Rosebud Sioux Tribe	21
Sisseton Wahpeton Sioux Tribe	28
Standing Rock Sioux Tribe	22
Yankton Sioux Tribe	29

E Exemption Qualifying Information Are you an enrolled member of a federally recognized tribe? Yes No
If yes, please identify the following: Tribe: _____ Enrollment Number: _____
At the time you purchased the vehicle, in which county did you live? _____

What was your physical address at the time you purchased the vehicle? (No PO box numbers)

What was the legal description of where you resided at the time you purchased the vehicle? (Only required for the following counties: Moody, Bennett, Mellette, Tripp, Gregory, and Charles Mix)

F Documentation & Signature Please attach copies of: Tribal Identification Card (Required) Driver's License
I declare and affirm under the penalties of law that the information I have provided on this application is in all things true and accurate.

Applicant's Signature: _____ Date: _____

License Plates and Decals

License Plates and Decals Forms

License Plates & Decal Forms
Affidavit for Duplicate License Plates
Disabled Person Parking Permit and License Plates Application Form
Emblem Decal Application Form
Exempt Entity License Plate Application Form
Farm Decal Application Form
Military License Plate Application Form
Personalized Plate Application Form
Refund Request Form
Special License Plate Application Form
Veteran and Active-Duty Military License Plate Application and Affidavit Form

Affidavit for Duplicate License Plate/Validation Sticker

SD EForm - 2022 V1

MV-102 Revised 07/08	Affidavit for Duplicate License Plate/Validation Sticker South Dakota Department of Revenue Division of Motor Vehicles 445 E. Capitol Avenue Pierre, SD 57501-3185 605-773-3541			
Declaration				
I, _____ of _____				
certify that I am the current registered owner of the described vehicle/boat and wish to purchase duplicate license plates and/or validation stickers.				
Vehicle Description				
Year _____	Make _____	VIN# _____	Title # _____	
Replacing License # _____		and/or Sticker # _____	Expiration Date: _____	
Reasons For Replacement (Please check one)				
<input type="checkbox"/>	Requesting county plates reflecting county of residency. (current plates are being surrendered to county treasurer)			
<input type="checkbox"/>	License plate is damaged. (current plates are being surrendered to county treasurer)			
<input type="checkbox"/>	License plates/decals lost or stolen.			
Lost or Stolen License Plates				
Lost or stolen license plates or validation stickers must be reported to a law enforcement agency. Reported to:				
Law Enforcement Agency		City		
Owner(s) Signature		Date		
New Plate Information (completed by county)				
Number of license plates returned to County Treasurer		0	1	2
Number of validation stickers returned to County Treasurer		0	1	2
Fees Paid	Motor Vehicle: \$10.00 _____	Trailer: \$2.00 _____		
	Motorcycle: \$2.00 _____	Snowmobile: \$2.00 _____		
		Boat: \$2.00 _____		
New License # _____		and/or Sticker # _____		
County		Date		
County Signature/Title				

White: Division of Motor Vehicle

Yellow: County

Pink: Owner

Disabled Person Parking Permit/License Plates Application
[Disabled Person Parking Permit and License Plates Application Form](#)



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

Form # 1305

Disabled Person Parking Permit and License Plates Application

A

Instructions

Complete and submit this application to your county treasurer's office with the applicable fees.

Note: You must be a resident of South Dakota to qualify for the special plates. If you do not possess a valid SD driver's license, some other form of proof of residency (SD utility bill in your name, etc.) is required.

B

Applicant Information

Name: _____ Dependent name (if applicable): _____

Address: _____ City: _____

State: _____ Zip Code: _____ County: _____

Email Address: _____ SD Driver's License # or SSN: _____

C

Permits

Select the type of permit that you are applying for. Check all permits that apply. See page two for medical certification, which is required for all permits.

- Permanent Portable Permit (Permanent permits must be renewed every five years. A doctor certification is not required upon renewal.)
- Renewal of Permanent Portable Permit (This permit is renewable 90 days prior to the expiration date. A doctor certification is not required upon renewal.)
- Two Portable Permits Requested (Permanent permits only.)
- A Second Portable Permit Requested (Permanent permits only.)
- Temporary Portable Permit (Issued for a temporary disability not to exceed twelve months.)
- Renewal of Temporary Permit (See page two for medical certification.)

Original Permit/DP Number: _____ Previous Expiration Date: _____

D

Plates & Vehicle Information

Select the type of plate that you are applying for then complete the vehicle information. Note: a \$7.50 fee is required for each set of license plates to be mailed.

- Vehicle
- Motorcycle

Year: _____ Make: _____ Model: _____

Title Number: _____ VIN: _____

Current Permanent DPPP Number (if applicable): _____

E

Signature

I hereby request that a portable physically disabled parking permit or license plates be issued in the name of the applicant (certified applicant). I certify that I am a resident of SD and that the above information is accurate and by signing this application, I certify that I have read and understand this application pertaining to physically disabled parking responsibilities, uses and penalties and fines of using and displaying a physically disabled parking permit or special license plates. I further understand that it is a Class 1 misdemeanor to submit a false or fraudulent application or to alter a permit. I also give permission to the applicant's physician to supply the information requested on this application.

Signature is by: (Check one)

- Medically Certified Applicant (print name): _____
- For Applicant By (Print name and relationship): _____

Signature: _____ Date: _____

Note: A physician is required to complete section F on page 2.

F

Physician
Confirmation

Please have your physician complete the following page. Check all circumstances that apply. A disability in and of itself is not a valid criterion for certification.

- Cannot walk 200 feet without stopping to rest.
- Cannot walk without the use of, or assistance from, a brace, cane, crutch, another person, a prosthetic device, a wheelchair, or another assertive device.
- Is restricted by lung disease to such an extent that the person's forced (respiratory) expiratory volume for one second, when measured by spirometry, is less than one liter, or the arterial oxygen tension is less than 60 mm/hg on room air at rest.
- Uses portable oxygen.
- Has a cardiac condition to the extent that the person's functional limitations are classified in severity as class III or class IV according to the American Heart Association leaflet: "The functional and therapeutic classifications of patients with diseases of the heart," in print on June 1st, 1990.
- Is severely limited in ability to walk due to an arthritic, neurological, or orthopedic condition.

Please check the applicable condition of the applicant/dependent.

- Physical disability is permanent. (If checked, portable permit must be renewed every five years, but does not required doctor certification upon renewal)
- Physical disability is temporary. (Portable permit can be issued for a maximum length of one year.)
Date of onset: _____ Expected date of recovery: _____

Physician Note: Permissive use of physically disabled parking facilities should only be approved in those situation where an applicant or dependent's physical or medical condition is such that it is impossible or causes severe physical hardship on the applicant or dependent to use parking facilities other than those reserved for physically disabled parking.

Physician's Statement: Under punishment of perjury, in my opinion the applicant meets one or more of the six conditions listed under ARSD 64:34:01:01:01 and entitles the applicant or dependent to receive a permanent or temporary portable permit, or license plates as provided under SD law.

Physician's Name: _____ Address: _____
 City: _____ State: _____ Zip Code: _____
 Phone Number: _____
 Physician's Signature: _____ Date: _____

G

County
Treasurer's
Use
(Must be
completed)

Permit Number(s): _____ Issue Date: _____
 License Plate Number: _____ Expiration Date: _____

H**Usage
Instructions**

Please read the following information before completing the disabled person parking permit and license plates application. Note: You must be a resident of South Dakota to qualify for the special plates and permit. If you do not possess a SD driver's license, some other proof of physical residence in the state is required such as a utility bill in your name indicating a physical SD address.

Responsibilities:

- A. By completing and signing the application, you are requesting issuance of either a special portable permit or vehicle license plates to park in reserved parking for individuals with physical disabilities. By signing the application, you are also subject to all rules, laws, regulations and fines governing the use of the special portable permit or license plates.

Eligibility: (32-5-76 through 32-5-76.3)

- A. Eligibility for special portable permit or vehicle license plates. (ARSD 64:34:01: 01:01) Persons with physical disabilities which limit or impair their ability to walk 200 ft. without assistance for a portable permit or vehicle license plates. Such persons must meet one or more criteria as certified by a licensed physician.
- B. The parent or legal guardian of a dependent with physical disabilities which limit or impair their ability to walk 200 ft. without assistance are eligible for a portable permit or vehicle license plates. Such persons must meet one or more criteria as certified by a licensed physician.

Types of Reserved Physically Disabled Person's Parking Permits:

- A. Permanent portable permits are issued to individuals who have a permanent physical disability. They are issued for a maximum of 5 years and can be renewed. Renewals do not require doctor certification.
- B. Temporary portable permits are for individuals who have a temporary physical disability and expire not more than 12 months after the date of issuance.
- C. Vehicle license plates with appropriate reserved physically disabled person's designation are issued only to individuals with permanent physical disabilities. Note: In all three cases, if the applicant is no longer considered to have a physical disability or is deceased, the distinctive portable permit or license plates shall be surrendered to the county treasurer. Failure to surrender the portable permit or licenses plates is a Class 2 misdemeanor.

Use of Permit or Special Vehicle License Plates:

- A. The permit or special license plates are to be used only to transport a physically disabled person(s) and permit the operator of a vehicle transporting the physically disabled person(s) to park only for the time reasonably necessary to load or unload passengers in any space reserved for the physically disabled.
- B. When using a reserved physically disabled person's parking site to load or unload a physically disabled person, the permit must be visually displayed through the front windshield of the vehicle.
- C. For safety reasons, before exiting a designated physically disabled person's parking site, the permit must be removed from the rearview mirror before the vehicle is set into motion.
- D. All physically disabled person's parking permits bear an expiration date. A permit may be renewed 90 days prior to its expiration date by completing a permit application and, if required, having it validated by a physician. Applications may be obtained through your local county treasurer's office.

Penalties and Fines:

- A. Individuals giving false information on the application for a portable permit or special license plates or altering a portable permit are subject to a Class 1 misdemeanor.
- B. Failure to display a portable permit does not excuse the permit holder from parking violations issued because of failure to display the permit (ARSD 64:34:01:05)
- C. Any person who is not certified as physically disabled who exercises the reserved parking privileges granted to individuals with disabilities will be subject to a Class 2 misdemeanor. The court shall assess a fine of not less than \$100 if the parking space is marked in accordance with the Americans with Disabilities Act Accessibility Guidelines as of January 1st, 2002. (SDCL 32-30-11.3).
- D. If the applicant is no longer a person with a physical disability, is deceased, or if the applicant no longer transports persons with physical disabilities, the portable permit and/or special license plates must be surrendered within 30 days to the county treasurer of the applicant's county or residence.
- E. The owner of any vehicle not displaying a serially numbered certificate or special license plates parked in a parking space designated as reserved for people with physical disabilities is subject to a Class 2 misdemeanor. The court shall assess a fine of not less than \$100 if the parking space is marked in accordance with the Americans with Disabilities Act Accessibility Guidelines as of January 1st, 2002.

Class 1 or 2 Misdemeanor Definition (§ 22-6-2)

- A. Except as otherwise provided by law, misdemeanors are divided into two classes which are distinguished from each other by the following maximum penalties which are authorized upon conviction:
1. Class 1 misdemeanor: one-year imprisonment in a county jail or one thousand dollar fine, or both;
 2. Class 2 misdemeanor: thirty days imprisonment in a county jail or two hundred dollar fine, or both.

Care and Replacement of the Portable Permit:

It is the responsibility of the permit holder to ensure that the permit(s) is kept in a secure place to prevent the permit from being lost or stolen. The permit holder will be held responsible for any misuse or any permit which has not been reported lost or stolen to law enforcement and to the Motor Vehicle Division, Special Licensing Section.

If a permit is reported lost or stolen to the proper agencies, the permit reported may not be reactivated if found or returned to the permit holder. Once the permit is reported lost or stolen, it is flagged invalid and should not be used. The permit should be returned to the county treasurer.

Any alterations to the permit void the permit.

If a permit becomes deteriorated to the point where any information is obliterated, the permit holder must replace the permit. The deteriorated permit should be returned with the application for a replacement permit.

Application is made through your local county treasurer's office.

Emblem Plate Decal Application
[Emblem Decal Application Form](#)



State of South Dakota
 Motor Vehicle Division
 445 E. Capitol Avenue
 Pierre, SD 57501
 605-773-3541 <http://dor.sd.gov>

Form # 1306

Emblem Plate Decal Application

A
 Instructions

Complete the application and submit to the Motor Vehicle Division. Payment must be submitted with the application. An electronic decal design with the requested logo must be submitted with the application. The accepted file format is vector art format (i.e.: Adobe Illustrator). Please submit logo designs via email to emblem@state.sd.us.

To qualify for emblem plate decals an organization needs to meet the following requirements, as defined in 32-5-176:

1. The primary activity is to serve the community, contribute to the welfare of others and is not offensive or discriminatory.
2. The name and purpose of the organization does not promote any specific product or brand name that is for sale.
3. The decal of the organization does not promote a specific religion, faith, or anti-religious beliefs.
4. If the organization is a first responder organization, the SD Department of Public Safety must approve the application and decal.

B
 Organization Information

Organization Name: _____ * Address: _____ *

City: _____ * State: _____ * Zip Code: _____ *

Contact Person: _____ * Email Address: _____ *

Contact Phone Number: _____ * FEIN: _____ *

C
 Decal Requirements

In addition to the completed application, as defined by SDCL 32-5-175, the organization must provide the following documents: Either attached to this form or emailed to the address above.

1. A copy of its Articles of Incorporation for each organization.
2. A copy of its Charter By-Laws for each organization.
3. Any Internal Revenue Service ruling for each organization's non-profit tax exemption status.

Please answer the following questions:

1. Is your organization a non-profit corporation or group of non-profit corporations? Yes No
2. Is your organization on file with the Secretary of State's office? Yes No
3. Does your organization have at least 200 members, donors, or volunteers? Yes No

The sale of these emblems is subject to sales tax. Please provide your sales tax ID for verification: _____

D
 Decal Order Information

Standard plate decals can be no larger than 3 inches by 3 inches. Motorcycle plate decals can be no larger than 1 1/2 by 1 1/2 inches. (Decal designs must be on an opaque background.) Decals may be ordered in the quantities listed below at a cost of \$1.50 per decal set. Minimum order must be 200 decals. The prices below include a 15% administrative fee. Please contact our office at the email listed above for orders larger than listed below.

New Order Re-order

Check here if you are requesting a new design or a design change (associated setup fees are listed below.) **Set-up fees are charged for new decal designs or any existing decal design changes. All final designs must be approved by the South Dakota Motor Vehicle Division.**

The set-up fee for a new design or design changes are: 1-4 color design: \$50.00 5-8 color design: \$75.00

<input type="checkbox"/> 200 vehicle decals (100 sets)-\$115.00	<input type="checkbox"/> 200 motorcycle decals -\$115.00
<input type="checkbox"/> 250 vehicle decals (125 sets)-\$143.75	<input type="checkbox"/> 250 motorcycle decals -\$143.75
<input type="checkbox"/> 300 vehicle decals (150 sets)-\$172.50	<input type="checkbox"/> 300 motorcycle decals -\$172.50
<input type="checkbox"/> 400 vehicle decals (200 sets)-\$230.00	<input type="checkbox"/> 400 motorcycle decals -\$230.00

Total \$0.00

E
 Signature

Name on Credit Card for online payment: _____ *

Contact Signature: Signature Here Date: 04/20/2023

CLICK TO SIGN

CLICK TO SIGN

Exempt Entity License Plate Application
[Exempt Entity License Plate Application Form](#)



State of South Dakota
 Motor Vehicle Division
 445 E. Capitol Avenue
 Pierre, SD 57501
 605-773-3541 <http://dor.sd.gov>

Form 1307
 Date: _____

South Dakota Exempt Entity License Plate Application

A
 Application
 Information

Type of Application: (Please select one) New Re-assignment

Agency Name: _____

Mailing Address: _____

Special Mailing Address: (if different from above) _____

City: _____ State: _____ Zip Code: _____ FEIN #: _____

Contact Person: _____ Phone Number: _____

B
 Type of
 License
 Plates

All plate fees are \$9.20 plus \$7.50 for shipping, per set.

- State Federal County City/Township Tribal/BIE/BIA
- Church Bus Community Support Provider (approved by Division of Education) Mass Transit
- Fire Department Driver's Ed. (indicate school) _____
- Public School (indicate district name & number) _____ University
- Non-public school (indicate school name) _____ Technical School
- Special Education School Educational Cooperatives/Multi-districts
- Alternative Program for High School Students Vocational Multi-District
- School Bus (not school owned):
 Leased Contracted

Lessor/Contractor Name: _____ Address: _____

City: _____ State: _____ Zip Code: _____

C
 Vehicle
 Information

New Title # (if purchased from a SD dealer):	Year:	Make:	Vehicle Identification Number (VIN):	Plate # to be reassigned:

Each license plate will be issued a decal indicating the city location except counties, which will have a decal indication the county location.

Farm Decal Application
[Farm Decal Application Form](#)

Form# 1008



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

Farm Decal Application

A

Instructions

Completed applications must be submitted to the applicable county treasurer's office.

B

Farm Decal
Qualifications

One decal should be placed on each plate (front & rear) of each farm vehicle. The decals should be placed on the upper left of the current license plate.

If you are no longer operating a vehicle on which the farm decal should be displayed, remove the farm decals from the license plates.

Note: Farm vehicles are exempt from certain Federal Motor Carrier requirements if the motor vehicle meets the following criteria:

- Does not transport hazardous materials in a quantity requiring placarding.
- Travels in the state the vehicle is registered in or in another state.
- Is operated by an owner or operator of a farm or ranch, or by a family member or employee of the owner or operator.
- Transports agricultural commodities, livestock, machinery or supplies to or from a farm or ranch.
- Is not used in for-hire motor carrier operations, except if it is operated under a crop share farm lease agreement, is owned by a tenant with respect to that agreement; and is transporting the landlord's portion of the crops under that agreement.
- Either:
 - Has a GVW or GVWR (whichever is greater) of 26,001 or less, operating anywhere in the United States; or
 - Has a GVW or GVWR (whichever is greater) of more than 26,001 pounds, operating in interstate commerce within the state in which it is registered;
 - Has a GVW or GVWR (whichever is greater) of more than 26,001 pounds, operating in interstate commerce within 150 air miles of the farm or ranch with respect to which the vehicle is being operated, regardless of whether it is being operated within the state it is registered.

Note: The farm decals do not exempt your vehicle from any taxes or yearly license plate fees.

C

Signature

Signature: _____

Date: _____

Military License Plate Application
[Military License Plate Application Form](#)



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

Form #1303

Military License Plate Application

A

Instructions

Please complete the application and submit to the county treasurer's office with any applicable fees. There is a \$7.50 mailing fee for each set of plates. Applicant must possess a South Dakota driver's license or identification card to qualify.

B

Applicant Information

Applicant Name: _____ Address: _____
City: _____ State: _____ Zip Code: _____
Email Address: _____ Phone Number: _____

C

Vehicle Information

Plate Type: Vehicle Motorcycle
Year: _____ Make: _____ Model: _____
Title #: _____ VIN: _____

D

License Plate Selection

Please select the requested license plate and include any necessary documentation with the application.

These requirements apply to the following plates: a \$10 initial fee plus annual registration fees are assessed. Applicant must submit a copy of the DD214 forms, copy of certificate awarded upon presentation of medal, or other official documentation that substantiates eligibility.

- Air Force Cross
- Bronze Star
- Bronze Star with Valor Service
- Distinguished Flying Cross
- Distinguished Service Cross
- Navy Cross
- Silver Star

These requirements apply to the following plates: a \$10 initial fee and \$10 annual fee are assessed. There is a maximum of 2 sets of plates per applicant. Note: There is no fee assessed for the Congressional Medal of Honor plate.

- Congressional Medal of Honor
- Disabled American Veteran (Indicate V.A. Claim #: _____)
Benefits decision letter from the VA will need to be provided.
- Pearl Harbor Survivor
- Prisoner of War

These requirements apply to the following plate: a \$10 initial fee and \$10 annual fee are assessed. Applicant must submit a copy of their 2214 forms. There is a maximum of 2 sets of plates per applicant.

- Purple Heart

These requirements apply to the following plate: a \$10 fee plus annual registration fees are assessed. Applicant must submit a copy of their military ID.

- National Guard (Indicate State: _____ and National Guard Unit # _____)

These requirements apply to the following plate: a \$10 initial fee plus annual registrations fees are assessed. Applicant must submit a copy of the Department of Defense Report of Casualty (DD Form 1300) or death notice, or verification from the US Department of Veteran Affairs (VA) that the service member's death was service related.

- Gold Star (Family)

E

Unsworn Declaration

By signing this statement, I give consent to the Veteran's Administration to release information to the South Dakota Department of Revenue regarding my eligibility for the requested type of special license plate issued by the State of South Dakota.

I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct.

Signed on the _____ day of _____, _____, at _____.

Printed Name: _____ Signature: _____

Personalized License Plate Application
[Personalized Plate Application Form](#)

Form# 1300



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

Personalized License Plate Application

A
Instructions

Complete and submit this application to your county treasurer's office with the applicable fees. The Motor Vehicle Division may refuse to issue or recall previously issued personalized license plates. To qualify for a personalized plate an applicant must be a South Dakota resident (proof may be required). Personalized plates are only available on the following vehicles: non-commercial passenger vehicles or motor homes for a \$25 annual fee, and motorcycles for a \$20 annual fee. Initial applications require an additional \$7.50 mailing fee. Commercial vehicles and interstate registrations are NOT eligible for personalized plates.

Current license plates MUST be surrendered at the time of application.

B
Applicant Information

Applicants Name: _____ Address: _____
City: _____ State: _____ Zip Code: _____
Phone Number: _____ Email Address: _____

C
Vehicle Information

Year: _____ Make: _____ Model: _____
VIN/HIN: _____ Title Number: _____ Current Plate #: _____

D
Personalized Plate Request

Indicate any spaces you would like on the license plate. An applicant can check plate availability of specific plate option on www.sdcar.org "CK A PL8". Personalized plate requests will be denied if they contain any of the following:

- Special characters such as (#, \$, &, @, etc.)
- Vulgar words, terms, or abbreviations, characters that express, represent, or imply a profane, obscene, or sexual meaning
- Words or terms that are offensive or disrespectful of a race, religion, color, deity, ethnic heritage, gender, sexual orientation, disability status or political affiliation
- Words or terms that support lawlessness, unlawful activities, or that relate to illegal drugs or paraphernalia
- Foreign words or terms that fall into any of the previous categories
- Combinations of letters and/or numbers that conflict with or are a duplicate of another South Dakota license plate or plate series
- Combinations of letters and/or numbers that could be misinterpreted or are confusing from a readability standpoint for law enforcement purposes.

- Car, Truck, Motor Home Motorcycle Rear Plate Only -Current Mileage Required _____
- Current Mileage must be submitted annually at the time of renewal.
 - Note: To qualify for this plate, your vehicle must travel less than 7,500 miles per renewal year.

1st Choice: _____ (7-character limit for car, truck or motorhomes, 6-character limit for motorcycles)

2nd Choice: _____ (7-character limit for car, truck or motorhomes, 6-character limit for motorcycles)

Please explain the meaning of the requested personalized plate. If your first choice is not available or denied, your second choice will be considered.

1 Choice Meaning: _____

2nd Choice Meaning: _____

E
Applicant's Signature

Applicant's Signature: _____ Date: _____

Refund Request Form
[Refund Request Form](#)



State of South Dakota
 Motor Vehicle Division
 445 E. Capitol Avenue
 Pierre, SD 57501
 605-773-3541 <http://dor.sd.gov>

Form# 1600

Refund Request

A

Complete the applicable portion of the form to request a refund of fees paid.

Instructions

For commercial refund requests the following terms apply:

- Vehicle license plates and registration forms must be surrendered at the time the refund request is made.
- An administrative fee of \$10.00 will be withheld from the refund amount due.
- Applications for refund must be made by the 5th of the month for that month to be eligible for refund with the remaining months in the registration year.

For non-commercial refund requests the following terms apply:

- Refunds must be requested within 90 days from the date the registration was renewed.
- No refund may be made unless the stickers are returned **unused** and still attached to the registration card.
- Application must be submitted to the county treasurer's office where the vehicle was registered.

For refund requests of the SD motor vehicle excise tax the following terms apply:

- Required documentation must be submitted, along with the original title, and a \$10 title correction fee.

B

Applicant Information

Name: _____ Address: _____

City: _____ State: _____ Zip Code: _____

C

Vehicle Information

Year: _____ Make: _____ Model: _____ Transaction #: _____

Title #: _____ VIN: _____ License Plate # (if applicable): _____

Date of Registration: _____ Commercial License Tonnage (if applicable): _____

County: _____ Effective Date of Termination (for commercial refunds): _____

D

Refund Request & Signature

Please select a check box and sign the form for the applicable refund request:

Refund Calculation

Total Refund for _____ Months: \$ _____

Less Administrative Fee: \$ -10.00 _____

Net Amount of Refund: \$ -10 _____

Note: Refunds are paid directly to the vehicle owner.

- Commercial Refund**-I, the undersigned owner of the above reference vehicle, do hereby surrender the commercial license plates and vehicle registration form issued to this vehicle, and in doing, I understand this vehicle can no longer be used as a vehicle which is required by state law to be registered as a commercial vehicle. I request a refund of the unused portion of the commercial vehicle license fee paid.

- Non-Commercial Refund**-I certify that the above referenced vehicle was renewed in error and I have surrendered the vehicle's registration along with the **unused** license plate(s) and/or decal(s). This request for refund is made within 90 days of the date the license fee was paid.

County Use: The above **unused** registration, plate and/or decal has been surrendered to our office.

Refund Amount _____ County: _____ Employee Name: _____

- 4% Excise Tax Refund** -I certify that my reason for requesting a 4% excise tax refund is one of the following (select reason) and I have attached the required documentation, title correction fee, and original title:

- A bill of sale was not available or was incomplete at the time of the application. (submit bill of sale)
- Trade-in or purchase was indicated incorrectly by the dealership. (submit affidavit of facts from the dealership, corrected purchase agreement, and any other supporting documentation)

Owner's Signature: _____

Date: _____

Special License Plate Application
[Special License Plate Application Form](#)

Form # 1304



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

Special License Plate Application

A
Instructions

Please complete this form and submit to the county treasurer's office, along with any applicable fees and proof of South Dakota residency.

B
Applicant
Information

Name: _____ Address: _____
City: _____ State: _____ Zip Code: _____
Email Address: _____ Phone #: _____

C
Vehicle
Information

Year: _____ Make: _____ Model: _____
Title #: _____ VIN: _____

D
Plate
Selection

- Amateur/Commercial Radio:** (SDCL 32-5-65 & 32-5-65.1) Applicant must either have a current official license from the FCC. A copy of the FCC license must be included with the application. There is a \$7.50 mailing fee and a \$10 initial fee for this plate.
FCC License Issue Date: _____ Station Call Letters: _____
- Construction:** (SDCL 32-9-3 & 32-9-3.3) This vehicle must be inspected and approved by the Highway Patrol. There is a \$7.50 mailing fee and a \$25 annual fee for this plate. Plate Type: Vehicle Trailer
- Dignity:** (SDCL 32-5-184 to 32-5-186) There is a \$7.50 mailing fee and a \$10 initial fee for this plate.
Plate Type: Vehicle Motorcycle
- Firefighter:** (SDCL 32-5-113 to 32-5-122) Applicant must be currently certified and recognized by the State Fire Marshal's office. There is a \$7.50 mailing fee and a \$10 initial fee for this plate.
Affiliated Fire Department: _____
- Historical/Original Historical:** (SDCL 32-5-77 & 32-5-77.2) The vehicle must be more than 30 years older than the current model year. If applying for original historical plates, a color photograph of the original license plates must be included with this application. The original plates must have been issued in the same year as the model year of the vehicle and cannot conflict with any current plate series. There is a \$7.50 mailing fee for historical plates, a \$1.50 mailing fee for original historical registration and a \$10 one-time fee for both plates.
Plate Type: Vehicle Motorcycle Original Historical Plate Number: _____
- Indian Tribal:** (SDCL 32-5-123 & 32-5-124) There is a \$7.50 mailing fee and a \$10 initial fee for this plate.
Affiliated Tribe: _____
- Rear Plate Only:** (SDCL 32-5-179 to 32-5-183) To qualify for a rear plate only the motor vehicle cannot exceed 7,500 miles driven per year. The motor vehicle is not to be used for general or commercial transportation, but rather for occasional transportation, public displays, parades, and related pleasure and hobby activities. The current odometer is required. There is a \$7.50 mailing fee and a \$25 annual fee for this plate.
(Please use personalized license plate application for personalized rear plate requests.)
Current Odometer Reading: _____

E
Unsworn
Declaration

I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct.

Signed on the _____ day of _____, _____, at _____.

Printed Name: _____ Signature: _____

Veteran/Active-Duty Military Member License Plate Application
[Veteran and Active-Duty Military License Plate Application and Affidavit Form](#)



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

Form # 1302

Veteran & Active Duty Military License Plate Application & Affidavit

A Instructions Complete this application to apply for military active-duty license plates or military veteran license plates and submit to the county treasurer's office. A special plate fee of \$10 is assessed for each set of license plates ordered along with a \$7.50 mailing fee per set of plates. The annual registration fee associated with the vehicle must be paid prior to or at the time the special plate is ordered.

B Applicant Information Name: _____ Address: _____
City: _____ State: _____ Zip Code: _____
Email Address: _____ Phone: _____

C Vehicle Information Plate Type: Vehicle Motorcycle
Year _____ Make: _____ Model _____
Title Number: _____ VIN: _____

D Type of Plate Choose One: Active-Duty Member License Plate Woman Veteran License Plate
 Veteran License Plate Veteran Indian Tribal Plate (Section E and F not required)
Indicate Affiliated Tribe: _____
Current plates assigned to this vehicle must be returned to receive credit towards the purchase of this new plate. If the current plate is a specialty plate, you may keep the special plate, not receive credit, and they can be reassigned to another vehicle while valid.

E Military Branch Choose One: *Required field unless applying for a Veteran Indian Tribal Plate.
 Army Marines Coast Guard Navy Air Force

F Plate Indicator Optional-Choose One: If an indicator is not selected or "None" is selected, only the branch of service will be printed. (Not required if applicant is applying for a Veteran Indian Tribal Plate.)
 None Korea Desert Storm Retired Vietnam Bosnia
 Combat Veteran Panama Afghanistan Peace Time Grenada Iraq
 Cold War Gulf War Lebanon WWII Somalia

G Unsworn Declaration I hereby affirm under oath that I am the owner of the vehicle/motorcycle described in this application, that I am a resident of South Dakota, that I possess a valid South Dakota driver's license or identification card, and that I am:
 Currently serving on active duty in the US Armed Forces
 I am a military veteran according to SDCL 33A-2-1 which requires:
• Has served the full obligation for active duty, reserve, or National Guard service in the military, or receive an early discharge for a medical condition, hardship, reduction in force, or at the convenience of the military; and
• Has been separated or discharged from such service honorably or under honorable conditions.

I hereby request that the South Dakota Department of Revenue issue Veteran Plates or Active-Duty Member Plates based on the qualifying criteria. I understand that false attesting to these facts is a Class 2 misdemeanor and that it is a felony to falsify an affidavit.

I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct.

Signed on this _____ day of _____, _____, at _____.

Printed Name: _____ Signature: _____

Licensed Dealers
Licensed Dealers Forms

<i>Licensed Dealers</i>
Dealer License Application Form - Used by a dealer to become licensed to do business in South Dakota.
Dealer License Plate Application Form
Dealer's Report of Sale Form
45-day Title Delivery Extension Request Form
Foreign Title Trade in Form - Dealer form, used on an out-of-state titled trade-in vehicle.
Dealer Exit Audit Form
Application for Temporary Manufacturer, Customizer, or Dealer Permit Form - Used to apply for a temporary permit to display or sell certain vehicles at an event, e.g., Sturgis Motorcycle Rally.

Dealer Exit Audit
[Dealer Exit Audit Form](#)



State of South Dakota
 Motor Vehicle Division
 445 E. Capitol Avenue
 Pierre, SD 57501
 605-773-3541 <http://dor.sd.gov>

1405

Dealer Exit Audit

A
 Dealer
 Information

Dealer Name: _____* License #: _____*
 Owner's Name: _____* Owner's Home Address: _____*
 Owner's Home Phone #: _____ Out-of-business (OB) date: _____*

B
 Remaining
 Inventory

Year	Make	Complete VIN	SD Title Number

Please use the reverse side of the form or attach an additional sheet if necessary.

C
 Inventory
 Disposal

Please describe the disposal of the remaining inventory (i.e., date of upcoming liquidation sale, etc.). **Authorization is required if the inventory will not be disposed of within 14 days of the OB date.** Please use the reverse side of the form or attach an additional sheet if necessary.

D
 Inventory
 Title
 Transfers

Total number of vehicles to be titled in the owner's personal name (transfer must be done within 14 days of the OB date): _____

Year	Make	Complete VIN	SD Title Number

Please use the reverse side of the form or attach an additional sheet if necessary.

E
 Balance and
 Signature

Online computer account balance (if not previously paid, due at the time of the exit audit: \$ _____)

I attest that all vehicle sales have been completed and titles delivered; that sales records will be retained and available for 5 years from OB date; that any vehicle(s) being titled in my personal name cannot be offered for sale and will only be used for my personal use; and that I am responsible for payment of any remaining balance on my dealer online computer account.

Dealer Signature: _____ Date: _____

Dealer License Application
[Dealer License Application Form](#)



State of South Dakota
 Motor Vehicle Division
 445 E. Capitol Avenue
 Pierre, SD 57501
 605-773-3541 <http://dor.sd.gov>

1400

Dealer License Application

A
Instructions

Complete and submit this application along with all supporting documents (bond, insurance, lease, etc.) and the license fee to the address listed above. This form may be used to apply for more than one license for a single location.

B
Applicant Information

Dealer Name: _____ FEIN: _____
 DBA (if applicable): _____ County: _____
 Mailing Address: _____ City: _____ State: _____ Zip Code _____
 Physical Address: _____ City: _____ State: _____ Zip Code _____
 Phone #: _____ Email Address: _____
 Is the building owned or leased? _____ Supplemental/Auxiliary lots: _____

Note: If the building is leased, a copy of the lease must be submitted with the application.

C
License Type

Note: If you are a new dealer of any type you MUST complete the franchise section below. A vehicle dealer license also covers motorcycles/off-road vehicles and trailers.

Vehicle Motorcycle/Off-Road Mobile Home Snowmobile Boat

Trailer: Under 3,000 lbs. Over 3,001 lbs.

Other: Car Auction Final Stage Manufacturer Emergency Vehicle Dealer: In-State Out-of-State

D
Franchise Information

This section is to be completed by NEW vehicle dealers of any type. Note: A copy of your dealer agreement/franchise agreement must be submitted with this application.

Type of Vehicle:	Manufacturer:	Factory Sales Rep:	Sales Rep Office Address and Phone Number:

E
Owner Information

Type of Ownership:
 Individual Partnership Corporation (list officers) LLC (list individuals)

Name:	SD DL or SSN:	Date of Birth:	Alternate Phone #:

F
Authorized Signers

Individuals authorized to sign documents for the dealership:

Name:	SD DL or SSN:	Signature:

G

Surety Bond Information

Note: Bond certificate MUST be submitted with this application.

Bond Company: _____ Bond #: _____ Bond Amount: _____
Mailing Address: _____ City: _____
State: _____ Zip Code: _____ Phone #: _____

H

Insurance Information

Note: Insurance certificate MUST be submitted with this application.

Insurance Provider: _____ Amount of Coverage: _____
Phone #: _____ Email Address: _____
Effective Dates: _____ to _____ Policy #: _____ Agent: _____

I

Inventory Financing

Name of Institution: _____ Phone #: _____ Title Held: Y N
Address: _____ Effective Date: _____

J

Business Information

Yes No

- Is the principal place of business and any supplemental or auxiliary lot in conformance with all applicable building codes, zoning and land use ordinances? **Verification must be attached.**
- Is the principal place of business where the books, records, and files necessary to conduct the business are kept?
- Is the telephone number being used for the dealership published in the white or yellow pages or any other online directory?
- Is the principal place of business being maintained and continuously occupied with business hours posted in a conspicuous place in view of the public? List hours of operation below:
Sun: ___ to ___ Mon: ___ to ___ Tue: ___ to ___ Wed. ___ to ___ Thurs: ___ to ___ Fri: ___ to ___ Sat: ___ to ___
- Will the books, records, and files necessary to conduct the business be available at all reasonable hours to inspection by the department?
- Is the principal place of business in the residence of the applicant?
- Does the business maintain a service facility for the maintenance of franchised vehicles listed?
If not, do you have a service contract with an authorized service center for warranty work? Yes or No
- Does the lot(s) for display of the vehicle/boats have sufficient space to store five or more vehicles/boats?
- Has dealer applicant or any other partner, member officer, or financial supporter for the dealer license been convicted of a felony in the last 5 years?
If yes and it was a vehicle related felony such as odometer fraud, VIN tampering, vehicle theft, etc.
Please list: _____
- If a franchised dealer, is there any other licensed dealer within your *community franchised to sell the same line-make of vehicle?
If "yes" list dealer's name(s): _____
- Is a title service being used to do on-line title transactions?
If yes, list title service: _____

** "Community" as defined under SDCL 32-6B-1(4); the franchisee's area of responsibility as stipulated in the franchise. A community has a minimum radius of ten miles around an existing dealership.

K**Please attach the following documents:**

Additional Documents

 Insurance Certificate (see chart below) Copy of Lease (if applicable) Franchise agreement (New dealer only) Bond (see chart below) Zoning letter (Required for ALL)

Note: Zoning letters must state that the location is zoned properly for a dealership to display/sell vehicles. Failure to submit ALL required documents may result in a delay in processing your application. If you have any questions, please email dealerprogram@state.sd.us. Please include the county your dealership is in and a dealer agent will contact you.

L

Additional Information

License Type:

Vehicle dealer

Fee:

\$300/initial, \$175/renewal

Bond:

\$25,000

Insurance:

\$300,000

Mobile Home

\$300/initial, \$150/renewal

\$25,000

None

Motorcycle/Off-Road

\$250/initial, \$150/renewal

\$5,000

\$300,000

Trailer dealer:

Under 3,000 pounds

\$125/initial, \$100/renewal

None

None

Over 3,001 pounds

\$125/initial, \$100/renewal

\$10,000

None

Boat dealer

\$250/initial, \$175/renewal

\$20,000

None

Snowmobile dealer

\$150/initial, \$125/renewal

\$5,000

None

Dealer car auction agency

\$300/initial, \$175/renewal

\$50,000

\$300,000

Emergency Vehicle

\$300/initial, \$175/renewal

\$10,000

\$300,000

Final Stage Manufacturer

\$300/initial, \$175/renewal

\$25,000

\$300,000

M

Dealer System Use Agreement

Access:

Motor Vehicle Division shall provide Dealer with the necessary User ID to access the System and user documentation. Access to South Dakota title records and the electronic filing of South Dakota title forms is restricted to Dealers in good standing with the DMV and for only those uses approved by the DMV

Dealer's Duties:

The Dealer shall only request a Record for lawful business-related purposes. Dealer shall only reuse a record obtained from the System for lawful business-related purposes. The system shall be used exclusively by the Dealer and the Dealer's employees. The Dealer shall not allow others to logon to the system. Dealer shall make themselves and its employees knowledgeable regarding all laws and regulations related to record use and the retention and shall comply with the same. Dealer's **MUST** have signed confidentiality agreements with each employee that has access to the System.

This system must be utilized to record changes in vehicle ownership as it relates to dealership transactions, verifying vehicle ownership and updating dealership information.

Equipment:

The Dealer is responsible for and must provide all equipment necessary for accessing the System.

Assignment:

The Dealer's right to use the System is not transferable and is limited to the Dealer's own business needs. A Dealer can only obtain information from the System for business purposes.

Terms:

Dealers will be billed 25 cents for every transaction conducted in the system. Once this total reaches \$50, the dealer will be billed at the end of the month and is responsible for payment of these fees by the end of the following month or late fees and interest may be assessed.

The Dealer is solely responsible for any misuse of the DMV Dealer System and information obtained from it under the Online Use Agreement. Misuse may result in criminal penalties under the Federal Drivers Privacy and Protection Act.

By signing this you are certifying that the information contained in this application is true and accurate and that you agree to the terms as listed above. All information in this application is subject to verification prior to license issuance.

Name: _____

Signature: _____

Date: _____

Dealer License Plate Application
[Dealer License Plate Application Form](#)



State of South Dakota
 Motor Vehicle Division
 445 E. Capitol Avenue
 Pierre, SD 57501
 605-773-3541 <http://dor.sd.gov>

1401

Dealer License Plate Application

A
Instructions

Auto, motorcycle, trailer, mobile/manufactured home, snowmobile, boat dealers, and auto auction agencies (SDCL 32-6B-21, 32-6B-22, 32-6B-23, 32-6B-36.3, 32-6C-7, 32-7A-10, 32-7B-10)-Licensed dealers/auction agencies may apply for such license plates issued under a special numbering series established to identify such dealer/auction agency licenses upon payment. License plate fees are a \$7.50 mailing fee for each set of plates, and a \$1.50 mailing fee for each decal or set of decals.

B
Applicant Information

Name of Applicant: _____ Address: _____
 City: _____ State: _____
 Zip Code: _____ County: _____

C
Type of License Plates

For annual orders, indicate the number of plates in the quantity section and multiply that amount by the annual unit price. Plate fees are based on the dealer's license renewal month.

Order Type (Please Choose One) Monthly Annual

Plate Name	Plate QTY	Number of Months	Monthly Unit Price	Annual Unit Price	Mailing Fee Per Plate/Decal/Set	Total
Dealer 77 License Plates			\$8.42	\$101.00	\$7.50	
Trailer License Plates			\$2.00	\$24.00	\$7.50	
Motorcycle License Plates			\$2.00	\$24.00	\$7.50	
Snowmobile License Plates			\$.83	\$10.00	\$1.50	
Mobile/Manufactured Home License Plates			\$.83	\$10.00	\$7.50	
Boat License Plates			\$1.67	\$20.00	\$1.50	
Auction License Plates			\$7.00	\$101.00	\$7.50	
Dealer 88 Commercial License Plates						
2 Ton, 1-4,000 lbs.			\$7.08	\$85.00	\$7.50	
3 Ton, 4,001-6,000 lbs.			\$8.33	\$100.00	\$7.50	
4 Ton, 6,001-8,000 lbs.			\$9.58	\$115.00	\$7.50	
5 Ton, 8,001-10,000 lbs.			\$10.83	\$130.00	\$7.50	
6 Ton, 10,001-12,000 lbs.			\$12.50	\$150.00	\$7.50	
7 Ton, 12,001-14,000 lbs.			\$14.58	\$175.00	\$7.50	
8 Ton, 14,001-16,000 lbs.			\$16.67	\$200.00	\$7.50	
9 Ton, 16,001-18,000 lbs.			\$18.75	\$225.00	\$7.50	
10 Ton, 18,001-20,000 lbs.			\$20.83	\$250.00	\$7.50	
11 Ton, 20,001-22,000 lbs.			\$24.17	\$290.00	\$7.50	
12 Ton, 22,001-24,000 lbs.			\$27.50	\$330.00	\$7.50	
13 Ton, 24,001-26,000 lbs.			\$30.83	\$370.00	\$7.50	
Grand Total						

For fee schedules for additional tonnage/weight, visit our website at www.dor.sd.gov.

D
Disclosure and Signature

I certify, for or as the applicant, that the above information is true and correct to the best of my knowledge and belief. I under the conditions under which the license I have applied for is issued by the South Dakota Department of Revenue.

Applicant Signature: _____ Date: _____

Dealer's Report of Sale
[Dealer's Report of Sale Form](#)

1402



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

Dealer's Report of Sale

A

Instructions

Dealers authorized by the Motor Vehicle Division to opt out of the online computer system must file this form, along with a \$5 service fee, with the new purchaser's county treasurer within 15 days of the date of sale of the vehicle.

B

Purchaser
Information

Name: _____ SD DL#, SSN/FEIN _____

Address: _____ City: _____

State: _____ Zip Code: _____ County: _____

C

Vehicle
Information

VIN: _____ SD Title Number: _____

Make: _____ Year: _____ Selling Price: _____

Date of Sale (MM/DD/YYYY): _____

D

Signature

This statement is made with the knowledge that failure to submit the application or file the report of sale within the fifteen days constitutes a dealer violation.

Dealership's Name: _____ Dealer License Number: _____

Dealership Address: _____ City: _____

State: _____ Zip Code: _____

Signature: *Signature Here* _____ Date (MM/DD/YYYY): _____

CLICK TO SIGN

Dealer Request for 45 Day Title Delivery Extension
[45-Day Title Delivery Extension Request Form](#)



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

1403

45-Day Title Delivery Extension Request

A
Instructions

A request is being made within 50 days of the date of sale for an extension of the delivery of title to our retail customer for the below referenced vehicle. This extension is request because the lienholder on the title has failed to release the lien or deliver the title document to our dealership. **A copy of the lien release payoff verifying that payment has been made to the lienholder and the date the payoff was made must be attached.**

Complete and send this form to the Motor Vehicle Division dealer licensing program by emailing to dealerprogram@state.sd.us.
Note: A purchase agreement from when the vehicle was acquired and when the vehicle was sold must be attached.

B
Vehicle
Information

Year: _____ Make: _____ Model: _____
SD Title #: _____ VIN/HIN: _____

C
Sale
Information

Date of Sale: _____ Purchaser's Name: _____
Address: _____ Phone #: _____

D
Lienholder
Information

Please provide as much information as possible to equip the Motor Vehicle Division to resolve the problem.

Lienholder Name: _____ Address: _____
City: _____ State: _____ Zip Code: _____
Contact Person: _____ Phone #: _____

Other Information:

E
Dealership
Information

Name & License #: _____ Address: _____
City: _____ State: _____ Zip Code: _____
Contact Person: _____ Phone #: _____

Dealer Signature: *Signature Here* _____ Date: _____

F
For Office
Use

Approved Denied

MVD Representative Signature: _____ Date: _____

Foreign Title Trade in Form
[Foreign Title Trade in Form](#)

1404



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

Foreign Title Trade-in Form

A

Instructions

This form is for use with foreign (out-of-state) titles traded into a licensed dealer.

B

Vehicle
Information
(Trade-in
Vehicle)

Make: _____ VIN: _____

Model: _____ Year: _____

Title #: _____ License #: _____

C

Purchased
Vehicle
Information

Trade in on the following car, truck, trailer or motorcycle (New-Used):

Sold to: _____ Make: _____

VIN: _____ Model: _____

Year: _____ Title #: _____

D

Notice to
Dealers

To be attached immediately to foreign (out-of-state) title and surrendered by the purchaser to the county treasurer upon applying for the title and registration.

Dealers Name: _____ Dealer #: _____

Address: _____ City: _____

State: _____ Zip Code: _____

Dealer's Signature: _____ Date: _____

Temporary Events Dealer Permit
[Application for Temporary Manufacturer, Customizer, or Dealer Permit Form](#)



State of South Dakota
 Motor Vehicle Division
 445 E. Capitol Avenue
 Pierre, SD 57501
 605-773-3541 <http://dor.sd.gov>

1406

Special Events Application for Temporary Manufacturer, Customizer, or Dealer Permit

A
Instructions

Complete and submit this application to the South Dakota Motor Vehicle Division along with any applicable fees to the address listed above. All permits are \$500. If purchased prior to the event the permit is \$250.

Note: If you are displaying accessories only, you will not need a permit if the units displaying accessories are plated and titled with state-issued non-dealer plates. If using manufacturer/new (units with an MSO/MCO only) bikes or units, a permit **MUST** be purchased.

If a dealer is found to be in violation of any of the permit provisions, the dealer will be denied any request for a temporary permit for a period of 15 months from the date of the violation.

For additional questions contact dealer licensing by emailing dealerprogram@state.sd.us.

B
Applicant Information

Please attach a copy of the license and letter from your state showing you are in good standing with your state.

Manufacturer, customizer, or dealer name: _____ *

DBA (if applicable): _____ Dealer Number: _____ *

Address: _____ City: _____ *

State: _____ Zip Code: _____ Phone #: _____ *

Email: _____ FEIN: _____ *

Owner: _____ Event Contact Person: _____ *

C
Event Information

Event: _____ * Booth # and Location: _____ *

Effective Date: _____ * Expiration Date: _____ *

Note: The set-up date must be included in the effective date. Dates cannot be less than 3 days or exceed 15 days.

D
Permit Information

For all permit types—Only new units not currently franchised in SD may be displayed by an out of state dealer with the exception of trailer dealers. If there are franchised trailers in SD AND you have a letter from ALL SD trailer dealers in the state allowing you to display in SD.

- Motor Vehicle Manufacturer-Display Only Make of Units: _____
- Motor Vehicle Customizer-Display Only
- Trailer Manufacturer-Display Only
- Trailer Dealer-New Trailer-Display Only Make of Trailer: _____
- Trailer Dealer-Used Trailer-Sell
- Off-Road Vehicle/Motorcycle Dealer-Used-Sell-Units must be 2 model years old AND have 2,500 miles or more
- Off-Road Vehicle/Motorcycle Dealer-New-Sell Make of Units: _____

Note: SD off-road dealers—If event is 2 days or less, no permit is required if the event is in an adjoining county.

- Out of State Dealer (Classic Vehicle or Classic Motorcycle—vehicle must be at least 20 years old)—AUCTION ONLY
- Out of State Boat and Boat Trailer Dealer (New or Used)—Permit fee \$200.

Applying: Prior to Event or During Event Amount Due: \$0.00

E
Signature

Name on Credit Card for online payment: _____ *

Applicant's Name (Printed): _____

Applicant's Signature: *Signature Here* _____

Date: 04/21/2023

CLICK TO SIGN

CLICK TO SIGN

South Dakota Special Event Permit

Businesses planning to display or sell vehicles at a Special Event in South Dakota are required to obtain a Special Event Permit from the South Dakota Department of Revenue Motor Vehicle Division. This includes temporarily displaying passenger vehicles, motorcycles, off-road vehicles, trailers, campers, boats, or any other type of titled or MSO vehicle.

How much does a permit cost?

- \$500 if purchased during the event.
- \$250 if purchased before the event.

Displaying or Selling Motorcycles and Off-road vehicles?

- South Dakota new or used licensed motorcycle and off-road vehicle dealers may sell or display motorcycles or off-road vehicles at a Special Event without a permit if it is held within the county they are licensed. They must notify the Dealer Licensing Office.
- South Dakota new or used licensed motorcycle and off-road vehicle dealers may display *off-road units only* at a special event 2 days or less without a permit in the State of South Dakota. They must notify the Dealer Licensing Office.
- South Dakota licensed dealers displaying used outside of their county must purchase a permit and the motorcycles or off-road vehicles must be 2 model years old *and* have 2500 miles on the odometer.
- South Dakota licensed dealers may only display new out of county only if it is a manufactured special event in an adjoining county where no other like franchised dealers are *or* if there are no other franchised dealers in the state.
- Out-of-state motorcycle and off-road vehicle dealers must purchase a permit to sell or display new motorcycles or off-road vehicles, only if the make is not currently franchised in South Dakota.
- Out-of-state motorcycle and off-road vehicle dealers must purchase a permit to display or sell used motorcycles or off-road vehicles and the motorcycles or off-road vehicles must be 2 model years old *and* have 2500 miles on the odometer.
- Motorcycle or off-road vehicle manufacturers or customizers must purchase a permit for *display only* of motorcycles or off-road vehicles they build or modify.

Displaying or Selling Trailers?

- Licensed South Dakota trailer dealers may display and sell new and used trailers at any special event in the State of South Dakota without a permit.
- Trailer manufacturers must purchase a permit to display trailers at a Special Event
 - o This permit is for display only, sales are not allowed at the event.
- Out-of-state trailer dealers must purchase a permit to display and sell used trailers at a Special Event.
- Out-of-state trailer dealers must purchase a permit to display new trailers only if there are no other like franchised dealers in the state or if they have written permission from *each* franchised dealer of the same make of trailers.

Displaying or Selling Cars, Trucks, and RV's?

- Licensed South Dakota Dealers may sell or display vehicles at a Special Event without a permit if it is held within the county they are licensed. They must notify the Dealer Licensing Office.
- Licensed South Dakota Dealers may sell or display truck tractors or motorhomes outside their county of license under the Temporary Special Events lot definition. No permit is required.
- Licensed South Dakota Dealers may sell and display at a public auction if the vehicle is 20 years old or older without an additional license or permit.
- Motor vehicle customizers must purchase a permit to display cars, trucks, and RV's they build or modify.
 - o This permit is for display only. Sales are not allowed at the event.

Out-of-State Boat and Boat Trailer Dealers (New or Used)

- Licensed Dealers may display and sell at a South Dakota event if the event lasts 2 or more days.
 - o A dealer must fill out the Special Permits application 5 days prior to the event.
 - o The event must be a sponsored event and have at least 3 licensed boat dealers attending and displaying boats.
 - o The fee is \$200.00.
- South Dakota licensed dealers are not required to purchase a permit.

Out-of-State Dealers

- To obtain a dealer permit: attach a copy of your out-of-state dealer license and an affidavit stating there are no outstanding dealer violations.
- NOTE: In the event a dealer is found to be in violation of any of the permit provisions, said dealer will be denied any request for a temporary permit for a period of 15 months from the date of the violation.

Manufactured/Mobile Home
Manufactured/Mobile Home Forms

<i>Manufactured/Mobile Home</i>
<u>Affidavit for Movement for Disposal of Abandoned Mobile Home Affidavit Form</u>
<u>Mobile Manufactured Home Affidavit Form</u> (Choose home being placed on real estate)
<u>Mobile Manufactured Home Affidavit Form</u> (Choose home being removed from real estate)
<u>Notice of Abandoned, Unpaid Repair Bill, Storage Facility Lien, or Auction Agency Form</u>
<u>Notice of Intent to Sell or Dispose of Mobile Manufactured Home Form</u>

Affidavit for the Purpose of Movement for Abandoned Mobile/Manufactured Home
[Movement for Disposal of Abandoned Mobile Home Affidavit Form](#)



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

1011

**Affidavit for the Purpose of Movement for Disposal
of an Abandoned Mobile/Manufactured Home**

A

Instructions

Complete and take this form to your county treasurer's office with the appropriate fee.

If moving permit is requested, the county will issue a moving permit to the customer.

B

Home
Information

Make _____ Year: _____

Serial Number: _____

C

Real
Property
Owner

Affiant Name: _____ Address: _____

City: _____ State: _____ Zip: _____

Phone: _____ Email Address: _____ County _____

D

Affirmation
for Disposal
Purpose

I hereby affirm under oath I have obtained a title to the abandoned home for the sole purpose of the disposal of the home from real property owned by me and located at

(Address of physical location of abandoned mobile/manufactured home)

I wish to request a moving permit for the sole purpose of disposal (\$15 fee.)

E

Unsworn
Declaration

I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct.

Signed on this _____ day of _____, _____ at _____ (state).

Printed Name: _____ Signature: _____

F

County
Treasurer
Use Only

Title Surrender Date (90 days from date on affidavit): _____
(Fill in date)

60-day extension requested: _____
(Fill in date)

County Signature: _____ Date: _____

Mobile/Manufactured Home Affidavit Placed on Real Estate
[Mobile Manufactured Home Affidavit Form](#)
 Choose Home is being PLACED on real estate option



State of South Dakota
 Motor Vehicle Division
 445 E. Capitol Avenue
 Pierre, SD 57501
 605-773-3541 <http://dor.sd.gov>

Form # 1009

Mobile/Manufactured Home Affidavit

A	Purchaser/Owner(s): _____ <input type="checkbox"/> Home is being PLACED on real estate <input type="checkbox"/> Home REMOVED from real estate <input type="checkbox"/> Tax Affidavit Physical Address: _____ City: _____ State: _____ Zip Code: _____ Lender Name: _____ Lender Address: _____ City: _____ State: _____ Zip Code: _____
B	Home Information Year: _____ Make: _____ Model: _____ VIN: _____
C	Statements <input type="checkbox"/> Surrendered to Real Estate I(We) hereby give notice to all parties who may be affected or concerned in the premises and home listed above, that I (we) confirm our intentions to declare this home to be a fixture to real estate at the location listed above. I (we) further declare the title to such home is hereby surrendered and said property shall be treated as mortgaged property and subject to the requirements thereof. <input type="checkbox"/> Removed from Real Estate I(We) hereby give notice to all parties who may be affected or concerned in the premises and home listed above, that I (we) confirm our intentions to declare this home to be removed as a fixture to real estate at the location listed above. I (we) further declare my (our) intentions to obtain a title in my (our) name as the rightful owners of the manufactured home. Attached is an independent report indicating that lien searches have been conducted. <input type="checkbox"/> Movement of Home New Address: _____ Name of individual moving home: _____ Address: _____ Phone #: _____
D	Unsworn Declaration I (we) request that the Department of Revenue perform the actions required pursuant to SDCL 32-3 as indicated above in my (our) name(s) and that I (we) agree to protect and indemnify the South Dakota Department of Revenue, Motor Vehicle Division, against any and all liabilities and claims which may arise as a result of this transaction and agree at my expense to defend any suit that may be brought against the Secretary or any person acting for him as a result of issuing such certificate. Signed on the _____ day of _____, _____, at _____ (city), _____ (state). Purchaser/Owner Signature: _____ Lender/Authorized Agent Signature: _____
E	For County Treasurer Use Only I hereby attest that the appropriate taxes, as set out in SDCL 10-21-36 through 10-21-39, have been paid and that there are no outstanding taxes due to the county in which the mobile/manufactured home is located. Printed Name: _____ Signature: _____ Date: _____

Mobile/Manufactured Home Affidavit Removed from Real Estate

[Mobile Manufactured Home Affidavit Form](#)

Choose Home REMOVED from real estate option



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

Form # 1009

Mobile/Manufactured Home Affidavit

A

Affiant &
Lender
Information

Purchaser/Owner(s): _____

Home is being PLACED on real estate Home REMOVED from real estate Tax Affidavit

Physical Address: _____ City: _____ State: _____ Zip Code: _____

Lender Name: _____

Lender Address: _____ City: _____ State: _____ Zip Code: _____

B

Home
Information

Year: _____ Make: _____ Model: _____

VIN: _____

C

Statements

Surrendered to Real Estate

I(We) hereby give notice to all parties who may be affected or concerned in the premises and home listed above, that I (we) confirm our intentions to declare this home to be a fixture to real estate at the location listed above. I (we) further declare the title to such home is hereby surrendered and said property shall be treated as mortgaged property and subject to the requirements thereof.

Removed from Real Estate

I(We) hereby give notice to all parties who may be affected or concerned in the premises and home listed above, that I (we) confirm our intentions to declare this home to be removed as a fixture to real estate at the location listed above. I (we) further declare my (our) intentions to obtain a title in my (our) name as the rightful owners of the manufactured home. Attached is an independent report indicating that lien searches have been conducted.

Movement of Home

New Address: _____

Name of individual moving home: _____

Address: _____ Phone #: _____

D

Unsworn
Declaration

I (we) request that the Department of Revenue perform the actions required pursuant to SDCL 32-3 as indicated above in my (our) name(s) and that I (we) agree to protect and indemnify the South Dakota Department of Revenue, Motor Vehicle Division, against any and all liabilities and claims which may arise as a result of this transaction and agree at my expense to defend any suit that may be brought against the Secretary or any person acting for him as a result of issuing such certificate.

Signed on the _____ day of _____, _____, at _____ (city), _____ (state).

Purchaser/Owner Signature: _____

Lender/Authorized Agent Signature: _____

E

For County
Treasurer
Use Only

I hereby attest that the appropriate taxes, as set out in SDCL 10-21-36 through 10-21-39, have been paid and that there are no outstanding taxes due to the county in which the mobile/manufactured home is located.

Printed Name: _____

Signature: _____ Date: _____

Notice of Abandoned, Unpaid Repair Bill, Storage Facility Lien, or Auction Agency
[Notice of Abandoned, Unpaid Repair Bill, Storage Facility Lien, or Auction Agency Form](#)

Form 1026



State of South Dakota
Motor Vehicle Division
 445 East Capitol Avenue
 Pierre, SD 57501
 605-773-3541 <http://dor.sd.gov>

**Notice of Abandoned, Unpaid Repair Bill, or
 Auction Agency**

A
Notice Type

Notice was sent for: (*Note: Applicant must be in possession of vehicle to qualify for any process below.)

- Abandoned (Towed) - Vehicle was towed (notice must be sent within 45 days)
- Abandoned (Storage) - Vehicle left abandoned in a storage facility
- Unpaid Repair Bill - vehicle has an unpaid repair bill
- Auction Agency - Vehicle obtained through an insurance agency requested tow

B
Applicant Information

Please specify information about your removal agency, repair facility, storage facility or auction agency

Name _____* Business/Sales Tax License _____* Phone Number _____* Email Address _____*
 Street Address _____* City _____* State _____* Zip _____*

C
Vehicle Information

Year _____* Make _____* Model _____*
 License Plate Number _____ Serial/VIN Number _____*

D
Notice Sent To

Registered Owner	Lienholder	Insurance Company (for unpaid repair only)
Name _____	Name _____	Name _____
Street Address _____	Street Address _____	Street Address _____
City/State/Zip Code _____	City/State/Zip Code _____	City/State/Zip Code _____

Certified notice tracking number: _____* (Not required for a Storage Lien)
 Certified notice tracking number: _____ (Not required for a Storage Lien)

E
Statement

- Abandoned (Towed)** Vehicle was towed on _____ from _____ that is public property or private property and towed to our lot at the above address. As of the date of this notice, the total fees due are \$_____. Towing \$_____ Storage \$_____ * and additional storage at a rate of \$_____ per day will be assessed until the vehicle is claimed and removed. The owner and lienholder may reclaim the vehicle and shall notify the removal agency and Motor Vehicle Division in writing within 30 days of this notice. *If the removal agency does not give notice within ten days from the date of removal, no storage may be charged beyond the ten-day period until the notice is mailed.
- Abandoned (Storage)** Vehicle was left for storage on _____ at _____. As of the date of this notice, the storage charge is \$_____. The owner and lienholder may reclaim the vehicle within 30 days of this notice.
- Unpaid Repair Bill** Vehicle was left for repair on _____ at _____ as of the date of this notice, the total charge of \$_____ is due. The owner and lienholder may reclaim the vehicle and shall notify the repair facility and Motor Vehicle Division in writing within 30 days of this notice.
- Auction Agency** Vehicle was towed at the request of the insurance company _____ on _____ to our lot at the above address. As of the date of this notice, charges due are \$_____. The owner and lienholder may reclaim the vehicle after notification to reclaim has been sent to the agency in writing within 45 days of when the notice was received.



Affidavit

I affirm that this information has been examined by me, and to the best of my knowledge and belief, is in all things true and correct. I hereby attest that this notice was sent to the registered owner and lienholder and insurer (if required) within the required time frame. I understand that it is my responsibility to maintain record for proof of notices sent.

I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct.

Signed on the _____ day of _____, _____ at _____ (city), _____ (state)

Printed Name _____ Signature _____

Please refer to the statutes listed below and the procedures manual found on our website: http://dor.sd.gov/Motor_Vehicles/Publications/PDF/Procedures%20Manual.PDF for information regarding the application process.

Abandoned (Towed):
SDCL 32-36-1 through 32-36-11

- Documents to be submitted to the county treasurer's office:
- Application for Motor Vehicle Title and Registration
 - This properly completed Notice that was sent to the owner and any lienholder by certified mail
 - Tow Ticket (when removed from public property) or written approval from the landowner (when removed from private property)
 - Title fee of \$10

Abandoned (Storage):
SDCL 44-14-1 through 44-14-6 and 44-2-3 through 44-2-9

- Documents to be submitted to the county treasurer's office:
- Application for Motor Vehicle Title and Registration
 - This properly completed Notice that was sent to the owner and any lienholder by certified mail
 - Storage Rental Agreement
 - Title fee of \$10

Unpaid Repair Bill:
SDCL 32-3-67 through 32-3-69

- Documents to be submitted to the county treasurer's office:
- Application for Motor Vehicle Title and Registration
 - This properly completed Notice that was sent to the owner, lienholder, and insurer by certified mail
 - Unpaid repair bill
 - Title fee of \$10

***Once the title has been issued, the vehicle must be sold at public auction.**

Auction Agency:
SDCL 32-3-75

- Documents to be submitted to the county treasurer's office:
- Application for Motor Vehicle Title and Registration
 - This properly completed Notice that was sent to the owner and any lienholder by certified mail
 - Title fee of \$10

***Once the title has been issued, this vehicle must be sold by the auction agency.**

TITLE APPLICATION MUST NOT BE APPLIED FOR UNTIL THE 30 DAY REQUIRED WAIT TIME HAS PASSED.

Notice of Intent to Sell or Dispose of Mobile/Manufactured Home
[Notice of Intent to Sell or Dispose of Mobile Manufactured Home Form](#)



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

Form # 1010

Notice of Intent to Sell or Dispose of Mobile/Manufactured Home

A Instructions This form is to be completed by the real property owner, where the mobile/manufactured home is abandoned. This notice must be sent by certified mail to the registered owner and any identifiable lienholder.

B Recipients Notice Sent to the Registered Owner(s): _____
Address: _____ City: _____ State: _____ Zip Code: _____
Notice to the Lienholder (If applicable): _____
Address: _____ City: _____ State: _____ Zip Code: _____

C Sender Notice Sent from Real Property Owner: _____
Address: _____ City: _____ State: _____ Zip Code: _____
Phone Number: _____

D Mobile/Manufactured Home Information Year: _____ Make: _____ VIN: _____

E Statement & Unsworn Declaration The mobile/manufactured home noted above has been left on leased property at _____ (location). The court has issued a Writ of Possession and the home is considered abandoned if it is not removed within 30 days of this notice. Notice is hereby given that the above home will be offered for sale or disposed of (pursuant to Chapter 21-54), if the home is not removed within 30 days of receipt of this notice.

I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct.

Signed on this _____ day of _____, _____ at _____ (state).

Printed Name: _____ Signature: _____

Electronic Lien and Title
Electronic Lien & Title Forms

<i>Electronic Lien & Title (ELT)</i>
Motor Vehicle Affidavit Form
ELT Lender Application Form
Lender Paper Title Request Form
Notice to Submit Title Form
Lien Release Form

ELT Lender Application
[ELT Lender Application Form](#)



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

SD Electronic Lien and Title Lender Application

By signing the South Dakota Electronic Lien and Title Lender Agreement, participating lenders agree to the following conditions and requirements:

- The lender must provide their Lender ID (which is their FEIN if it is the principal location, secondary branches of the lender will provide their Lender ID followed by their 2-digit branch identifier) to all loan recipients and dealers utilizing selected lender services. The lender must require that all dealers utilizing selected lender services record the Lender ID on the South Dakota Application for Title with the accompanying lienholder information.
- The lender must work directly with their chosen provider's Help Desk to resolve all ELT discrepancies and data transmission issues.
- The lender shall use state data only for the purpose of fulfilling the requirements of ELT.
- The lender shall protect the confidentiality of the information and data to which lender has access. At no time shall the lender furnish to any person, association, or organization any vehicle or title data received from South Dakota Department without South Dakota Department's prior written consent.
- The lender has no proprietary rights to the information received from South Dakota Department.
- The lender understands that South Dakota Department and its employees shall not be liable to the lender for any damage, costs, lost production, or any other loss of any kind due to failure of South Dakota's equipment hardware or software or for the loss of consequential damages that are the result of any other type of failure.
- The Lender assumes full responsibility for the accuracy of information and holds harmless and indemnifies the Department, its officers and employees for any damage or loss, resulting from issuing a certificate of title based upon such electronic lien satisfaction.
- The lender agrees to only request the printing of a title with lien if their customer moves out of state, for court orders, for insurance claims, to make changes to owner information, or any other Department approved situation.
- The Lender must execute the release of lien within 20 days or less of pay off.
- The Lender must address and respond to all lien errors within 3 business days of discovery of the error.
- Either party, upon giving 30 days written notice to the other party, may terminate authorization. In the event of termination, South Dakota Department is released from any/and all obligations to the lender.



State of South Dakota
 Motor Vehicle Division
 445 E. Capitol Avenue
 Pierre, SD 57501
 605-773-3541 <http://dor.sd.gov>

SD Electronic Lien and Title Lender Application

A Instructions This application must be submitted to the Department by a provider on behalf of the lender. If the lender has multiple branches and wishes for each branch to have an account, complete the additional branch section.

B Requested Action

Initial Enrollment in ELT
 Change of Lender Address
 Removal from ELT Program
 Change of Provider
 Change of Lender Name

C Lender Information

Company
 Dealer
 Government
 Individual
 Trust

Lender ID (FEIN, SSN, SDDL, OR SDID): _____ Multiple Branches

Lender Name: _____ Address: _____

City: _____ State: _____ Zip Code: _____

Authorized Agent for Lender: _____ Phone Number: _____

Agent's Email Address: _____ Agent's Signature _____

D Provider Information

Assurant
 Decisions Dynamics, Inc.
 PDP Group, Inc.
 VINtek, Inc.
 DealerTrack Collateral Management Services

Assurant 2975 Breckinridge Blvd. Duluth, GA 30096 Phone: 678-694-9885 Michelle.dryer@assurant.com	DealerTrack Collateral Management Services 9750 Goethe Road Sacramento, CA 95827 Phone: 916-854-5406 Craig.leuschen@dealertrack.com	DDI Technology 1 Wellness Blvd Ste 201 PO Box 1337 Irmo, SC 29063 Phone: 803-808-0117 sales@dditechnology.com
PDP Group, Inc. 10909 McCormick Rd Hunt Valley, MD 21031 Phone: 800-666-3008 www.simplyelt.com	VINtek, Inc. 1735 Market Street, Suite 900 Philadelphia, PA 19103 Phone: 888-846-6500 sales@vintek.com	

E Additional Branches

Branch Address:	City:	State:	Zip Code:	Branch ID (01, etc.)

Lender Paper Title Request Form
[Lender Paper Title Request Form](#)



State of South Dakota
 Motor Vehicle Division
 445 E. Capitol Avenue
 Pierre, SD 57501
 605-773-3541 <http://dor.sd.gov>

1501

Lender Paper Title Request

A
 Instructions

To print a paper title with the lien noted on the title, complete and submit this form to dor.dmv@state.sd.us or mail to the address above.

- This request can only be completed by lenders that do not use a provider.
- Lenders requesting a paper title must be shown on the vehicle's title record.

B
 Vehicle &
 Owner
 Information

Vehicle Owner(s): _____
 Title Number: _____ VIN/HIN: _____

C
 Title Mailing
 Information

Please indicate the address the printed title should be mailed to.

Name: _____ Address: _____
 City: _____ State: _____ Zip Code: _____

D
 Request
 Reason

Please select a reason for requesting a paper title:

- Moving to Another State-The title is required to register in a new state of residence.
- Insurance Claim/Total Loss
- Court Order
- Name: Change, Addition, or Deletion of an Owner
- Other (Must be approved by the MVD): _____

Note-Paper title requests will not be approved for the following reasons:

- Repossessions-Lenders must apply for a repossession title through South Dakota.
- Selling Vehicle-A lien release must be submitted to the county treasurer when a vehicle is sold or traded.
- Loan Payoff-A lien release must be submitted to the county treasurer.
- Lender does not participate in ELT-Nonparticipating lenders can check the status of their lien on www.sdccars.org

E
 Unsworn
 Declaration

Lender Name: _____

I am requesting that a paper title be printed and mailed for the vehicle listed above. I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct.

Signed on the _____ day of _____, _____ at _____ (city) _____ (state).

Agent Name: _____ Agent Signature: Signature Here

Email Address: _____ Phone: _____

For Department Use Only			
Paper Title Print Request:	<input type="checkbox"/> Approved	<input type="checkbox"/> Denied	Date Reviewed: _____
MVD Agent Signature: _____	Denial Reason: _____		

Lien Release
[Lien Release Form](#)

1503



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

Lien Release

A
Instructions This form is only to be completed by non-participating lenders. If a lender is participating, a lien release can be completed through their third-party vendor. Please complete this form and submit to the county treasurer's office. For a full list of the county treasurer's offices, visit our website at www.dor.sd.gov

B
Release This is an order to release the lien on the following vehicle:
Year: _____ Make: _____ Model: _____
Title Number: _____ VIN/HIN: _____
Title Owner Name: _____ County: _____
Lender Name: _____ Lender Email: _____

C
Title Mailing Address The printed title should be mailed to following address:
Name: _____ Address: _____
City: _____ State: _____ Zip Code: _____

D
Unsworn Declaration I affirm that this information has been examined by me, and to the best of my knowledge and belief, is in all things true and correct.
I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct.
Signed on this _____ day of _____, _____, at _____ (City), _____ (State)
Lender Agent Name _____
Lender Agent Signature _____

Motor Vehicle Affidavit
[Motor Vehicle Affidavit Form](#)

Form # 1012



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

Motor Vehicle Affidavit

A
Affiant Information
Name: _____ Email Address: _____
Address: _____ City: _____ State: _____ Zip Code: _____

B
Vehicle Information
Year: _____ Make: _____ Model: _____
Title #: _____ VIN: _____

C
Statements

General Purpose

The following statement of fact is to be used to disclose any information for which an affidavit is required:

Repossession

This is to certify that on the ____ day of _____, 20____ the undersigned did lawfully repossess the vehicle/boat as described above from _____ of _____ because of the failure of the debtor to fulfill his/her obligation according to the terms of the encumbrance on said vehicle. That I (we) make this affidavit for the purpose of establishing ownership to said vehicle/boat in order to obtain a certificate of title hereto under the laws of South Dakota.

Interstate

I hereby apply for regular South Dakota license plates for the above vehicle/boat as provided for under SDCL 32-5-4.1 and 32-3A-36 and affirm that the described vehicle/boat will be operated on this state's highways/waters. This vehicle/boat is properly titled or registered under the laws of the State of _____. I will retain the certificate of title issued by that state but have given a copy to the county treasurer for attachment to this affidavit. I request registration in the State of South Dakota for the reason indicated below:

- Applicant is in the state on a temporary basis.
- Commercial vehicle titled out-of-state, but on lease to a South Dakota based motor carrier.
- Military personnel temporarily stationed at a military base located within South Dakota.
- South Dakota resident whose vehicle/boat is mortgaged by an out-of-state based financial service (mortgagor)—Not applicable if the out-of-state title is electronic (ELT).

I(We) hereby request that the Department of Revenue create a nonnegotiable Interstate Title record covering this vehicle/boat in my (our) name(s).

D
Unsworn Declaration

I (We) hereby request that the Department of Revenue issues title covering this vehicle/boat in my(our) name(s), and that I(we) agree to protect and indemnify the South Dakota Department of Revenue, Motor Vehicle Division, against any and all liabilities and claims which may arise as a result of this title issuance and agree at my expense to defend any suit that may be brought against the Secretary or any person acting for him as a result of issuing such certificate.

I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct.

Signed on the ____ day of _____, _____ at _____.

Printed Name: _____ Signature: _____

Notice to Submit Title Form
[Notice to Submit Title Form](#)



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

1502

Notice to Submit Title

A

Notification
Mailing

Notification to submit title is sent to:

Name: _____ Address: _____

City: _____ State: _____ Zip Code: _____

Notification to submit title is sent from:

Name: _____ Address: _____

City: _____ State: _____ Zip Code: _____

B

Notification

This is to notify you that the _____ county treasurer's office has received notice that the following lienholder _____, City _____, State _____,

Zip code _____ requests to have a lien notated on the following vehicle:

Year: _____ Make: _____ Model: _____

VIN/HIN: _____ Title Number: _____

Please submit the title within 15 days from the date above to the _____ county treasurer for notation.

Note: South Dakota is an Electronic Lien and Title (ELT) state, therefore a title will not be printed until all liens are released or upon request for a printed title by lender for an approved purpose.

If you refuse to deliver the title to the _____ county treasurer within 15 days of being notified to do so, you are liable for the damages to the lienholder for the amount of damages the lienholder suffers by reason of your refusing to permit the lien notation.

C

Signature

Signature: _____ Date: _____

To be completed by the County Treasurer Only

Affidavits
Affidavit Forms

Affidavits
Succession Affidavit Form - Used for transferring a vehicle title in the event of a death where the estate does not exceed \$100,000.
Motor Vehicle Affidavit Form - Statement of Fact, also used to correct an error that may have been made on documentation.
Low Speed and Off-Road Vehicle Affidavit Form
Application for a Rebuilt Vehicle - Used to title a rebuilt vehicle
Truck Tractor Affidavit Form 1017 - Used to verify required criteria on a motor home conversion.
Affidavit for the Purpose of Movement for Disposal of an Abandoned Mobile/Manufactured Home

Affidavit for the Purpose of Movement for Disposal of an Abandoned
Mobile/Manufactured Home
[Movement for Disposal of Abandoned Mobile Home Affidavit Form](#)



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

1011

**Affidavit for the Purpose of Movement for Disposal
of an Abandoned Mobile/Manufactured Home**

A

Instructions

Complete and take this form to your county treasurer's office with the appropriate fee.
If moving permit is requested, the county will issue a moving permit to the customer.

B

Home
Information

Make _____ Year: _____
Serial Number: _____

C

Real
Property
Owner

Affiant Name: _____ Address: _____
City: _____ State: _____ Zip: _____
Phone: _____ Email Address: _____ County _____

D

Affirmation
for Disposal
Purpose

I hereby affirm under oath I have obtained a title to the abandoned home for the sole purpose of the disposal of the home from real property owned by me and located at

(Address of physical location of abandoned mobile/manufactured home)

I wish to request a moving permit for the sole purpose of disposal (\$15 fee.)

E

Unsworn
Declaration

I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct.

Signed on this _____ day of _____, _____ at _____ (state).

Printed Name: _____ Signature: _____

F

County
Treasurer
Use Only

Title Surrender Date (90 days from date on affidavit): _____
(Fill in date)

60-day extension requested: _____
(Fill in date)

County Signature: _____ Date: _____

Affidavit for Rebuilt Motor Vehicle
[Application for a Rebuilt Vehicle](#)

SD EForm - 2431 V1

Complete and use the button at the end to print for mailing

HELP

VALIDATION AND
OFFICE USE ONLY



State of South Dakota
Division of Motor Vehicles
 445 E. Capitol
 Avenue Pierre, SD

605-773-3541 | http://dor.sd.gov/Motor_Vehicles/

Application for Inspection of Rebuilt Motor Vehicle and Installation of Assigned or Replacement Vehicle Identification Number and Affidavit

A
Instructions

- All information on this form must be complete and submitted to the county treasurer with a \$25 inspection fee.
- The vehicle owner must sign the affidavit and have his or her signature notarized.
- Original titles and MSOs/MCOs for component parts used in the construction of this vehicle must be attached.
- Photo copies of bills of sale and receipts for parts and labor used in the construction of this vehicle must be attached.
- Completed application must be submitted to your local county treasurer's office.

B
Applicant Information

Name

Street City State Zip

Phone Email

C
Component Information

Component Part	Origin of Component Part/Purchased from: <small>(name and complete address)</small>	Component Part Number <small>(required)</small>
Engine	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Frame	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Body	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

Note: Ownership evidence (bill of sale and/or title) is required if an engine, frame or body is used.

Component Part	Origin of Component Part/Purchased from: <small>(name and complete address)</small>	Component Part Number <small>if available</small>
Transmission	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Fender(s)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Hood	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Door(s)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Bumper(s)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Quarter Panel(s)	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Tailgate/Deck Lid	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Pickup Cargo Box	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Cab of a Truck	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>
Roof or Floor Pan	<input style="width: 100%;" type="text"/>	<input style="width: 100%;" type="text"/>

D
Explanation of Vehicle Construction

Explanation by rebuilder (owner or person who rebuilt the vehicle) as to what was done in relation to the assembling, rebuilding, altering, etc of the vehicle for which title is sought.

Revised 1/17

E
Affidavit

The undersigned, being duly sworn upon oath, deposes and says they are the owner of the vehicle listed below. This vehicle was rebuilt or built from parts and materials on hand, or parts and materials purchased from a supplier, or a manufactured kit purchased from a supplier, or purchased "as is" from a rebuilder, or otherwise lawfully acquired. The affiant or registered owner makes this affidavit as part of an application to the South Dakota Division of Motor Vehicles for a Certificate of Registration and/or a Certificate of Title. The undersigned will indemnify and hold harmless the State of South Dakota on account of the issuance of a Certificate of Registration and/or Certificate of Title for said vehicle.

Check all boxes that apply

- Vehicle was constructed from parts/material on hand
 Vehicle was assembled from manufactured kit
 Vehicle was built from purchased parts/material, receipts attached
 Vehicle was purchased "as is" from rebuilder

Please Print or Type

Year	Make (if a manufactured kit)	Model	Type	Weight/cc
------	------------------------------	-------	------	-----------

Affiant's Full Legal Name _____
(As appears on Drivers License or ID) First Middle Last

Drivers License, ID Number, or DOB _____ Telephone Number _____

Affiant's Physical Address _____
City State Zip Code

Affiant's Mailing Address _____
City State Zip Code

Affiant's Signature _____ Date _____

STATE OF SOUTH DAKOTA, COUNTY OF: _____ SS.

SUBSCRIBED AND SWORN TO ME BEFORE THIS

_____ DAY OF _____, 20_____

NOTARY PUBLIC OR COUNTY TREASURER: _____

F
**Certification
from SD DOR
(Office use only)**

I hereby certify that I am an employee of the South Dakota Department of Revenue and that I have personally examined the above vehicle, major component parts and ownership documents. The completed rebuilt vehicle conforms to South Dakota Codified Law and Administrative Rules.

Employee Signature	Employee Name (Print)	Employee Title
--------------------	-----------------------	----------------

Employee Notes:

CLEAR FORM

PRINT FOR MAILING

Affidavit for Truck Tractor Converted to a Motor Home
[Truck Tractor Affidavit Form](#)



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

Form # 1017

Truck Tractor Converted to a Motor Home Affidavit

A

Instructions

Please submit a photograph showing a full view of the vehicle with this affidavit, a title application, any supporting documentation and a weight slip to the applicable county treasurer's office.

Note: To become a motor home, the truck tractor shall be modified to include a vehicular-type unity built on the tractor's chassis and designed primarily as temporary living quarters for recreational, camping, vacation, or travel use.

B

Affiant
Information

Name: _____

Address: _____ City: _____ State: _____ Zip Code: _____

Phone #: _____ Email: _____

C

Vehicle
Information

Year: _____ Make: _____ License #: _____

Title #: _____ VIN: _____

D

Applicable
Equipment

I (we) hereby affirm that this vehicle meets equipment requirements and will not be used for private business use. Check all equipment that applies to this vehicle.

Check all equipment that applies to this vehicle. To qualify, you must meet at least 5 of the criteria listed, as well as the modification requirement stated above (SDCL 32-3-65):

- Cooking facilities
- Sleeping facilities
- Refrigerator
- Heating or air conditioning system separate from vehicle engine or vehicle engine electrical system*
- Self-contained toilet or toilet connected to a plumbing system with connection for external water disposal*
- Portable water supply, including plumbing and a sink with faucet either self-contained or with connections for an external source*
- 110 or 115 volt system separate from the vehicle engine electrical system either with its own power supply or with a connection for an external source or a liquefied petroleum system and supply*

*Must be permanently installed and meet American National Standards Institute and National Fire Protection Association standards in effect on the date of manufacture

E

Additional
Information

Will the vehicle be used to transport a motor vehicle, boat, or animal to a race, tournament, show or similar event?

- No
- Yes (If you indicated yes, check the criteria below that applies (to qualify all the criteria must apply))

- Prize money received from participating in the activity is declared as ordinary income for tax purposes
- The cost of participating in the activity is not deducted as a business expense for tax purposes
- There is no corporate sponsorship exceeding \$2,000 in any one calendar

Note: If this vehicle is being used to tow a trailer, the trailer does not qualify for a permanent trailer identification plate. The trailer must display a noncommercial trailer plate.

F

Unsworn
Declaration

I hereby request that the Department of Revenue issue a motor home title covering this vehicle in my name. I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct.

Signed on the _____ day of _____, _____, at _____ (state).

Printed Name: _____ Signature: _____

General Purpose Affidavit
Motor Vehicle Affidavit Form

Form # 1012



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

Motor Vehicle Affidavit

A
Affiant Information
Name: _____ Email Address: _____
Address: _____ City: _____ State: _____ Zip Code: _____

B
Vehicle Information
Year: _____ Make: _____ Model: _____
Title #: _____ VIN: _____

C
Statements
 General Purpose
The following statement of fact is to be used to disclose any information for which an affidavit is required:

Repossession
This is to certify that on the ____ day of _____, 20____ the undersigned did lawfully repossess the vehicle/boat as described above from _____ of _____ because of the failure of the debtor to fulfill his/her obligation according to the terms of the encumbrance on said vehicle. That I (we) make this affidavit for the purpose of establishing ownership to said vehicle/boat in order to obtain a certificate of title hereto under the laws of South Dakota.

Interstate
I hereby apply for regular South Dakota license plates for the above vehicle/boat as provided for under SDCL 32-5-4.1 and 32-3A-36 and affirm that the described vehicle/boat will be operated on this state's highways/waters. This vehicle/boat is properly titled or registered under the laws of the State of _____. I will retain the certificate of title issued by that state but have given a copy to the county treasurer for attachment to this affidavit. I request registration in the State of South Dakota for the reason indicated below:

- Applicant is in the state on a temporary basis.
- Commercial vehicle titled out-of-state, but on lease to a South Dakota based motor carrier.
- Military personnel temporarily stationed at a military base located within South Dakota.
- South Dakota resident whose vehicle/boat is mortgaged by an out-of-state based financial service (mortgagor)—Not applicable if the out-of-state title is electronic (ELT).

I(We) hereby request that the Department of Revenue create a nonnegotiable Interstate Title record covering this vehicle/boat in my (our) name(s).

D
Unsworn Declaration
I (We) hereby request that the Department of Revenue issues title covering this vehicle/boat in my(our) name(s), and that I(we) agree to protect and indemnify the South Dakota Department of Revenue, Motor Vehicle Division, against any and all liabilities and claims which may arise as a result of this title issuance and agree at my expense to defend any suit that may be brought against the Secretary or any person acting for him as a result of issuing such certificate.

I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct.

Signed on the ____ day of _____, _____ at _____.

Printed Name: _____ Signature: _____

Low Speed & Off-Road Vehicle Affidavit
[Low Speed and Off-Road Vehicle Affidavit Form](#)



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

Form# 1015

Low Speed & Off-Road Vehicle Affidavit

A
Instructions

Complete and submit the below form to the county treasurer's office. Note: Anyone operating a low-speed vehicle or off-road vehicle is required to have a valid driver's license.

B
Applicant
Information

Name: _____ Address: _____
City: _____ State: _____ Zip Code: _____
Phone Number: _____ Email Address: _____

C
Vehicle
Information

Year: _____ Make: _____ Model: _____
Title Number: _____ VIN/HIN: _____

D
Declaration

Low Speed Vehicle: A 4-wheeled vehicle whose speed attainable in 1 mile is more than 20 miles per hour and not more than 25 miles per hour on a paved level surface. The manufacturer's certificate of origin or title must clearly identify the vehicle as a low-speed vehicle.

I, the undersigned, do hereby swear that the vehicle described is a low-speed vehicle, as identified by the MSO/MCO or certificate of title (form not required if the SD titles denotes a low-speed vehicle) and that the vehicle is equipped with the following accessories:

- | | | | |
|--|--|--|--------------------------------------|
| <input type="checkbox"/> Headlights | <input type="checkbox"/> Turn Signals (front and rear) | <input type="checkbox"/> Tail Lights | <input type="checkbox"/> Stop Lights |
| <input type="checkbox"/> Parking Brake | <input type="checkbox"/> Conforming VIN | <input type="checkbox"/> Conforming Windshield | |
| <input type="checkbox"/> Seat Belts | <input type="checkbox"/> Red Reflex Reflectors | <input type="checkbox"/> Exterior Mirrors | |

(Note: Local governments may adopt more stringent local ordinances governing low-speed vehicle operation)

Off-Road Vehicle: This does not apply to golf carts or a toy/youth off-road vehicle.

I, the undersigned, do hereby swear that I had installed on the above described two or four wheels, all-terrain vehicle:

- | | | |
|--|---|--|
| <input type="checkbox"/> Rearview Mirror | <input type="checkbox"/> Headlights | Engine Type:
<input type="checkbox"/> Minimum of 200 cc engine for 4 wheels
<input type="checkbox"/> Minimum of 120 cc engine for 2 wheels |
| <input type="checkbox"/> Horn | <input type="checkbox"/> License Plate Light | <input type="checkbox"/> Electric – four-wheel |
| <input type="checkbox"/> Exhaust and Muffler | <input type="checkbox"/> Parking, tail, and stop lights | <input type="checkbox"/> Other (list below) _____ |

Name and address of the individual who installed the accessories: _____

E
Unsworn
Declaration

I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct.

Signed on this _____ day of _____ at _____ (state).

Printed Name: _____ Signature: _____

Succession Affidavit
[Succession Affidavit Form](#)



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

Form # 1013

Succession Affidavit

A
Affiant Information

Name: _____ Address: _____
City: _____ State: _____ Zip Code: _____
Name: _____ Address: _____
City: _____ State: _____ Zip Code: _____

B
Title Property Data

License #: _____ Year: _____ Make: _____ Model: _____
Title #: _____ VIN/HIN: _____

C
Statement

I/we, the affiant, hereby affirm that _____ (decendent) died on _____ (date); that at least 30 days have elapsed since that death. I/we, state under oath the following:

- The value of the entire probate estate of the decedent, wherever located, less liens and encumbrances, does not exceed \$100,000.
- No application or petition for the appointment of a personal representative is pending or has been granted in any jurisdiction.
- The decedent has not incurred any indebtedness to the Department of Social Services for medical assistance for nursing home or other institutional care.
- I/we are entitled to payment or delivery of all property held by others in the sole name of the decedent pursuant to SDCL 29A-3-1201.
- My/our entitlement is based upon my/our status as an heir or as a devisee in the decedent's will.
- I/we accept responsibility for applying the property to liens and encumbrances, homestead allowance, exempt property, family allowance, funeral expenses, expenses of administration and creditor claims, as required by law, and distributing any remaining property to heirs and devisees entitled thereto.
- I/we submit personally to the jurisdiction of the courts of South Dakota in any proceeding relating to this affidavit that may be instituted by and interested person.
- Pursuant to SDCL 29A-3-1202, the person, paying, delivering, transferring, or issuing personal property or the evidence thereof pursuant to this affidavit is discharged and released as if the person dealt with a personal representative of the decedent and is not required to see the application of the personal property or evidence thereof or to inquire into the truth of any statement in this affidavit.

D
Transfer Information

Accordingly, the affiant(s) requests that the Department of Revenue, Motor Vehicle Division, transfer the title to this titled property as indicated below (please choose one option):

The ownership of the title property by transferred to _____ successor(s)
_____ address(es).

The ownership of the title property by transferred to _____ (name of purchaser),
who purchased the vehicle/boat on _____ (date) for \$ _____ (purchase price).

E
Signature

I/we, the affiant(s) acknowledge I/we may be liable and accountable to any personal representative of the estate of any other person having superior right to title. Further, I/we agree to protect and indemnify the South Dakota Department of Revenue, Motor Vehicle Division, against any and all liabilities and claims which may arise as a result of this title transfer.

Affiant Signature: _____ Date: _____

F
Notary

Subscribed and sworn to before me this _____ SS. day of _____, 20____.

State of South Dakota, County of _____.

Notary Public or County Treasurer Signature: _____ Date Commission Expires: _____

Miscellaneous

Miscellaneous Forms

Miscellaneous Forms	
	Bill of Sale Form - Details the purchase price, date of sale and chain of ownership of a vehicle.
	Closed Lease Tax Worksheet Form - Used to calculate tax owed on a leased vehicle.
	County Treasurer Supply Request Form
	DPPA for Removal Agencies and Mechanics Form
	DPPA for Government Agency or Business Form
	DPPA for Private Individuals Form - Used for history and title searches.
	Extended or Additional Consideration Lease Tax Worksheet Form
	Motor Vehicle Complaint Form - Use to file any complaint with the Division of Motor Vehicles.
	Non-Resident Off-Road Vehicle Permit App Form
	Notice of Abandoned, Unpaid Repair Bill, or Auction Agency Form - Used to obtain a title on an abandoned vehicle.
	Odometer Disclosure Form
	Out-of-State Vehicle Lease Tax Worksheet Form - Used to calculate the tax owed on a vehicle lease originating outside of South Dakota.
	Power of Attorney Form - Authorizes another person to act on behalf of a vehicle owner.
	Salvage and Recovered Theft Statement Form
	Seller - Report of Sale Form

Bill of Sale Form
[Bill of Sale Form](#)



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

1025

Bill of Sale

A

Vehicle
Information

Year: _____ Make: _____ Model: _____
VIN/HIN: _____ Title Number: _____

B

Statement
and
Signature

I (we) do hereby swear that on (date of the sale), I (we) sold, transferred,
conveyed all rights, title and interest in the above described motor vehicle/boat. The motor
vehicle/boat was sold to _____ (purchaser name) for
_____ dollars. I (we) further swear as seller(s) that I (we) am (are) the owner(s) of
the above described motor vehicle/boat and have full right and power to convey the same.

I declare and affirm under the penalties of perjury that this information has been examined by me,
and to the best of my knowledge and belief, is in all things true and correct.

Seller Name: _____ Address: _____

City: _____ State: _____ Zip Code: _____

Seller Signature: _____ Date:

Closed Lease Tax Worksheet
[Closed Lease Tax Worksheet Form](#)



State of South Dakota
 Motor Vehicle Division
 445 E. Capitol Avenue
 Pierre, SD 57501
 605-773-3541 <http://dor.sd.gov>

Form # 1028

Closed Lease Tax Worksheet

A
Instructions

A closed lease is a lease in which the terms of the lease are known at the time the lease contract is executed. This worksheet must be submitted to the applicable county treasurer's office along with the following: copy of the lease, and an application for title and registration.

Note: If the terms of the lease are not known at the time the lease contract is executed (otherwise known as an open-ended lease) then tax is assessed on the purchase price of the vehicle. The dealer is to certify the price on the application for title and registration.

This does not apply to vehicles with a gross weight vehicle rating of 16,000 pounds or more.

B
Vehicle Information

Year: _____ Make: _____ VIN: _____

C
Owner Information

Name of Dealer: _____ Dealer Number: _____

Lessor Name: _____ Address: _____

City: _____ State: _____ Zip Code: _____

Lessee Name: _____

D
Lease & Tax Information

1. Lease payment: (includes all capitalized costs but does not include the following: title fee, registration fees, excise tax, federal excise tax, insurance, or refundable security deposits on the lease). [Total number of months in lease (2a) _____ X (2b) \$ _____ lease payment per month]	1. \$0.00
2. Capitalized Cost Reduction [net trade (trade-in value minus pay-off), cash, and rebate].	2. _____
3. Up Front Fees [non-capitalized fees that are paid at lease signing, including the following: extended service contracts, administrative or document fees, lease acquisition fees, or other fees assessed on the purchase of the vehicle.	3. _____
4. Purchase Price [add lines 1,2, and 3]	4. \$0.00
5. SD 4% Excise Tax [multiple line 4 by .04]	5. \$0.00
6. Amount of Tax Paid Up Front to Another State [attach proof of tax paid]	6. _____
7. Total Tax Due [subtract line 6 from line 5]	7. \$0.00

E
Additional Information & Signature

I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct.

Signed on this _____ day of _____, _____ at _____.

Printed Name: _____ Signature: _____

Note:

- Upon buy-out of a lease, the lessor/dealer must forward the assigned title to the lessee, who will make application for title through their county treasurer. The purchase price on a buy-out is the amount paid for the vehicle at the end of the lease.
- If a lease is extended from that of the initial lease period or if additional consideration is paid during a lease, additional tax is due. Use the "Extended or Additional Consideration Lease Tax Worksheet". The lessor must forward the form and proper fees to the Motor Vehicle Division.

County Treasurer Supply Request
[Supply Request Form](#)

Form# 1700



State of South Dakota
 Motor Vehicle Division
 445 E. Capitol Avenue
 Pierre, SD 57501
 605-773-3541 <http://dor.sd.gov>

Supply Request

A

County
Information

County Name: _____ County Number: _____
 Person Placing the Order: _____ Date: _____
 Phone Number: _____ Email: _____
 Comments: _____

B

Order
Request

Form Number:	Name:	Quantity Requested:
MV052	South Dakota Boat Registration Card	
MV053	County/Portal Cards	
MV400 (Pad of 50)	Permission for Special Hull ID Number	
MV 401 (Pad of 50)	Permission for Special Serial Number	
MV2002 (Pkg of 100)	Handicap Parking Permit (Hanging Tag)	
MVORC	ORC Cards	
Emblem plate insert	Plate inserts	

Decal Type:	Number of Decals on Hand (Not Boxes):	Number of Decals Ordered (Not Boxes):
Boat Motorized (M)		
Boat Non-Motorized (N)		
Boat Other (Type & Exp. Year)		
Farm		
Off-road permits (include info cards)		
SD Emblem Decals		
Snowmobile		

Contact Landon at lklock@iti4dmv.com or Brady bklock@iti4dmv.com (605-582-6337) from ITI for license plate ordering for the following plate types:

- Non-Commercial (Auto/Truck)
- Non-Commercial truck (Tplate)
- Commercial
- Motorcycle
- Organization (Truck/Auto)
- Organization (Motorcycle)
- Trailer ID (U Plate)

For orders regarding Game Fish & Parks, such as Boating Handbooks contact 1-877-827-8817.

Driver's Privacy Protection Act: Removal Agencies, Storage Facilities, and Mechanics Information Request
[DPPA for Removal Agencies and Mechanics Form](#)



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

Form # 1200

DPPA: Removal Agencies, Storage Facilities, and Mechanics Vehicle Information Request

A
Instructions

Complete this form in its entirety to ensure a prompt response, incomplete forms can result in a rejection of your request. Responses will be sent by email or via US mail. Responses will not be faxed. Requests made by out-of-state businesses must be accompanied by a copy of a business license issued by your state.

B
Requestor's
Information

Business Name: _____ * FEIN: _____ *
SD Sales Tax License Number: _____ Address: _____ *
City: _____ * State: _____ * Zip Code: _____ *
Contact Person: _____ * Email Address: _____ * Phone #: _____ *

C
Vehicle
Requested

Year: _____ * Make: _____ * Model: _____ * Plate Number: _____
Title Number: _____ Title State: _____ VIN/HIN: _____ *

D
Authorization
for Release

Please select which scenario applies from the list below:

- We are a South Dakota based towing agency requesting the name and address of any titled owners or lienholders to provide them with notification that this vehicle has been towed and/or impounded.
- We are a South Dakota based storage facility requesting the name and address of any titled owners and lienholders to provide them with notification that this vehicle has been abandoned in our storage facility.
- We are an out-of-state towing agency requesting the name and address of any titled owners or lienholders to provide them with notification that this vehicle has been towed and/or impounded. **We have attached a copy of our business license.**
- We are a South Dakota based vehicle repair business requesting the name and address of any titled owners or lienholders to provide them with notification of our intent to obtain a title as the result of an unpaid repair bill.
- We are an out-of-state vehicle repair business requesting the name and address of any titled owners or lienholders to provide them with notification of our intent to obtain a title as the result of an unpaid repair bill. **We have attached a copy of our business license.**
- Other (please describe): _____

E
Unsworn
Declaration

In requesting and using this information, I acknowledge that this disclosure is subject to the Driver's Privacy Protection Act (Public Law 103-322) and South Dakota law. This request is made under the penalties of the law.

I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct.

Signed on this _____ Day _____ day of _____ Month _____ Year _____ at _____ Location _____ (state).

Printed Name: _____

Signature: _____

CLICK TO SIGN

Driver's Privacy Protection Act: Request by Business or Govt Agency
[DPPA for Government Agency or Business Form](#)



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

Form #1201

DPPA: Vehicle Information Request by a Business or Government Agency

A
Instructions

Complete and submit this form to your county treasurer's office or mail it to the Motor Vehicle Division at the address above. Appropriate fees must be submitted before information can be processed. Complete the form in its entirety to ensure a prompt response. Incomplete forms can result in a rejection of your request. Responses will be sent via email or US Mail. Responses will not be faxed. Requests made by out-of-state businesses must be accompanied by a copy of a business license issued by that state. **Note: Record summary (general vehicle information) fees are \$2 and title history (copy of scanned title records) fees are \$5.**

B
Requestor's Information

Business Name: _____ * FEIN #: _____
SD Sales Tax License #: _____ Address: _____
City: _____ State: _____ Zip Code: _____
Contact Person: _____ * Phone #: _____ *
Email Address: _____ *

C
Information Requested

Year: _____ Make: _____ Model: _____
Title Number: _____ VIN/HIN: _____
Name and Address: _____ DL/SSN: _____

D
Authorization for Release

Please select which scenario applies from the list below: Record Summary Title History

- I work for a government agency or law enforcement and I need the information described above for use in my job.
- I am a business owner or employee and I am requesting vehicle information to verify personal information given to me by someone that works for me.
- I am a business owner or employee and I am requesting record information to obtain information to prevent fraud, pursue a legal remedy, or collect on a debt involving the record holder.
- I am requesting vehicle information for use in a current or future legal proceeding or for use by a licensed private investigator.
- I represent an insurer and I am requesting information for claims investigation, to prevent fraud or for rating and underwriting.

Amount Due: \$0.00

E
Unsworn Declaration

In requesting and using this information, I acknowledge that this disclosure is subject to the Driver's Privacy Protection Act (Public Law 103-322) and South Dakota law. This request is made under the penalties of the law.

I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct.

Signed on this Day * day of Month * Year * at Location * (state).

Printed Name: _____

Signature: *Signature Here*

CLICK TO SIGN

Driver's Privacy and Protection Act Form (DPPA) Private Individuals Info Request
[DPPA for Private Individuals Form](#)



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

Form #1202

DPPA: Private Individual Vehicle Information Request

A
Instructions

Complete and submit this form to your county treasurer's office or mail it to the Motor Vehicle Division at the address above. Appropriate fees must be submitted before information can be processed. Complete the form in its entirety to ensure a prompt response. Incomplete forms can result in a rejection of your request. Responses will be sent via email or US Mail. Responses will not be faxed.

Note: Record summary(general vehicle information) fees are \$2 and title history(copy of scanned title record) fees are \$5.

B
Requestor's Information

Name: _____* SD DL # or SSN: _____
Address: _____ City: _____ State: _____ Zip Code: _____
Contact Person: _____ Email Address: _____* Phone #: _____

C
Information Requested

Year: _____* Make: _____* Model: _____*
Title Number: _____ Title State: _____ VIN/HIN: _____*
Name and Address: _____ SD DL # or SSN: _____

D
Authorization for Release

- Please select one scenario that applies from the list below: Record Summary Title History
- I am a private individual requesting my own information.
 - I am a private individual requesting information on a vehicle that was left on my property when I purchased the property. I have included a copy of the deed, showing when the property was transferred into my name.
 - I am a private individual requesting another person's information. I have included a bill of sale or a signed affidavit from the person allowing me access to their information.
 - I am private individual requesting information for use in legal proceedings.
 - Other (please describe): _____

E
Unsworn Declaration

In requesting and using this information, I acknowledge that this disclosure is subject to the Driver's Privacy Protection Act (Public Law 103-322) and South Dakota law. This request is made under the penalties of the law.

I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct.

Signed on this _____ Day* day of _____ Month* Year* at _____ State* (state)

Printed Name: _____* Signature: _____

CLICK TO SIGN

Name on Credit Card for online payment: _____*

Amount Due: \$0.00

Extended or Additional Consideration Lease Tax Worksheet
[Extended or Additional Consideration Lease Tax Worksheet Form](#)



State of South Dakota
 Motor Vehicle Division
 445 E. Capitol Avenue
 Pierre, SD 57501
 605-773-3541 <http://dor.sd.gov>

Form #1029

Extended or Additional Consideration Lease Tax Worksheet

A

Instructions

This worksheet is to be used if a lease is extended from that of the initial lease period, or if additional consideration is paid during a lease or upon termination of a lease. The certificate of title does not have to be submitted unless the lessor wants the additional tax amount shown on the title.

Note: This does not apply to vehicles with a gross vehicle weight rating of 16,000 pounds or more, except fertilizer vehicles.

B

Vehicle Information

Year: _____ Make: _____
 Title Number: _____ VIN: _____

C

Owner Information

Lessor Name: _____ Address: _____
 City: _____ State: _____ Zip Code: _____
 Lessee Name: _____

D

Extended Lease or Additional Consideration Tax Information

1. Extended Lease Period [Number of months _____ X \$ _____ per month]	1. \$0.00
2. Additional Consideration [additional amount paid during the lease or upon termination of the lease]	2. _____
3. Total [line 1 or 2; if both lines apply, add line 1 and 2]	3. \$0.00
4. SD Excise Tax [multiply line 3 by .04 for tax due]	4. \$0.00

E

Additional Information & Signature

This tax worksheet and taxes are to be submitted to the Motor Vehicle Division.

I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct.

Signed on this _____ day of _____, _____ at _____.

Printed Name: _____ Signature: _____

Motor Vehicle Complaint Form
[Motor Vehicle Complaint Form](#)

Form# 1702



State of South Dakota
Motor Vehicle Division
445 East Capitol Avenue
Pierre, SD 57501
605-773-3541 dor.sd.gov

Motor Vehicle Complaint Form

A
Instructions

Please complete as many of the fields as possible to better prepare the Motor Vehicle Division office to manage your complaint. Completed forms should be submitted electronically by click the sign and submit button once completed.

B
Applicant
Information

Applicant Name: _____ Address: _____
City: _____ State: _____ Zip Code: _____
Phone Number: _____ Email Address: _____
SD Driver's License or SSN: _____

C
Complaint
Information

Complaint is filed against: Dealer Business Individual
Dealer, Business or Individual's Name: _____
Phone Number: _____ Address: _____
City: _____ State: _____ Zip Code: _____

D
Vehicle
Information

Year: _____ Make: _____ Model: _____
VIN/HIN: _____ Title Number: _____
Date of Sale: _____ Where did the transaction take place?
 Business Internet Other

E
Complaint
Type

Select the appropriate complaint type(s):
The following will be handled by the Motor Vehicle Division:
 Damage to the Vehicle Odometer Reading Advertising Vehicle Title
 Other: _____
The following will be handled by the Attorney General's office:
 Finance/Breach of Contract Warranty/Repair Lemon Law

F
Description
and
Signature

Please provide a detailed description of what transpired by date:

After your complaint has been submitted it will be reviewed by personnel from the appropriate state agency and where warranted, a thorough investigation will be conducted to determine any wrong-doing or possible solutions. To help in the investigation, we ask that you accurately enter as much of the request information as possible. If additional documentation is needed, a representative will contact you. Any information submitted will be kept strictly confidential and only used for purposes related to this complaint.

Signature: Signature Here Date: 04/25/2023
CLICK TO SIGN CLICK TO SIGN

Non-Resident Off-Road Vehicle Permit Application
[Non-Resident Off-Road Vehicle Permit App Form](#)



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

Form 1030

Non-Resident Off-Road Vehicle Permit Application

A Complete and submit to the **County Treasurer's Office or the Motor Vehicle Division**, along with requirements below. (If submitting online, upload the following requirements.)

Instructions

- Photocopy of your driver's license – for each titled/registered owner
- Copy of proof of Social Security Number – for each titled/registered owner
- Copy of ownership document from your state or proof of insurance
- **This does not apply to golf carts or a toy/youth off-road vehicle.**

- Annual fee of \$50.00
- \$1.50 mailing fee is applied when applying online or through mail

Please allow 7-10 business days for mailing

B Name: _____* Address: _____*
City: _____* State: _____* Zip Code: _____* SSN: _____*
Phone Number: _____* Email Address: _____*

C Year: _____* Make: _____* Model: _____* Color: _____*
VIN/HIN: _____* Title # (if applicable): _____*

D I, the undersigned, do hereby swear that I had installed on the above described two or four wheels, all-terrain vehicle: **(All boxes must be checked.)**

Declaration

<input type="checkbox"/> * Rearview Mirror	<input type="checkbox"/> * Headlights	Engine Type: (Select One)
<input type="checkbox"/> * Horn	<input type="checkbox"/> * License Plate Light	<input type="checkbox"/> * Minimum of 200 cc engine for 4 wheels
<input type="checkbox"/> * Exhaust and Muffler	<input type="checkbox"/> * Parking, tail, and stop lights	<input type="checkbox"/> * Minimum of 120 cc engine for 2 wheels
		<input type="checkbox"/> * Electric – four-wheel
		<input type="checkbox"/> Other (list attached) _____

E Initial: * Renewal * Permit Fee: \$ \$0.00
Mailing Fee: \$ \$1.50
Total Amount Due: \$ \$1.50

F I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct.

Unsworn Declaration Signed on this 1 day of Jan, 2023 at _____ (state)
Printed Name: _____ Signature: Signature Here

CLICK TO SIGN

You may also need a Permit from the US Forest Service – which allows you to ride on Forest Service Trails.
Motorized trail permits may be purchased directly from the Black Hills National Forests offices, many local vendors, ordered online (permits mailed), or from the Black Hills and Badlands Tourism Association Visitor Center, located off Exit 61 on I 90.
NOTE: The Black Hills Forest Service offices or any of their vendors DO NOT issue this Non-Resident Off-Road permit.
BHFS Off-Road Vehicle Permits Online Orders | Black Hills & Badlands Tourism Association – Rapid City, SD
(blackhillsbadlands.com) 605-355-3700

G Approved Denied Reason: _____

Office Use Only Permit # _____ Permit Start Date: _____
Printed Name: _____ Signature: Signature Here 07/19/2023
DOR DMV EMPLOYEE WILL SIGN HERE

Notice of Abandoned, Unpaid Repair Bill, Auction Agency
[Notice of Abandoned, Unpaid Repair Bill, or Auction Agency Form](#)

Form 1026



**State of South Dakota
 Motor Vehicle Division
 445 East Capitol Avenue
 Pierre, SD 57501
 605-773-3541 <http://dor.sd.gov>**

**Notice of Abandoned, Unpaid Repair Bill, or
 Auction Agency**

A
 Notice
 Type

Notice was sent for: (*Note: Applicant must be in possession of vehicle to qualify for any process below.)

- Abandoned (Towed) - Vehicle was towed (notice must be sent within 45 days)
- Abandoned (Storage) - Vehicle left abandoned in a storage facility
- Unpaid Repair Bill - vehicle has an unpaid repair bill
- Auction Agency - Vehicle obtained through an insurance agency requested tow

B
 Applicant
 Information

Please specify information about your removal agency, repair facility, storage facility or auction agency

Name _____* Business/Sales Tax License _____* Phone Number _____* Email Address _____*
 Street Address _____* City _____* State _____* Zip _____*

C
 Vehicle
 Information

Year _____* Make _____* Model _____*
 License Plate Number _____ Serial/VIN Number _____*

D
 Notice
 Sent To

Registered Owner	Lienholder	Insurance Company (for unpaid repair only)
Name _____	Name _____	Name _____
Street Address _____	Street Address _____	Street Address _____
City/State/Zip Code _____	City/State/Zip Code _____	City/State/Zip Code _____

Certified notice tracking number: _____* (Not required for a Storage Lien)
 Certified notice tracking number: _____ (Not required for a Storage Lien)

E
 Statement

- Abandoned (Towed)** Vehicle was towed on _____ from _____ that is public property or private property and towed to our lot at the above address. As of the date of this notice, the total fees due are \$ _____ Towing \$ _____ Storage \$ _____ and additional storage at a rate of \$ _____ per day will be assessed until the vehicle is claimed and removed. The owner and lienholder may reclaim the vehicle and shall notify the removal agency and Motor Vehicle Division in writing within 30 days of this notice.
- Abandoned (Storage)** Vehicle was left for storage on _____ at _____ As of the date of this notice, the storage charge is \$ _____. The owner and lienholder may reclaim the vehicle within 30 days of this notice.
- Unpaid Repair Bill** Vehicle was left for repair on _____ at _____ as of the date of this notice, the total charge of \$ _____ is due. The owner and lienholder may reclaim the vehicle and shall notify the repair facility and Motor Vehicle Division in writing within 30 days of this notice.
- Auction Agency** Vehicle was towed at the request of the insurance company _____ on _____ to our lot at the above address. As of the date of this notice, charges due are \$ _____.
 The owner and lienholder may reclaim the vehicle after notification to reclaim has been sent to the agency in writing within 45 days of when the notice was received.

SECOND PAGE MUST BE REVIEWED AND SIGNED

F

Affidavit

I affirm that this information has been examined by me, and to the best of my knowledge and belief, is in all things true and correct. I hereby attest that this notice was sent to the registered owner and lienholder and insurer (if required) within the required time frame. I understand that it is my responsibility to maintain record for proof of notices sent.

I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct.

Signed on the _____ day of _____, _____, at _____ (city), _____ (state)

Printed Name _____ Signature _____

Please refer to the statutes listed below and the procedures manual found on our website:
http://dor.sd.gov/Motor_Vehicles/Publications/PDF/Procedures%20Manual.PDF for information regarding the application process.

Abandoned (Towed):

SDCL 32-36-1 through 32-36-11

Documents to be submitted to the county treasurer's office:

- Application for Motor Vehicle Title and Registration
- This properly completed Notice that was sent to the owner and any lienholder by certified mail
- Tow Ticket (when removed from public property) or written approval from the landowner (when removed from private property)
- Title fee of \$10

Abandoned (Storage):

SDCL 44-14-1 through 44-14-6 and 44-2-3 through 44-2-9

Documents to be submitted to the county treasurer's office:

- Application for Motor Vehicle Title and Registration
- This properly completed Notice that was sent to the owner and any lienholder by certified mail
- Storage Rental Agreement
- Title fee of \$10

Unpaid Repair Bill:

SDCL 32-3-67 through 32-3-69

Documents to be submitted to the county treasurer's office:

- Application for Motor Vehicle Title and Registration
- This properly completed Notice that was sent to the owner, lienholder, and insurer by certified mail
- Unpaid repair bill
- Title fee of \$10

***Once the title has been issued, the vehicle must be sold at public auction.**

Auction Agency:

SDCL 32-3-75

Documents to be submitted to the county treasurer's office:

- Application for Motor Vehicle Title and Registration
- This properly completed Notice that was sent to the owner and any lienholder by certified mail
- Title fee of \$10

***Once the title has been issued, this vehicle must be sold by the auction agency.**

TITLE APPLICATION MUST NOT BE APPLIED FOR UNTIL THE 30 DAY REQUIRED WAIT TIME HAS PASSED.

Odometer Disclosure Form
[Odometer Disclosure Form](#)



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

1021

Odometer Disclosure

A Instructions Federal and state law requires that you disclose a vehicle's actual mileage on each transfer of ownership. Failure to complete an odometer disclosure or making a false disclosure may result in fines and/or imprisonment. Complete this disclosure statement if the vehicle being transferred is less than 20 years old and weighs less than 16,000 pounds.

B Vehicle Information Year: _____ Make: _____ Model: _____
VIN: _____ Title Number: _____

C Odometer Information The odometer reading is _____ (check one) Miles Kilometers.
The stated mileage is: (Check one of the following)
 Actual mileage;
 Exceeds odometer's mechanical limits; or
 Is not actual-WARNING: Odometer Discrepancy

D Seller Information & Signature **Disclosure Certification:** I, as the seller, under penalty of South Dakota law, certify by my signature to the truth and accuracy of this disclosure statement.
Seller Name: _____ Address: _____
City: _____ State: _____ Zip Code: _____
Seller Signature: _____ Date of Sale: _____

E Purchaser Information & Signature Purchaser Name: _____ Address: _____
City: _____ State: _____ Zip Code: _____
Purchaser Signature: _____ Date of Sale: _____

Out-of-State Vehicle Lease Tax Worksheet
[Out-of-State Vehicle Lease Tax Worksheet Form](#)



State of South Dakota
 Motor Vehicle Division
 445 E. Capitol Avenue
 Pierre, SD 57501
 605-773-3541 <http://dor.sd.gov>

Form #1027

Out-of-State Vehicle Lease Tax Worksheet

A

Use this worksheet if the out-of-state lease tax was being assessed monthly.

Instructions

Note: Lessee and lessor must remain the same. This worksheet, along with a copy of the lease, must accompany the application for title and registration on leases. This does not apply vehicles with a gross vehicle weight rating of 16,000 pounds.

B

Year: _____ Make: _____ VIN: _____

Vehicle Information

C

Lessor Name: _____ Address: _____

Owner Information

City: _____ State: _____ Zip Code: _____

Lessee Name: _____

D

Lease and Tax Information

1. The date the vehicle entered SD (1a): _____ Remaining number of months in the lease (1b): _____	
2. Lease payment: (includes all capitalized costs but does not include the following: title fee, registration fees, excise tax, federal excise tax, insurance, or refundable security deposits on the lease). [Total number of months in lease (2a) _____ X (2b) \$ _____ lease payment per month]	2. \$0.00
3. Capitalized Cost Reduction [net trade (trade-in value minus pay-off), cash, and rebate].	3. _____
4. Up Front Fees [non-capitalized fees that are paid at lease signing, including the following: extended service contracts, administrative or document fees, lease acquisition fees, or other fees assessed on the purchase of the vehicle.	4. _____
5. Total [add lines 2,3, and 4]	5. \$0.00
6. Purchase Price [divide line 5 by line 2a (number of months in lease) and then multiply that answer by line 1b (remaining months in the lease)]	6. NaN
7. SD 4% Excise Tax [multiple line 6 by .04]	7. NaN

E

Additional Information & Signature

I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct.

Signed on this _____ day of _____, _____ at _____.

Printed Name: _____ Signature: _____

Note:

- Upon buy-out of a lease, the lessor/dealer must forward the assigned title to the lessee, who will make application for title through their county treasurer. The purchase price on a buy-out is the amount paid for the vehicle at the end of the lease.
- If a lease is extended from that of the initial lease period or if additional consideration is paid during a lease, additional tax is due. Use the "Extended or Additional Consideration Lease Tax Worksheet". The lessor must forward the form and proper fees to the Motor Vehicle Division.

Power of Attorney
[Power of Attorney Form](#)

1023



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

Power of Attorney

A
Instruction

Complete this application to designate power of attorney only to make an application for title or to assign a certificate of title.

B
Vehicle or
Boat
Information

Vehicle Boat

Year: _____ Make: _____ Model: _____
VIN/HIN: _____ Title Number: _____

C
Person(s)
Appointed

Let it be known that the undersigned _____ of the city of _____, South Dakota, does (do) hereby appoint the following true and lawful attorney(s) for the purpose listed below:

Appointed Name: _____ Address: _____
City: _____ State: _____ Zip Code: _____

Appointed Name: _____ Address: _____
City: _____ State: _____ Zip Code: _____

D
Attorney
Powers

The appointed attorney(s) may exercise the following designated powers. Check all that apply.

Group 1: To be used only if more than one person is named above.

Jointly (both people named must sign) Severally (either person named can sign)

Group 2: One or more selections must be made.

- To apply for a certificate of title for the described vehicle/boat in the name of the undersigned.
- To assign all rights, title, and interest in the described vehicle/boat on behalf of the undersigned.

E
Disclosure,
Signature,
and Notary

The undersigned does further authorize said attorney(s) to include in any application for title and/or the assignment, such statements and warranties as to mortgages, liens, and encumbrances upon the above described motor vehicle/boat as they, or either of them, may believe to be true in fact. The undersigned does hereby ratify and confirm each and every act which said attorneys or either of them may do pursuant to the power herein granted.

In witness whereof, the undersigned has executed this instrument on this _____ day of _____, 20____.

Name: _____ Signature: _____

Name: _____ Signature: _____

Sworn to and witnessed by me this _____ day of _____, 20____.

Notary Signature: _____

My commission expires the _____ day of _____, 20____.

Salvage and Recovered Theft Disclosure Statement
[Salvage and Recovered Theft Statement Form](#)

1020



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

Salvage and Recovered Theft Disclosure Statement

A
Instructions

Salvage Titles: State law requires that if an insurer, in settlement of a total loss insurance claim, or self-insurer acquired ownership of a vehicle determined a total loss, the insurer shall within 30 days of acquisition of the title, surrender it and apply for a salvage title. If the owner retains possession of the vehicle, the owner shall prior to sale or transfer of the title, obtain a salvage title. Failure to do so is a Class 1 misdemeanor. Salvage titles are required on motor vehicles less than 11 years old and vehicles that weigh less than 16,000 GVWR.

B
Vehicle
Information

Year: _____ Make: _____ Model: _____
VIN: _____ Title Number: _____ Title State: _____

C
Salvage
Statement

Any vehicle that an insurer or self-insurer determines a total loss due to damage caused by fire, vandalism, collision, weather, or submersion in water or flood.

Was this vehicle determined to be a total loss? Yes No N/A

D
Recovered
Theft
Statement

The recovered SD salvage titled vehicle has been recovered and determined not to be salvage.

Yes No N/A

E
Unsworn
Declaration

I declare under penalty of perjury under the law of South Dakota that the foregoing is true and correct.

Signed on this _____ day of _____, _____ at _____.

Printed Name: _____ Signature: _____

Printed Name: _____ Signature: _____

Seller's Report of Sale
[Seller - Report of Sale Form](#)

1024



State of South Dakota
Motor Vehicle Division
445 E. Capitol Avenue
Pierre, SD 57501
605-773-3541 <http://dor.sd.gov>

Seller's Report of Sale

A
Instruction

For your protection, keep this notice until the vehicle is sold or transferred. When you sell the vehicle/boat you must file the new purchaser information with your local county treasurer. Failure to do so is a Class 2 misdemeanor. Do not give this form to the buyer. By submitting this form, you are notifying the state of South Dakota of the sale or transfer of this motor vehicle/boat. The title record will not be changed until the title is submitted for transfer. This may protect you from liabilities resulting from driving or movement of the vehicle/boat after the date of the sale. Owners should keep a copy of this notice for their records as proof of the transfer.

B
Vehicle
Information

Year: _____ Make: _____ Model: _____
VIN/HIN: _____ Title Number: _____

C
Sale
Information

Date of Sale: _____ Selling Price: _____
Seller's Name: _____ Address: _____
City: _____ State: _____ Zip Code: _____

D
Purchaser
Information

Purchaser's Name: _____ Address: _____
City: _____ State: _____ Zip Code: _____
Purchaser's SD Driver's License # or SSN: _____

E
Seller
Signature

I certify that I have sold or transferred the vehicle described herein and have assigned and delivered the certificate of title to the buyer or transferee, thereby releasing interest in this vehicle.

Seller's Signature: Signature Here Date: 05/18/2023
CLICK TO SIGN CLICK TO SIGN

Attorney Fees

- A. If the manufacturer failed to fulfill its' obligations to repair the nonconforming vehicle the consumer may recover reasonable attorney fees in addition to the refund of contract price, taxes, and license & registration fees [32-6D-8](#)

Civil action against manufacturer

- A. A consumer that sustains damages (out of pocket expenses) due to the failure of the manufacturer or authorized dealer to perform its obligations to repair the nonconforming vehicle, may bring civil action against the manufacturer to enforce the provisions of the South Dakota Lemon Law if:
1. Notice is given to the manufacturer in the form of certified mail, demanding correction, or repair of the nonconforming condition
 - i. The manufacturer has 7 calendar days from the date notice is received to notify the consumer of a reasonably accessible repair facility
 - ii. From the time the nonconforming vehicle arrives at the repair facility by the consumer, the manufacturer or authorized dealer has 14 calendar days to attempt to repair the nonconforming condition
 2. Reasonable attempts to correct the nonconforming condition have been performed, and the manufacturer was given a final attempt to correct the nonconforming condition
- B. If a manufacturer started informal legal proceedings, in compliance with Federal rules and regulations, the consumer must first exhaust any remedy provided to the consumer under the informal legal proceedings before a cause of action can be initiated under the South Dakota lemon law [32-6D-6](#)

Deductions from the total refund/formula

- A. Refunds are made to the consumer and lienholders

1. The refund amount is determined by multiplying the full purchase price by # miles on vehicle before the formal notice of nonconformance divided by 100,000.

If the vehicle had 8,000 miles and full purchase price is \$24,000, then the formula is $24,000 \times 8,000 / 100,000 = \$1,920$

The total amount the manufacturer will deduct from the refund is \$1,920, this is determined to be the cost for use the consumer got out of the vehicle before the first report of nonconformance.

[32-6D-4](#)

Definitions

Consumer: the purchaser, other than for purposes of resale, of a new or previously untitled motor vehicle used in substantial part for personal, family, or household purposes, who is entitled by the terms of the warranty to enforce the obligations of the warranty

Express warranty: a written warranty, so labeled, issued by the manufacturer of a new motor vehicle, including any terms or conditions precedent to the enforcement of obligations under that warranty

Lemon law rights period: the period ending one year after the date of the original delivery of a motor vehicle to a consumer or the first twelve thousand miles of operation, whichever first occurs

Manufacturer: the person, firm, corporation, or limited liability company engaged in the business of manufacturing, importing, or distributing motor vehicles to be made available to a motor vehicle dealer for retail sale

Motor vehicle: every vehicle intended primarily for use and operation on the public highways which is self-propelled. The term does not apply to any motor home or to any motor vehicle having a manufacturer's gross vehicle weight rating of fifteen thousand pounds or more

Motor vehicle dealer or authorized dealer: any person operating under a dealer agreement from a manufacturer and licensed pursuant to chapter [32-6B](#)

Nonconforming condition: any condition of a motor vehicle that is not in conformity with the terms of any express warranty issued by the manufacturer to a consumer and that significantly impairs the use, value, or safety of the motor vehicle and occurs or arises solely in the course of the ordinary use of the motor vehicle, and that does not arise or occur as a result of abuse, neglect, modification, or alteration of the motor vehicle not authorized by the manufacturer, nor from any accident or other damage to the motor vehicle which occurs or arises after the motor vehicle was delivered by an authorized dealer to the consumer

Notice of a nonconforming condition: a written statement delivered to the manufacturer and which describes the motor vehicle, the nonconforming condition, and all previous attempts to correct such nonconforming condition by identifying the person who made the attempt and the time the attempt was made. [32-6D-1](#)

Liability of authorized dealer

The manufacturer cannot charge back or require reimbursement by an authorized motor vehicle dealer for any costs including:

1. Any refunds or replacement costs incurred by the manufacturer

Under the South Dakota lemon law the authorized dealer is not responsible for any action a consumer takes against a manufacturer [32-6D-10](#)

Manufacturer's defenses to lemon law claims

A. A valid defense to any claim against the manufacturer exists if:

i. The nonconforming condition of the vehicle doesn't significantly impair:

the use of the motor vehicle

ii. market value of the motor vehicle iii. safety of the motor vehicle

The nonconforming condition is the result of:

Abuse of the motor vehicle ii. Neglect of the motor vehicle

iii. Any modification or alteration of the motor vehicle not authorized by the manufacturer

[32-6D-7](#)

Obligation to repair nonconforming vehicle

A. Any vehicle that does not conform to the standards set by the manufacturer must be repaired by the manufacturer or authorized dealer to remedy any nonconforming condition.

1. The Lemon Law Rights period is the first 24 months from the date of delivery or the first 24,000 miles, whichever first.

2. The manufacturer or authorized dealer is still obligated to make repairs if formal notice was given by the consumer before the expiration of the lemon law rights period.

i. Formal notice means the consumer delivered the vehicle to the manufacturer or authorized dealer and gave written notice on nonconformance. [32-6D-2](#)

Refund or Replacement

A. If the manufacturer or authorized dealer is unable to adequately repair the nonconforming vehicle to meet the manufacturer's warranty the dealer must, at the option of the consumer:

Replace the motor vehicle with a comparable new motor vehicle

Refund the consumer all collateral charges which includes:

- i. Excise tax
- ii. License and registration
- iii. Any similar government fees paid for by the consumer to register the vehicle

All finance charges incurred by the consumer

Any incidental costs associated with alternative means of transportation during the time the consumer was without a vehicle because of the nonconforming condition

- i. Bus fares, taxi fares, rental car fees [32-6D-3](#)

Resale of manufacturer buy back vehicles

A. If a vehicle is returned to the manufacturer under the lemon law in SD as the result of legal action or informal dispute, it cannot be sold in this state unless:

The manufacturer discloses in writing to the new purchaser that the vehicle was returned due to nonconformance to the manufacturer's warranty

The nature of the nonconformity to the warranty is disclosed to the new purchaser

3. The manufacturer makes application for and receives a title that is branded as

MANUFACTURE BUY BACK

- i. This brand will remain on all subsequent titles for the life of the vehicle
- ii. The manufacture buy back brand indicates the vehicle was returned to the manufacturer because it did not conform to the warranty [32-6D-9](#)
- iii. The manufacturer discloses in writing to the new purchaser that the vehicle was returned due to nonconformance to the manufacturer's warranty.
- iv. The nature of the nonconformity to the warranty is disclosed to the new purchaser.
- v. The manufacturer makes application for and receives a title that is branded as

MANUFACTURE BUY BACK

- i. This brand will remain on all subsequent titles for the life of the vehicle
- ii. The manufacture buy back brand indicates the vehicle was returned to the manufacturer because it did not conform to the warranty

[32-6D-9](#)

Time limit for acting on lemon law

A. Any action brought on a manufacturer under the South Dakota lemon law must be started within 3 years following the original date of delivery of the motor vehicle to the consumer

[32-6D-11](#)

ELT code

LE: Lender Notify Department of Error

-Lender sends this in response to LA transactions that have errors

ER: Lender Notify Department of Lien Reassignment Error

-Lender sends this in response to LR transactions that have errors

EK: Lender Notify Department of Error on Correction

-Lender sends this in response to LK transactions that have errors

LO: Lender Lien Release (must be submitted within 20 days after the final payment is received)

-Lender uses this transaction when a lien has been paid off.

LG: Lender Request for Paper Title w/ Lien(s)

-Lender uses this when a paper title is needed.

LE: Lender Notify Department of Error

-Lender sends this in response to LA transactions that have errors

ER: Lender Notify Department of Lien Reassignment Error

-Lender sends this in response to LR transactions that have errors

EK: Lender Notify Department of Error on Correction

-Lender sends this in response to LK transactions that have errors

LA: Department Notify Lender of Lien Notation

-DMV sends this transaction when a new lien is added

LK: Department Notify Lender of Correction

-DMV sends this transaction either upon discovery of an error, or as a response to LE, ER, or EK transactions that are found to have errors.

LR: Department Notify New Lender of Reassignment of Lien

-DMV sends this transaction to the reassigned lienholder.

LU: Department Notify Lender(s) of Change in Lien Information

-DMV sends this transaction to lienholders to notify additional liens being added or removed by other lienholders.

EO: Department Notify Lender of Lien Release Error

-DMV sends this transaction to notify lienholders that an LO transaction could not be completed.

EG: Department Notify Lender of Request for Paper Title Error

-DMV sends this transaction to notify lienholders than an LG transaction could not be completed.

CA: Department Response to Lender Transactions Not Resulting in errors

-DMV sends this transaction as a response to all successful LO and LG transactions.

NO: Department Response to Lender Stating No Errors Found

-DMV sends this transaction as a response to LE, ER, or EK transactions when no errors are found

ELT FAQ

Frequently Asked Questions ELT

What is Electronic Lien & Title (ELT)?

ELT is a title record that indicates a lien against the vehicle and the title record is stored electronically, no paper is documented.

What does a Provider do?

When a title record is issued with a lien or a new lien is perfected, the Provider supplies the Lender with an electronic message of the lien perfection. When a lien is needed to be released, the Lender would send an electronic lien release to the Department through the Provider. Providers also supply other services for their Lenders.

What is the cost to use a Provider?

The 5 vendors provide several different options for your business so we would suggest that you contact them directly to determine the costs that will be associated with your participation in this program.

Does a Lender have to use a Provider?

No. If the Lender chooses to not use a Provider, no notice is sent to the Lender regarding any lien perfections.

How does a Lender note a lien if not using a Provider?

If there is a current title document, the title along with the loan contract and \$10.00 lien fee is submitted to the titled owner's county treasurer's office. The county will note the lien in the system and keep the title. If the title is already ELT, the loan contract and \$10.00 fee is remitted to the county treasurer and lien is noted.

If a Lender does not utilize a Provider, what do they get for a notice of lien perfection?

The Lender receives no notification. They will be able to verify lien perfection.

Is there anything a Lender needs to do if not going to utilize a Provider?

The Lender must submit the Lender Information form that has been mailed to them. If they did not receive one, our office can send it.

How does a Lender note a second (junior) lien on an already existing ELT record?

ELT is a title record that indicates a lien against the vehicle and the title record is stored electronically, no paper document.

What if the loan customer (titled owner) is moving out of state and needs a title?

If the Lender is participating through a Provider, an electronic request to print a paper title is sent to the state. The title will be printed and mailed the following work day. If the Lender is not using a Provider, a manual request to print title must be completed and sent to the state. This is one of only three reasons the state will print a title with the lien. The others are: to correct a title (like adding or removing a name) and a court order. All other requests must be approved by the Department.

What if title has to be corrected?

If the Lender is participating through a Provider, an electronic request to print a paper title is sent to the state. The title will be printed and mailed the following work day. If the Lender is not using a Provider, a manual request to print title must be completed and sent to the state.

How does a lienholder get a repossession title on an ELT record?

Application is made with all documents, except the title. The repossession affidavit has an ELT box to check in place of title.

Does it cost anything for the title to be printed after the lien is paid off?

No

What is the website for the VIN check to verify lien information?

This will be available with implementation of ELT. www.sdcars.org (click on "VIN Check")

Where can I find a list of Providers?

http://dor.sd.gov/Motor_Vehicles/Electronic_Lien_and_Title/PDFs/Provider%20contact%20information.pdf

If a lien is currently in the state system as a "paper title", does the Lender have to surrender the title?

No

Does the Lender have the option to submit a current title to make it electronic?

No

When a lien is paid off, can the title stay paperless?

No

ELT Reference Guide

The South Dakota Division of Motor Vehicles has an Electronic Lien & Title System (ELT). As a result, a title certificate is not printed on any title that is issued that indicates a lien.

Lenders have the option to utilize a third-party provider that will provide a lender with electronic notices of title issuance and lien perfection when a record is issued in the state system. Upon release of a lien, a participating lender will release a lien electronically through its provider. Upon receipt of the electronic lien release, the title will be printed and mailed to the owner, unless directed otherwise by the lender.

<https://dor.sd.gov/media/jkbnwr0z/sd-elt-guide.pdf>

<https://dor.sd.gov/individuals/motor-vehicle/all-vehicles-title-fees-registration/> Scroll until you find the below section

Electronic Lien & Title (ELT)

What is the ELT System?

The South Dakota Motor Vehicle Division has an Electronic Lien & Title System (ELT), which allows lienholders to reduce the handling, storage and mailing costs of paper titles by replacing them with an electronic version. No paper title will be printed while there is a lien noted, unless one of the exceptions in South Dakota law apply. [SDCL 32-3-70](#)

How Does the ELT System Work?

Lenders have the option to utilize a third-party provider that will provide electronic notices of title issuance and lien perfection when a record is issued in the state system. Upon the release of a lien, a participating lender will send a lien release electronically through its provider. Upon receipt of the electronic lien release, the title will be printed and mailed to the owner, unless directed otherwise by the lender. For more information on the Electronic Lien & Title system, take a look at the [ELT Guide \(PDF\)](#).

Notation of Liens on Existing South Dakota Printed Titles

To have a lien noted on an outstanding title, the owner or lienholder shall present the original South Dakota certificate of title (or valid duplicate) and a copy of the security agreement to the titled owner's county treasurer's office. A lien notation fee of \$10 must also be submitted. **Note:** the check or money order must be made out to the appropriate county treasurer (not to the Motor Vehicle Division).

[South Dakota Electronic Lender Guide](#)

Liens

[32-3-35](#) Manufacturer's statement or certificate of origin pending issuance of certificate of title--Priority of liens.

[32-3-36](#) All lien spaces filled--Issuance of new certificate.

[32-3-37](#) Sale of encumbered vehicle with knowledge of lien holder--Effect against subsequent purchasers.

[32-3-38](#) Holder of security interest entitled to have notation of lien made by treasurer-Notification to department--Notation on instrument and certificate of title.

Changing Lenders

Changing lenders on an existing ELT record

- A. To change lenders when a customer has a lien on their title and refinances that loan with a different lender
 - a. The lien release must be provided for the original loan.
 - b. The new lien must be added before the original lien is released.

For bank buyouts see Lien Reassignment section

Lien Correction – ELT

A. To correct a lien on an ELT record for a participating lender

Email dor.dmvelt@state.sd.us with the following information

- i. Title number or VIN
- ii. Correct lender ID
- iii. Correct lender name and address
- iv. Notification that the record needs to be updated to reflect "Participating."

The Division will review and amend the record if it qualifies.

Lien Reassignment

This is for bank buyouts only

- A. A lien reassignment is only to be used when one bank buys another bank and their contracts. This will retain the original lien notation date on the customer record.
- B. The bank that the lien has been assigned to or the owner of the vehicle should present the following to the county treasurer of the county the vehicle is registered in:

1. Lien assignment agreement signed by representatives of each bank.
 2. Certificate of title unless ELT.
- C. The county treasurer will note on the system and on the lien notation area on the title beside the original lienholder, the name of the bank the reassignment is being made to, the date the reassignment is being made, and the signature of the county treasurer.
1. The lien notation fee should be assessed.
- D. The county will change the computer system to reflect the reassignment and retain copies of the lien assignment.

[32-3-38](#); [64:28:12:10](#)

Mechanics Lien Procedure

The mechanic's lien procedure is a means to transfer titles for **boats** and **off-road units** on unpaid repair and storage bills. Personal property left for repair at a place of business in South Dakota is considered abandoned if the property is unclaimed by its owner for a period of ninety (90) days *after* written notice of the intent to sell the property is given. **The mechanic's lien procedure does not apply to motor vehicles or trailers.**

- a. The business owner must send notice to the owner at the owner's last known address (owner address information to be provided by the MVD through the DPPA process)
 - b. The notice must be sent by certified, return receipt mail
 - c. The sale is subject to liens, mortgages, and other creditors' interest properly filed or perfected *before* the date the personal property came into possession of the place of business
- A. Property that is unclaimed by owner for a period of 90 days after written notice of intent to sell the property is given to the owner and lienholder(s) by certified mail.
1. Refer to Unclaimed Vehicle Due to Unpaid Repair Bills section, for vehicles left unclaimed as the result of an unpaid repair bill.
- B. If lien not on file with the register of deeds, must file a sworn lien statement with the register of deeds. The statement must contain the following: name and address of owner and any lienholders; description of property sufficient to identify it; approximate location of property; date the lien is claimed to have arisen; amount claimed as a lien; circumstances out of which lien is claimed.
- C. Sworn statement and post office receipt for mailing filed with register of deeds in county in which property located.
- D. No title is issued before the public sale.
- E. Notice of sale containing the following information: name and address of owner and any lienholders; description of property sufficient to identify it; location of property; statement of grounds for which lien claimed and reference to its filing with the register of deeds; nature of the default; amount claimed to be due at date of notice; time and place of sale mailed to property owner and any lienholders.

- F. Publication of notice of sale in at least one issue of newspaper published in county at least 10 days before the sale.
- G. Property that is unclaimed by owner for a period of 90 days after written notice of intent to sell the property is given to the owner and lienholder(s) by certified mail.
 - 1. Refer to Unclaimed Vehicle Due to Unpaid Repair Bills section, for vehicles left unclaimed as the result of an unpaid repair bill.
- H. If lien not on file with the register of deeds, must file a sworn lien statement with the register of deeds. The statement must contain the following: name and address of owner and any lienholders; description of property sufficient to identify it; approximate location of property; date the lien is claimed to have arisen; amount claimed as a lien; circumstances out of which lien is claimed.
- I. Sworn statement and post office receipt for mailing filed with register of deeds in county in which property located.
- J. No title is issued before the public sale.
- K. Notice of sale containing the following information: name and address of owner and any lienholders; description of property sufficient to identify it; location of property; statement of grounds for which lien claimed and reference to its filing with the register of deeds; nature of the default; amount claimed to be due at date of notice; time and place of sale mailed to property owner and any lienholders.
- L. Publication of notice of sale in at least one issue of newspaper published in county at least 10 days before the sale.
- M. Sale:
 - 1. Sale must be held at public place. If held elsewhere, must set out all facts for not holding the sale in a public place and give a description of place at which sale will be held.
 - 2. Sale cannot be held on Sunday or other legal holidays and must be held between 10:00 AM and 5:00 PM.
 - 3. Sale must be made at public auction to highest bidder for cash. It is not necessary to use an actual "auctioneer" to conduct the sale.
 - 4. Purchaser receives a bill of sale from the party making the sale or a report of the sale that is filed with the register of deeds within 5 days of sale.
- N. The lienholder or his agent shall make a sworn report of the proceedings to the register of deeds within 5 days of the sale. The report must contain the following: proof by affidavits of giving notice of the sale, including a copy of the notice; an account of the sale, showing items sold, amounts bid and paid and names and addresses of purchasers; amount due on the lien, together with costs and disbursements of the sale and the surplus or deficiency remaining, if any. [32-3-41](#); [44-11 \(1-12\)](#)

Notation and Cancellation of a Lien

- A. All vehicle liens must be noted on the South Dakota title or ELT to be effective under title law.
 - 1. If a lien is noted on the title, MSO, or ELT it will remain on the title record until the debt is satisfied.
 - 2. A lien that is noted electronically is considered perfected as if a paper title were issued and a lien noted on it.
- B. Effective October 1, 2012, the DMV implemented an Electronic Lien and Title (ELT) System. As a result, a title certificate is no longer printed on any title that indicates a lien.
 - 1. Lenders have the option to utilize a third-party provider that will provide a lender with electronic notices of title and lien when a record is issued in the state system. A list of providers can be found on the Department of Revenue [website](#).
 - 2. Lenders that do not participate through a provider will not receive notification that advises them of a title issuance or lien perfection; however, access to search the state's title system to verify title and lien records is available online at: [SDcars.org](#) (click on VIN√).
- C. On an assigned South Dakota title, all liens to be noted on the title record must be noted in the proper space provided in the assignment blank on the reverse side of the title.
 - 1. The name of the purchaser, complete address and lien information must be either typewritten or printed.
 - 2. A lien notation fee must be assessed for each lien noted.
- D. No lien will be noted on the file with the county treasurer unless the lien is noted on the original certificate of title, title record (ELT), or a valid, lawfully issued duplicate title.
- E. The county treasurer is not required to file or record a chattel mortgage or similar instrument covering a motor vehicle only. Notation of such instrument must be made on the certificate of title.
- F. In case of a mixed mortgage where the security includes a motor vehicle and other chattel property, the county treasurer must file or record such mixed mortgage. The filing of such mortgage against the car will have no effectiveness.
- G. On a mixed mortgage, the lien on the motor vehicle must be noted on the certificate of title or title record (ELT) to be effective, and the lien notation fee collected. H. Procedures for Lien Notation:
 - 1. **Notation of a Lien (Paper Title Exists):**
 - a. The owner or lender must present the original South Dakota title (or valid duplicate) and a copy of the security agreement to the county treasurer of the owner's county of residence. A lien notation fee must also be submitted. The lien will be noted on the system and the title submitted to the DMV where it is held electronically until the lien is released.
 - 2. **Notation of a Subsequent Lien on an ELT Record:**

- a. A copy of the security agreement and a lien notation fee is submitted to the county treasurer's office of the owner's county of residence. The lien will be noted on the system and the title record remains electronic.

Procedures for Release of Lien (under law, the lender has 20 days after final payment is received to execute a lien release):

1. Release of Lien on an ELT Record (Participating Lender):

- a. Upon release of a lien, a participating lender will release a lien electronically through its provider. Upon receipt of the electronic lien release, provided there are no additional liens, the title will be printed and mailed the following business day to the owner, unless directed otherwise by the lender. No fee for lien release.

2. Release of Lien on an ELT Record (Non-Participating Lender):

- a. A lien release is submitted to a county treasurer's office. Provided there are no other liens, the title is printed and mailed the following business day to the owner, unless otherwise indicated on the release. No fee for lien release.

3. Release of Lien on Paper Title:

- a. The paper title and a lien release are submitted to a county treasurer's office. The lien is released on the paper title and returned to the owner, unless otherwise indicated on the release. No fee for lien release.

J. If a person trades in a vehicle to a dealer or enters into a consignment agreement with a dealer and the vehicle has a lien noted on the title, the parties may agree that the dealer will satisfy the lien.

1. Failure to satisfy a lien constitutes theft.
2. The dealer must satisfy the lien within 10 business days after receipt of the funds.
 - a. Proof of payment of the lien shall be the confirmation number when payment is made online or a copy of the check and the certified return receipt mail card, if payment is not made online.

K. A lien release can accompany an application for duplicate title. The lien will be cancelled by the DMV and the duplicate title issued without the lien.

1. The application for duplicate title, along with the lien release, must be forwarded to the DMV with the proper fee. The duplicate title will be issued without the lien.
2. The duplicate title will be mailed to the address on file for the owner, unless otherwise directed.
[32-3-41](#); [32-3-37](#); [32-3-35](#); [32-3-44](#); [32-3-45](#)

Notification for Notation of Lien on Paper Title

- A. The title must be presented to the county treasurer of the county of record.
1. When the title or a valid duplicate is presented, the lien will be noted by the county treasurer on the front of title and in the computer system. The title is then submitted to the Motor Vehicle Division (MVD).

2. If the certificate of title is not presented, the lienholder must complete the "Intent to Notify Owner."
 - a. The county treasurer will then notify the owner or the lienholder (in those instances where the lienholder is holding title) by "Notification to Submit Title," retaining a copy of such notice, to surrender the certificate of title within fifteen (15) days for the purpose of noting a lien or an additional lien.
 3. The certificate of title must be submitted to the MVD, where it is held electronically until all liens are released.
 4. The lien will be entered on the file. A lien notation fee is assessed.
- B. If the owner, or in the case of an already existing lien, the first lienholder, in those instances where the title is being held by the lienholder, does not comply with the county treasurer request to surrender the certificate of title within fifteen (15) days for notation of a lien or an additional lien, the county treasurer must inform the lienholder by "Intent to Notify Owner."
- C. The holder of a certificate of title who refuses to deliver a certificate of title will be liable for damages to such subsequent lienholder for the number of damages suffered by reason of the holder of the certificate of title refusing to permit the showing of the lien on the certificate of title.
- D. No lien will be noted on the file, unless the lien is properly noted on the original title, or a valid duplicate.

[32-3-43](#); [32-3-44](#); [32-3-45](#); [32-3-38](#); [32-3-41](#)

Transfer of Ownership by Affidavit of Repossession

- A. The county treasurer requires South Dakota title (if available) to be submitted when applying for repossession title, the lender noted on the title must be the applicant for repossession title.
1. If the motor vehicle records indicate that the title is lienholder-held and the title is not available, a statement indicating why the title is not available should be submitted with the other required documentation.
 2. If the motor vehicle records indicate that the title is a SD electronic lien and title (ELT) record, the title is not required.
- B. The lien should be properly noted on the certificate of title or on the record (ELT). Other documents required:
1. A copy of the *security agreement
 2. Application for certificate of title signed by the lienholder
 3. Motor Vehicle Affidavit (Section C Repossession)
 4. Title fee
- C. The lien noted on the certificate of title or title record (ELT) must not have been released by the county treasurer. Cancellation of the lien does not prohibit obtaining title by repossession.

D. A Dealer Car Auction Agency may accept a vehicle for sale by a financial institution chartered or licensed in another jurisdiction in which the title is not in the name of the entity, provided the title is in the name of the customer and has the proper documentation required supporting a repossession transaction.

1. The out-of-state title must be provided.
2. The affidavit or other such document that is required by the customer's or lienholder's title state that allows the lienholder to assign the out-of-state title without obtaining a repossession title, must be submitted.
3. A lienholder is required to obtain a repossession title, if the lienholder is from a state that requires a lienholder to obtain a repossession title prior to selling a repossessed vehicle.

**Loan contract*

[32-3-6](#); [32-3-46](#); [64:28:13:03](#)

Transfer of Ownership by Foreclosure of a Lien

A. Foreclosure of a lien upon a motor vehicle will be governed by the laws pertaining to foreclosure of chattel mortgages.

This is a court order and is different than a repossession.

B. Filing of such lien will not be required as a condition precedent to foreclosure.

C. The register of deeds will require the surrender of the certificate of title covering the vehicle(s) involved, along with an affidavit of publication or public posting of such notice of sale, bill of sale executed by a person authorized to hold such a sale, certified copy of the lien instrument upon which foreclosure action is based, a title fee, application for certificate of title signed by the purchaser and any applicable motor vehicle excise tax.

D. If a notation of lien has been made on the title or MSO by the seller, buyer, owner, or holder of the instrument, it will be valid against the creditors of the debtor, whether armed with process or not, and subsequent purchasers and other lienholders or claimants, but otherwise is not valid against them.

[32-3-47](#); [32-3-41](#); [64:28:12](#)

Non-Participating Lenders

A. A non-participating lender is any lender that does not utilize a third-party provider to manage their title notifications electronically.

B. All titles with liens will be issued as ELT records.

C. No paper titles will be issued for lenders to retain.

Providers

Electronic Lien & Title (ELT) provider list and contact information

Provider 1

Assurant

2975 Breckinridge Blvd

Duluth, SD 30096

Phone: 1-866-742-1466

E-mail: als.info@assurant.com

Provider 2

Dealer Track Collateral Management Services

9750 Goethe Road

Sacramento, CA 95827

Phone: 916-854-5406

E-mail: Craig.Leuschen@dealertrack.com

Provider 3

Decision Dynamics

PO Box 2078

Lexington, SC 29071

Phone: 803-808-0117

E-mail: info@etitlelien.com

Provider 4

PDP Group Inc

10909 McCormick Rd

Hunt Valley, MD 21031

Phone: 1-800-666-3008

E-mail: contact@simplyelt.com

Website: www.simplyelt.com

Provider 5

VINtek Inc

3268 Progressw Way Bldg 12 Suite 8000

Wilmington, OH 45177













Phone: 916-854-6500

E-mail: sales@vintek.com

Request for Paper Title

- A. To request a paper title for a non-participating lender:
 - a. The Lender Paper Title Request form must be submitted to the Motor Vehicle Division.
 - b. A paper title will not be printed unless it is authorized by the Division.
 - c. A lien cancellation form must be submitted to any South Dakota County treasurer office if the vehicle was sold, traded, or paid off.
 - i. This will prompt a paper title to print.
- B. To request a paper title for a participating lender:
 - a. The lender must electronically request a paper title through their third-party provider.
 - b. The Division may deny requests for paper title if they do not qualify.

Exempt Entity Plates

EXEMPT	
<p>BIT Exempt</p>  <p>SDDMVPBIT7 BIT@@@ (P)</p>	<p>Bus Exempt</p>  <p>SDDMVPBUS2 @@@@@@ (P)</p>
<p>Cheyenne River Sioux Tribe Exempt</p>  <p>SDDMVPCRE2 @@@@@@ (P)</p>	<p>City Exempt</p>  <p>SDDMVPCTY2 @@@@@@ (P)</p>
<p>Civil Air Patrol Exempt</p>  <p>SDDMVPCAP7 @@@@ (P)</p>	<p>Community Service Provider Exempt</p>  <p>SDDMVPCSP2 @@@@@@ (P)</p>
<p>Conservation Officer Exempt</p>  <p>SDDMVPGFP7 GF@@@ (P)</p>	<p>County Exempt</p>  <p>SDDMVPCOU2 CO@@@@ (P)</p>
<p>Crow Creek Sioux Tribe Exempt</p>  <p>SDDMVPCCE2 @@@@@@ (P)</p>	<p>Driver Education Exempt</p>  <p>SDDMVPEDU2 @@@@@@ (P)</p>
<p>EVOC</p>  <p>SDDMVPEVO7 EVOC@@@ (P)</p>	<p>Exempt MC</p>  <p>SDDMVMEXE4 @@@@ (5)</p>

EXEMPT

Exempt Trailer Large



SDDMVPTLE7 @@@@TRL (P)

Exempt Trailer Small



SDDMVTSE7 @@@@TR (S)

Fence Exempt



SDDMVPFEN7 @@@@@@ (P)

Fire Department Exempt



SDDMVPFRD2 @@@@@@ (P)

Fire Marshal Exempt



SDDMVPFRM7 @@@@@@ (P)

Flandreau Santee Sioux Tribe Exempt



SDDMVPFSE2 @@@@@@@@ (P)

Highway Patrol



SDDMVPH757 @@@@@@ (P)



SDDMVMH752 @@@@@@ (S)

Lake Area Tech Exempt



SDDMVPLAT2 LATI@@@ (P)

Lower Brule Sioux Tribe Exempt



SDDMVPLBE2 @@@@@@@@ (P)

Mass Transit Exempt



SDDMVPMA52 @@@@@@@@ (P)

Mitchell Tech Exempt



SDDMVPMIT2 MTI@@@ (P)

Motor Carrier



SDDMVPMCR7 @@@@@@ (P)

Oglala Sioux Tribe Exempt



SDDMVPOSE2 OST@@@@ (P)

Park Ranger Exempt



SDDMVPRE7 PK@@@ (P)

Rosebud Sioux Tribe Exempt



SDDMVRSE2 @@@@@@ (P)

School Exempt



SDDMVPSCH2 @@@@@ (P)

Sisseton Wahpeton Oyate Exempt



SDDMVPSWE2 @@@@@@ (P)

South Dakota Housing Association Exempt



SDDMVPSDH7 @@@@@ (P)

Southeast Tech Exempt



SDDMVSET2 SETI@@@ (P)

Standing Rock Sioux Tribe Exempt



SDDMVPSRE2 @@@@@@ (P)

State Exempt



SDDMVPSTE7 @@@@@ (P)

Western Dakota Tech Exempt



SDDMVPWDT2 WDTI@@ (P)

Yankton Sioux Tribe Exempt



SDDMVPYSE2 @@@@@@ (P)

Military Plates

MILITARY			
Air Force Active Duty  SDDMVPAFA7 @@@@@ (P)		 SDDMVMAFA4 @@@@ (S)	
Air Force Cross  SDDMVPAFC7 @@@@@@ (P)		 SDDMVMAFC4 @@@@@ (S)	
Air Force Veteran  SDDMVPAFV7 @@@@@ (P)		 SDDMVMAFV4 @@@@ (S)	
Air Force Woman Veteran  SDDMVPAFW7 @@@@@ (P)		 SDDMVMAFW4 @@@@ (S)	
Army Active Duty  SDDMVPACA7 @@@@@ (P)		 SDDMVMACA4 @@@@ (S)	
Army Veteran  SDDMVPACV7 @@@@@ (P)		 SDDMVMACV4 @@@@ (S)	
Army Woman Veteran  SDDMVPACW7 @@@@@ (P)		 SDDMVMACW4 @@@@ (S)	
Bronze Star  SDDMVPBSM7 @@@@@@ (P)		 SDDMVMSM4 @@@@@ (S)	
Bronze Star With Valor  SDDMVPBSV7 @@@@@@ (P)		 SDDMVMBSV4 @@@@@ (S)	
Coast Guard Active Duty  SDDMVPCGA7 @@@@@ (P)		 SDDMVPCGA4 @@@@ (S)	
Coast Guard Veteran  SDDMVPCGV7 @@@@@ (P)		 SDDMVPCGV4 @@@@ (S)	
Coast Guard Woman Veteran  SDDMVPCGW7 @@@@@ (P)		 SDDMVPCGW4 @@@@ (S)	

MILITARY

Disabled Veteran



SDDMVPDVP7 DV@ @ @ @ (P)



SDDMVMDVM4 DV @ @ @ (S)

Distinguished Flying Cross



SDDMVPDFC7 @ @ @ @ @ (P)



SDDMVMDFC4 @ @ @ @ (S)

Distinguished Service Cross



SDDMVPDSC7 @ @ @ @ @ (P)



SDDMVMDSC4 @ @ @ @ (S)

Gold Star



SDDMVPGSF7 @ @ @ @ @ (P)



SDDMVMGSF4 @ @ @ @ (S)

Marine Active Duty



SDDMVPMCA7 @ @ @ @ @ (P)



SDDMVMMCA4 @ @ @ @ (S)

Marine Veteran



SDDMVPMCV7 @ @ @ @ @ (P)



SDDMVMMC4 @ @ @ @ (S)

Marine Woman Veteran



SDDMVPMCW7 @ @ @ @ @ (P)



SDDMVMMCW4 @ @ @ @ (S)

Medal of Honor Army



SDDMVPMA7 @ @ @ @ @ (P)

National Guard



SDDMVPNGP7 NG @ @ @ @ (P)

Navy Active Duty



SDDMVPNCA7 @ @ @ @ @ (P)



SDDMVMNCA4 @ @ @ @ (S)

Navy Cross



SDDMVPNCM7 @ @ @ @ @ @ (P)



SDDMVMNCM4 @ @ @ @ @ (S)

Navy Veteran



SDDMVPNCV7 @ @ @ @ @ (P)



SDDMVMN4 @ @ @ @ (S)

MILITARY

Navy Woman Veteran



SDDMVPNCW7 @@@@ (P)



SDDMVMNCW4 @@@@ (S)

Pearl Harbor Survivor



SDDMVPPHS7 PHS@@ (P)

Prisoner of War



SDDMVPPOW7 POW@@@ (P)



SDDMVMPOW4 POW@@ (S)

Purple Heart



SDDMVPPUR7 @@@@ (P)



SDDMVMPUR4 @@@@ (S)

Silver Star



SDDMVPSSM7 @@@@@@ (P)



SDDMVMSSM4 @@@@ (S)

Miscellaneous Specialty Plates

Version 26		DEALER • EMBLEM • RADIO • STANDARD	
Amateur Radio  SDDMVPAMA2 @@@@ (P)		Commercial Radio  SDDMVPRAD2 @@@@ (P)	
Dealer 77   SDDMVPD772 @@@@ (P) SDDMVDMC2 @@@@ (S)		Dealer 88  SDDMVPD882 @@@@ (P)	
Dealer Auction 99  SDDMVPD992 @@@@ (P)		Emblem   SDDMVPORG2 @@@@ (P) SDDMVMORG2 @@@@ (S)	
Low Speed Vehicle  SDDMVLOW2 @@@@ (P)		Personal   SDDMVPPLP2 @@@@ (P) SDDMVMPLP2 @@@@ (S)	
Standard County   SDDMVPSTN1 @@@@ (P) SDDMVMSTN2 @@@@ (S)			

MISCELLANEOUS

Apportioned



SDDMVPAPP7 (S)

Commercial



SDDMVCML7 @@@@V (P)

Construction



SDDMVPCON7 @@@@@ (P)

Dignity



SDDMVPDIG7 Y@@@ (P)



SDDMVMMDIG4 @@Y (S)

Disabled Person



SDDMVPDIS7 DP@@@ (P)



SDDMVMDIS4 DP@@ (S)

Firefighter



SDDMVPFIR7 FF@@@ (P)

Historical



SDDMVPHIS7 HST@@@ (P)



SDDMVMHIS4 @@@@@ (S)

Mobile Manufactured Home Dealer



SDDMVPMD7 @@@@@ (P)

Prorate



SDDMVPRA7 PR@@@@ (S)

Special Interest



SDDMVP SIP7 SI@@@@ (S)

Special Interest Personalized





SDDMVPSP7 @@@@@ (S)

Trailer Plates

TRAILER	
<p>Construction Trailer</p>  <p>SDDMVPCOT7 @@@@@@ (S)</p>	<p>Dealer Trailer</p>  <p>SDDMVPDTR7 @@@@@@ (S)</p>
<p>Prorate Trailer</p>  <p>SDDMVPPTR7 @@@@@@ (S)</p>	<p>Trailer</p>  <p>SDDMVPTRA7 T@@@@@ (S)</p>  <p>SDDMVMTRL4 R@@@@@ (S)</p>
<p>Trailer ID/ Commercial Trailer</p>  <p>SDDMVPTID7 @@@@@@ (S)</p>	<p>Trailer Transporter</p>  <p>SDDMVPTRT7 @@@@@@ (S)</p>

Tribal Plates

TRIBAL	
<p>Cheyenne River Sioux Tribe</p>  <p>SDDMVPCRS7 @@@@ (P)</p>	<p>Cheyenne River Sioux Tribe Veteran</p>  <p>SDDMVPCR7 @@@@K (P)</p>
<p>Crow Creek Sioux Tribe</p>  <p>SDDMVPCCT7 @@@@ (P)</p>	<p>Crow Creek Sioux Tribe Veteran</p>  <p>SDDMVPCCV7 @@@@T (P)</p>
<p>Flandreau Santee Sioux Tribe</p>  <p>SDDMVPFST7 @@@@ (P)</p>	<p>Flandreau Santee Sioux Tribe Veteran</p>  <p>SDDMVPFSV7 @@@@X (P)</p>
<p>Lower Brule Sioux Tribe</p>  <p>SDDMVPLBT7 @@@@ (P)</p>	<p>Lower Brule Sioux Tribe Veteran</p>  <p>SDDMVPLBV7 @@@@J (P)</p>
<p>Oglala Lakota Sioux Tribe</p>  <p>SDDMVPOLS7 @@@@ (P)</p>	<p>Oglala Lakota Sioux Tribe Veteran</p>  <p>SDDMVPOLV7 @@@@ (P)</p>
<p>Rosebud Sioux Tribe</p>  <p>SDDMVRST7 @@@@ (P)</p>	<p>Rosebud Sioux Tribe Veteran</p>  <p>SDDMVRSV7 @@@@H (P)</p>

Sisseton Wahpeton Oyate



SDDMVPSWT7 @@@@ (P)

Sisseton Wahpeton Oyate Veteran



SDDMVPSWV7 @@@D (P)

Standing Rock Sioux Tribe



SDDMVPSRT7 @@@@ (P)

Standing Rock Sioux Tribe Veteran



SDDMVPSRV7 @@@F (P)

Yankton Sioux Tribe



SDDMVPYST7 @@@@ (P)








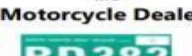


Yankton Sioux Tribe Veteran










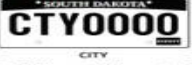









SDDMVPYSV7 @@@C (P)







Plates, pictures, and fees








Plates, Fees, and Requirements





Plate	Fees	Transferrable	Requirements
 COMMERCIAL RADIO Commercial Radio	\$10.00 initial regular license fees apply	Transferable to newly acquired vehicle	SD resident, provide FCC license, call number, special license plate application, 32-5-65;32-5-65.1
 AMATEUR RADIO Amateur Radio	\$10.00 initial regular license fees apply	Transferable to newly acquired vehicle	SD resident, provide FCC license, call number, special license plate application, 32-5-65;32-5-65.1
 DEALER 77 Dealer 77	\$101.00	Not vehicle specific – can be transferred to any vehicle owned by the dealer	SD licensed dealer, application for South Dakota Dealer License Plate 32-6B-21; 32-6B-36.3
 DEALER AUCTION 99 Dealer Auction 99	\$101.00	Not vehicle specific – can be transferred to any vehicle owned by the dealer	SD licensed dealer, application for South Dakota Dealer License Plate 32-6B-21; 32-6B-36.3
 DEALER 88 Dealer 88	Tonnage	Not vehicle specific - can be transferred to any vehicle owned by the dealer for hauling inventory	SD licensed dealer, application for South Dakota Dealer License Plate 32-6B-22.1
 DEALER TRAILER Dealer Trailer	\$24.00	Not vehicle specific – can be transferred to any vehicle owned by the dealer	SD licensed dealer, application for South Dakota Dealer License Plate 32-6B-23
 DEALER 77 Motorcycle Dealer	\$24.00	Not vehicle specific – can be transferred to any vehicle owned by the dealer	SD licensed dealer, application for South Dakota Dealer License Plate 32-6B-23; 32-7B-10
 Boat Dealer	\$20.00	Not vehicle specific – can be transferred to any boat owned by the dealer	SD licensed dealer, application for South Dakota Dealer License Plate 32-6B-23; 32-7B-10
 MOBILE MANUFACTURED HOME DEALER Mobile/Manufactured Home Dealer	\$10.00	Not vehicle specific – can be transferred to any unit owned by the dealer	SD licensed dealer, application for South Dakota Dealer License Plate 32-7A-10; 32-6C-7
 Snowmobile Dealer	\$10.00	Not vehicle specific – can be transferred to any unit owned by the dealer	SD licensed dealer, application for South Dakota Dealer License Plate 32-7A-10; 32-6C-7

 Emblem	No initial fee regular license fees apply	Only transferrable to a newly acquired vehicle from a sold vehicle	SDDL, SDID, or SSN, no special app, no approval process, 32-5- 170
 Emblem Motorcycle	No initial fee regular license fees apply	Only transferrable to a newly acquired vehicle from a sold vehicle	SDDL, SDID, or SSN, no special app, no approval process, 32-5- 170
 Low Speed Vehicle	\$10.00 if not at time of renewal	Only transferrable to a newly acquired vehicle from a sold vehicle	SDDL, SDID, or SSN, can go more than 20 mph but not more than 25 mph, title or MSO must indicate "Low Speed Vehicle" 32-5-152
 Personalized	\$25.00 initial regular license fees apply	Transferrable to any vehicle owned	SD resident, South Dakota Personalized License Plate application 32-5-89.2; 32-5-89.3
 Personalized MC	\$20.00 initial regular license fees apply	Transferrable to any vehicle owned	SD resident, South Dakota Personalized License Plate application 32-5-89.2; 32-5-89.3
 Standard	Fee schedule	Only transferrable to a newly acquired vehicle from a sold vehicle	SDDL, SDID, or SSN, no special app, no approval process 32-5-5; 32-5-86; 24-7-32; 32-5-9
 Motorcycle/ATV	Fee Schedule	Only transferrable to a newly acquired vehicle from a sold vehicle	SDDL, SDID, or SSN, no special app, no approval process 32-5-5; 32-5-86; 24-7-32; 32-5-9
 Snowmobile	\$10.00	Stays with Snowmobile	SDDL or SSN 32-5-9.1
 Boats Motorized, Non- Motorized	Fee Schedule	Stays with Boat	SDDL or SSN 32-3A-4
 Public entities, Indian Tribes, Churches	\$9.20	Transferrable to newly acquired vehicle	Must be SD entity, submit all paperwork to MVD 32-5-42
 Special Schools; Mitchell Tech, Western Dakota Tech, Lake Area Tech, Southeast Tech	\$9.20	Transferrable to newly acquired vehicle	FEIN, submit all paperwork to MVD 32-5-42

 Active Duty; Air Force; Air Force MC, Army, Army MC, Coast Guard, Coast Guard MC, Marine, Marine MC, Navy, Navy MC	\$10.00 initial regular license fees apply	Transferrable to any vehicle owned	SDDL or SDID, SD Application for Veteran and Active-Duty License Plates and Affidavit 32-5-155 – 32-5-164
 National Guard	\$10.00 initial regular license fees apply	Transferrable to any vehicle owned	SDDL or SDID, copy of active military ID or proof of 20 years of service, SD Military license application 32-5-155 – 32-5-164
 Air Force Cross, Air Force Cross MC, Distinguished Flying Cross, Distinguished Flying Cross MC, Distinguished Service Cross, Distinguished Service Cross MC, Navy Cross, Navy Cross MC	\$10.00 initial regular license fees apply	Transferrable to any vehicle owned	SDID or SDDL, DD214 or copy of award certificate and SD Military License Plate Application 32-5-155 – 32-5-164
 Silver Star, Silver Star MC, Bronze Star, Bronze Star MC, Bronze Star w/Valor, Bronze Star w/Valor MC	\$10.00 initial regular license fees apply	Transferrable to any vehicle owned	SDDL or SDID DD214 or copy of award certificate and SD Military License Plate Application 32-5-155 – 32-5-164
 Gold Star, Gold Star MC	\$10.00 initial regular license fees apply	Transferrable to any vehicle owned	SDDL or SDID, parent, spouse, sibling or child of a member of US armed forces who died in service to this country or died as a result of service, SD Military License Plate Application 32-5-155 – 32-5-164
 Veteran; Air Force, Air Force MC, Army, Army MC, Coast Guard, Coast Guard MC, Marine, Marine MC, Navy, Navy MC	\$10.00 initial regular license fees apply	Transferrable to any vehicle owned	SDDL or SDID, Application for Veteran and Active-Duty License Plates and Affidavit 32-5-155 – 32-5-164

 <p>Disabled Veteran, Disabled Veteran MC</p>	\$10.00 annual	Transferrable to any vehicle owned	SDDL or SDID, SD Military license application 32-5-155 – 32-5-164
 <p>Construction Trailer</p>	\$25 annual	Not transferrable	32-9-3.3
 <p>Indian Tribe Plates: Cheyenne River Sioux Tribe, Crow Creek Sioux Tribe, Lower Brule Sioux Tribe, Flandreau Santee Sioux Tribe, Rosebud Sioux Tribe, Sisseton Wahpeton Sioux Tribe, Standing Rock Sioux Tribe, Yankton Sioux Tribe</p>	\$10.00 initial	Transferrable to any vehicle owned	SD resident, application for special license plates. 32-5-123
 <p>Rear Plate Only</p>	\$25.00 annual regular license fees apply	Transferrable to any vehicle owned	SD resident, application for special plates, vehicles with annual mileage of less than 7500 miles not used for general or commercial use. 32-5-179; 32-5-181
 <p>Personalized Rear Plate Only</p>	\$25.00 annual regular license fees apply	Transferrable to any vehicle owned	SD resident, application for personalized plates, vehicles with annual mileage of less than 7500 miles not used for general or commercial use. 32-5-179; 32-5-181
 <p>Veteran Indian Tribal; Cheyenne River Sioux Tribe, Crow Creek Sioux Tribe, Flandreau Santee Sioux Tribe, Lower Brule Sioux Tribe, Rosebud Sioux Tribe, Sisseton Wahpeton Oyate Tribe, Standing Rock Sioux Tribe, Yankton Sioux Tribe</p>	\$10.00 initial regular license fees apply	Transferrable to any vehicle owned	SDDL or SDID, SD Military license application 32-5-155 -32-5-164

 DIGNITY Dignity, Dignity MC	\$10.00 initial regular license fees apply	Transferrable to any vehicle owned	SD resident, application for special license plates. 32-5-184
 MEDAL OF HONOR ARMY Congressional Medal of Honor	No fees 2 maximum	Transferrable to any vehicle owned	SDDL or SDID, DD214 or copy of award certificate and SD Military License Plate Application 32-5-155 – 32-5-164
 PURPLE HEART Purple Heart, Purple Heart MC, Prisoner of War, Prisoner of War MC, Pearl Harbor Survivor, Pearl Harbor Survivor MC	\$10.00 annual 2 maximum	Transferrable to any vehicle owned	SDDL or SDID, DD214 or copy of award certificate and SD Military License Plate Application 32-5-155 – 32-5-164
 COMMERCIAL Commercial	Fee Schedule	Only transferrable to a newly acquired vehicle from a sold vehicle	SDDL or SDID, no special app, no approval process 32-9-7
 CONSTRUCTION Construction	\$25 annual	Not transferrable	SSN or FEIN, Special License Plates application 32-9-3.3; 32-9-3(7); 32- 9-58
 DISABLED PERSON Disabled Person, Disabled Person MC, Disabled Person Placard	No fee regular license fees apply	Transferrable to any vehicle owned	SD resident, Application for Physically Disabled Person's License Plate 32-5-76
 FIREFIGHTER Firefighter	\$10.00 initial regular license fees apply	Transferrable to any vehicle owned	SD Resident, Firefighter, application for Special License Plates 32-5-113; 32-5-114
Original Historical, Original Historical MC	\$10.00 initial	Can be transferred to new vehicle or new owner	SD resident, not for general transportation, vehicle 30 years or older, application for Special License Plates, photo of plates 32- 5-77; 32-5-77.2

 <p>Historical, Historical MC</p>	\$10.00 initial	Can be transferred to new vehicle or new owner	SD resident, not for general transportation, vehicle 30 years or older, application for Special License Plates 32-5-77
 <p>Trailer 3,000 lbs. and more</p>	Fee Schedule	Only transferrable to a newly acquired vehicle from a sold vehicle	SDDL, SDID, or SSN, no special app, no approval process 32-5-8; 32-5-126
 <p>Trailer less than 3,000 lbs.</p>	Fee Schedule	Only transferrable to a newly acquired vehicle from a sold vehicle	SDDL, SDID, or SSN, no special app, no approval process 32-5-8; 32-5-126
 <p>Trailer ID</p>	\$10 initial	Not transferrable	32-9-8.1

Plates and Registration

Additional registration fees

The highway patrol fee is \$1 assessed on each vehicle being used on the roads. Boats, snowmobiles, and house trailers are excluded from the highway patrol fee. [32-5-153](#)

The solid waste fee is \$0.25 per tire, not to exceed \$1 per vehicle. Boats, snowmobiles, and house trailers are excluded from the solid waste fee.

[34A-6-83](#); [64:29:02:04.02](#)

Amateur and/or Commercial Radio Plates

A. Special plates may be obtained from the Motor Vehicle Division by any official amateur radio operator licensed by the FCC or any licensed commercial station.

1. Application is made through the applicant's county treasurer in the county of applicant's residence or through the customer online portal at <http://mysdcars.sd.gov>.
2. Applicant must complete an Application for Special License Plates.
3. Upon initial application, the applicant is assessed a fee, in addition to the registration fee. A mailing fee is also assessed.
4. An applicant for amateur radio plates must provide a copy of his FCC license when applying for amateur radio plates.
5. Applicants are allowed to obtain more than one set of the same plate for multiple vehicles. A manual registration must be completed on any renewals involving multiple vehicles.
6. The special plates may be used on a noncommercial or a noncommercial declared gross weight licensed vehicle.

B. The plates may bear the inscription of the station's call numbers and shall be displayed on the vehicle.

1. Special license plates shall be validated each year with distinctive stickers and are valid only for the registration year for which stickers are issued.
2. Upon renewal, the owner pays only the registration fee.
 - a. If an applicant's vehicle currently has regular or organization plates assigned to it, the applicant may choose to retain the regular or special license plates that are being removed for future reassignment to a newly acquired vehicle or the applicant may choose to turn in the regular or organization plates to the county treasurer and receive credit for any remaining months on the plates toward the registration fees.



C. In the event the FCC license is voided, the applicant must return the special plates to the county treasurer.

[32-5-65](#); [32-5-65.1](#);

Congressional Medal of Honor Plates

- A. Any resident veteran owner of a motor vehicle, who has a valid South Dakota driver's license or South Dakota identification card, who has received the Congressional Medal of Honor may apply for special license plates.
1. The application must be completed using full name (no initials).
 2. The applicant is not exempt from the motor vehicle excise tax due.
 3. No license fee is charged (registration fee or special license plate fee).
 4. The initial application is submitted to the veteran's county treasurer in the veteran's county of residence or through the customer online portal at <http://mysdcars.sd.gov>.
 5. A maximum of two sets of plates may be issued.
- B. Renewal of Congressional Medal of Honor Plates.
1. No fee for the renewal of the plates.

[32-5-160](#); [32-5-162](#)



Construction Plates

- A. A vehicle used exclusively on the job site for the construction of township roads, stock water dugouts, dams, farm and ranch irrigation systems or other soil and water conservation projects on farms and ranches, or for the construction or maintenance of highways in the state of South Dakota may qualify for construction plates.
- B. A vehicle eligible for construction plates will be any motor vehicle, trailer, semitrailer, motor propelled or trailed vehicle chassis registered in South Dakota.
- C. Prior to moving any vehicle or equipment (between job sites or from a job site to a central location) that has been issued a construction plate, the owner must issue a \$5 permit for the movement of the vehicle or equipment on the roads and highways.
1. The permits are obtained through the Highway Patrol and are available in books of 10 for a fee of \$50.
 2. The permits are self-issued by a company driver.
 3. The original (white) copy of the permit must be carried by the driver and displayed on demand by any officer. The duplicate (blue) copy of the permit must be mailed to the South Dakota Highway Patrol (500 East Capitol Avenue; Pierre, SD 57501-5070) prior to beginning the trip.
- D. Examples of this type of equipment would be a portable office on a trailer, a lube trailer, a shop trailer, a tool trailer, or a water truck or fuel truck that does not leave the job site to replenish its supply.
- E. A vehicle such as a gravel truck operated both on and off the highway project or a tractor semitrailer or tractor lowboy type operation used for the hauling of heavy equipment around the state will be construed to be a vehicle that does not qualify for construction plates.

- F. To obtain construction plates, applicant must complete an Application for Special License Plates, and present a South Dakota certificate of title.
1. The application is submitted to the Division of Motor Vehicles.
 2. In the case of a company, the FEIN is required. If the company is a sole proprietorship, the owner's social security number or South Dakota driver's license number may be used.
- G. Construction plates are to be purchased annually from the Division of Motor Vehicles. A plate mailing fee is also assessed.
- H. In the event a construction plated vehicle is sold or transferred, the construction plates must be removed from the vehicle and become invalid (plates cannot be used on another vehicle).

[32-9-3](#); [32-9-3.3](#)



Dignity Plate

- A. Any owner of a motor vehicle, who is a resident of this state, may obtain Dignity license plates.
1. Application is made through the applicant's county treasurer in the applicant's county of residence.
 2. The initial fee for the Dignity plates is \$10, in addition to annual registration fees. A \$7.50 mailing fee is also assessed.
 - a. If an applicant's vehicle currently has regular or organization plates assigned to it, the applicant may choose to retain the regular or special license plates that are being removed for future reassignment to a newly acquired vehicle or the applicant may choose to turn in the regular or organization plates to the county treasurer and receive credit for any remaining months on the plates toward the registration fees.
 3. Applicant must complete and apply for Special License Plates.
 4. The special plates may be used on a noncommercial or a noncommercial declared gross weight licensed vehicle.
- B. Renewals are processed through the applicant's county treasurer, on-line, or at an SST. There is no plate renewal fee for Dignity plates, other than the annual registration fee.

SDCL [32-5-184](#), [32-5-185](#), [32-5-186](#)



Duplicate Plates

- A. The fee for all duplicate license plates, or the replacement of lost or damaged decals is \$10.
 - 1. If only one plate is missing, the other plate must be returned to the county.
- B. The fee for all duplicate special plates and personalized plates or tabs (including special motorcycles) is \$10.
- C. The fee for a duplicate (regular) motorcycle, trailer, snowmobile, and boat license is \$2.
- D. The fee for a replacement trailer ID plate (U plate) is \$10.
- E. A general affidavit explaining why the duplicate is needed must be completed.
- F. If plates are lost or stolen, the loss or theft must be reported to a law enforcement agency and attested to on the duplicate license
plate validation sticker
application G.
 - 1. A copy of this form is retained by the county treasurer and the Division.
 - 2. If you fail to remove the plates off a vehicle you have sold, you can't report them lost/stolen.
- H. If a person moves into a different county and wants county indicator plates reflecting their new county of residence, they can apply for replacement plates through their new county.
 - 1. A duplicate plate fee will be assessed, and a duplicate plate affidavit must be completed.
 - 2. The customer's old county plates must be surrendered at the time of application.

[32-5-92](#); [32-5-99](#); [32-5-166](#); [32-5](#)

Emblem Plates

- A. Any owner of a motor vehicle or motorcycle, who is a resident of this state, who has a valid South Dakota driver's license or South Dakota identification number as assigned by the Department of Public Safety, may receive a set of organization plates that allow for the placement of an emblem decal on the plates.
 - 1. The plates can only be used on noncommercial or noncommercial declared gross weight vehicles and motorcycles (not allowed on commercial vehicles, trailers, snowmobiles, or boats).
 - 2. If the emblem plates are requested at time of initial application, no additional fee is charged for the plates, above the costs involved in registering the vehicle.
 - 3. If the plates are requested later or if the vehicle has current plates, the plates must be surrendered and a \$10 fee is charged, in addition to any applicable costs involved in the registration.
 - 4. Only approved emblems that are listed on dor.sd.gov may be used on the plates.
 - 5. A State Seal decal may be purchased from the county treasurer's office.
- B. Sale or transfer of vehicle.

1. Upon the sale or transfer of the vehicle or motorcycle to which the emblem plates are attached, the owner must remove the plates and may select either of the options below:
 - a. The plates, if valid (not expired) can be attached to a newly acquired vehicle or motorcycle upon registration of the vehicle through the county treasurer.
 - b. Any remaining credit on the plates at the time of registration is applied.
 - c. A \$5 plate reassignment fee is assessed.
2. The regular or emblem plates that are removed from the vehicle or motorcycle are eligible for attachment to a newly acquired vehicle or motorcycle upon registration of the newly acquired vehicle.
3. Credit for any remaining months on the plates at time of registration will apply.
4. A \$5 plate reassignment fee is assessed.
5. If the plates expire prior to attachment, the plates are invalid and cannot be used.

C. To qualify for emblem decals, an organization must be a nonprofit corporation or a group of nonprofit corporations with a common purpose, on file with the secretary of state's office and must have a minimum of 200 members, volunteers, or donors. In addition, the following requirements must be met.

1. The primary activity or interest of the organization or group of organizations serves the community, contributes to the welfare of others, and is not offensive or discriminatory in its purpose, nature, activity, or name.
2. The name and purpose of the organization or group of organizations does not promote any specific product or brand name that is provided for sale; and
3. The decal of the organization or group of organizations does not promote a specific religion, faith, or anti-religious belief.
4. The organization must make application for the decals to the division and provide the following:
 - a. A copy of its articles of incorporation for each organization.
 - b. A copy of its charter or by-laws for each organization.

Any Internal Revenue Service rulings of each organization's nonprofit tax exemption status.

- c. A completed decal design with the organization name and the organization logo (no larger than three inches by three inches); or in the case of a group of organizations, a decal design which clearly depicts the common purpose and theme of the group.

1) Effective July 1, 2006, the department may authorize an organization to use a decal produced by the organization. The organization must request approval by submitting, along with the application, an original decal.

- a) The size of the decal must be approximately 3" x 3".

- d. A completed application for organization decals on a form provided by the department.
1. If approved, the organization must purchase a minimum of 100 sets of the emblem decals. The organization must reimburse the division for the cost of the decals, plus a 15 percent administrative fee. The decals are produced by the Penitentiary and sent to the organization.
2. The organization is responsible for establishing the qualifying criteria for the decals, selling/distributing the decals, etc.



[32-5-167](#); [32-5-168](#); [32-5-170](#); [32-5-171](#); [32-5-172](#); [32-5-173](#); [32-5-174](#); [32-5-175](#); [32-5-176](#); [32-5-177](#); [32-5-178](#)

Firefighter License Plates

A. A resident of this state who is a fire fighter may apply for special plates designating such person as a fire fighter.

1. Application is made through the applicant's county treasurer's office or at the customer portal online at <http://mysdcars.sd.gov>.
2. In addition to the registration fee, the applicant pays a special plate fee of \$10 for the initial application. A \$7.50 mailing fee is also assessed. Upon renewal, the owner pays only the registration fee.
 - a. If an applicant's vehicle currently has other plates assigned to it, the applicant may choose to retain the regular or special license plates that are being removed for future reassignment to a newly acquired vehicle or the applicant may choose to turn in the regular or organization plates to the county treasurer and receive credit for any remaining months on the plates toward the registration fees.
3. Applicant must complete and submit a Special License Plate Application.
4. The special plates may be used on a noncommercial licensed or a noncommercial declared gross weight vehicle.



[32-5-113](#); [32-5-114](#); [32-5-116](#); [32-5-118](#); [32-5-120](#); [32-5-121](#);

Gold Star Family Plates

A. A resident owner of a motor vehicle who is a parent, a spouse, a sibling, or a child of a member of the US Armed Forces who died while in service to this country or who died because of the service may apply for special Gold Star Family license plates.

1. Application is made through the applicant's county treasurer in the county of applicant's residence.
2. The special plates may be used on a noncommercial or a noncommercial declared gross weight licensed vehicle.

B. Initial Application for Gold Star Family Plates.

1. The application must be accompanied by a copy of the Department of Defense Report of Casualty (DD Form 1300) or death notice, or verification from the US Department of Veterans Affairs (VA) that the service member's death was service related.
2. An applicant may receive a maximum of two sets of the special license plates.

C. Upon initial application, the applicant is charged a fee for the special plates, in addition to the registration fee. A mailing fee is also assessed.

a. If an applicant's vehicle currently has regular or organization plates assigned to it, the applicant may choose to retain the regular or special license plates that are being removed for future reassignment to a newly acquired vehicle or the applicant may choose to turn in the regular or organization plates to the county treasurer and receive credit for any remaining months on the plates toward the registration fees D. Gold Star **Family** plates are available for noncommercial vehicles only.

E. Renewal of Gold Star Family Plates.

1. The registration fee is assessed, but no additional fee is assessed for the special plates.

F. If applicant dies.

1. The special plates may be retained by the plate owner's family but may not be displayed on the vehicle beyond the expiration date of the plates or stickers.

[32-5-154](#); [32-5-155](#); [32-5-156](#); [32-5-157](#); [32-5-158](#); [32-5-159](#); [32-5-162](#); [32-5-163](#); [32-5-164](#); [32-5-165](#); [32-5-166](#)



GOLD STAR

Historical Vehicles

A. A resident owner of a vehicle or motorcycle over 30 years old that is used only for special occasions may be licensed as a historical vehicle/motorcycle. The motor vehicle may be used for pleasure transportation, public displays,

parades, and other related pleasure or hobby activities, and may be driven to and from any facility providing motor vehicle maintenance or repair.

- B. Historical plates can be obtained for a one-time registration fee of \$10. Application is made at the county treasurer's office. A mailing fee of \$7.50 is also assessed.
1. Applicant must complete and submit a Special License Plate Application.
 2. No motor vehicle for which historical license plates have been issued may be used for daily transportation to and from a place of work or for commercial transportation.
 3. No motor vehicle for which historical plates have been issued may be driven more than four thousand miles per year.
 4. The South Dakota driver's license number or social security number of each owner must be given. In the case of a company, the FEIN is required. If the company is a sole proprietorship, the owner's social security number or South Dakota driver's license number may be used.
- C. Historical plates remain with the owner upon sale or transfer of a vehicle. The plates can be attached to a newly acquired historical vehicle upon title and registration of the newly acquired vehicle. A plate reassignment fee is assessed.
1. Historical plates can stay attached upon transfer of the vehicle, provided the former owner of both the vehicle and the plates authorizes in writing the reassignment of ownership of the plate to the new owner(s). The new



plate owner(s) pays the fee.

[32-5-77](#)

HISTORICAL

Historical Vehicles/Original Plates

- A. A motor vehicle registered pursuant to [32-5-77](#) may, in-lieu-of being issued number plates, display original South Dakota number plates issued in the same year as the model year of the car on which they are displayed.
- B. The plates must be in good condition and cannot be used if the number on the original plate is identical to a number on any other plate in a numbering system currently being used.
- a. A color photograph of the license plates must be included with the application.
- C. Authorization will be granted for the display of only one license plate in those years in which only one plate was issued or on motorcycles. Single plates were issued in the years 1945, 1946, 1947, 1948, 1952, and 1953. If a single original number plate is allowed, it should be displayed on the rear of the historic motor vehicle in a horizontal and upright position D. The Motor Vehicle Division must approve the use of the plates.

- E. There is a one-time registration fee of \$10. Application is made at the county treasurer's office. A registration mailing fee of \$1.50 is also assessed.
- F. A plate fee, mailing fee, or reassignment fee may be assessed upon application when applicable. A mailing fee would be \$7.50
- G. Historical plates remain with the owner upon sale or transfer of a vehicle. The plates can be attached to a newly acquired historical vehicle upon title and registration of the newly acquired vehicle. The plate may only be attached to another vehicle of the same model year. A plate reassignment fee is assessed.

1. Original historical plates can stay attached upon transfer of the vehicle, provided the former owner of both the vehicle and the plates authorizes in writing the reassignment of ownership of the plate to the new owner(s). The new plate owner(s) pay the fee. [32-5-77.2](#); [64:29:03:08](#)

Indian Tribal License Plates

- A. Any owner of a motor vehicle, who is a resident of this state, may obtain Indian Tribal license plates.
 - 1. Application is made through the applicant's county treasurer in the applicant's county of residence or through the customer online portal at <http://mysdcars.sd.gov>.
 - 2. The initial fee for the Indian tribal plates is \$10, in addition to the registration fee. A \$7.50 mailing fee is also assessed.
 - a. If an applicant's vehicle currently has regular or special plates assigned to it, the applicant may choose to retain the regular or special license plates that are being removed for future reassignment to a newly acquired vehicle or the applicant may choose to turn in the regular or special plates to the county treasurer and receive credit for any remaining months on the plates toward the registration fees.
 - 3. Applicant must complete and submit a Special License Plate Application.
 - 4. Applicant must be a South Dakota resident and may be required to provide proof of residency.
 - 5. The special plates may be used on a noncommercial or a noncommercial declared gross weight licensed vehicle.
- B. Veteran Indian Tribal license plates are available by completing the [Veteran and Active-Duty Military license plate application](#).
- C. Renewals are processed through the applicant's county treasurer. There is no renewal fee for the special plates, other than the registration fee. [32-5-123](#); [32-5-124](#); [32-5-125](#)

Licensing Noncommercial Motor Vehicles

- A. License fees are charged according to the weight schedules for noncommercial vehicles.

1. License fees on a noncommercial motor vehicle, which is an automobile, pickup, or van under 6,000 pounds must be determined by the manufacturer's shipping weight, including manufacturer's accessories. The license fees for the vehicle will be based on the regular noncommercial license fee schedule.
 - a. The JD Power/NADA computer system can be used to determine shipping weight. If the applicant disagrees with the weight, the applicant has the option of getting a weight slip.
 - b. A dealer can certify a weight by initialing the weight field on the application. If a reference guide or invoice is available that shows the weight, the document should be submitted. If certifying a weight, the dealer is responsible for the accuracy of the weight.
- A. If a noncommercial motor vehicle is a pickup that weighs more than 6,000 pounds, the owner has the choice of paying license fees under the noncommercial or the noncommercial gross weight fee schedule.
 1. License fees on a noncommercial motor vehicle, that is not an automobile, pickup, or van will be based on the declared gross weight (highest legal weight that the vehicle will be operated during the registration period) of the motor vehicle, as determined by the applicant.
 - a. A pick-up that the pick-up box has been removed and replaced with something other than a pickup box and the removal, alteration, or replacement causes the weight of the vehicle, including accessories, to exceed 6,000 pounds, the vehicle must be licensed as a truck under the declared gross weight fee schedule [64:28:03:12](#)
 - b. The title must be submitted for correction of the body type from pick-up to truck. No title fee is assessed.
- B. The owner of a noncommercial vehicle that is required to pay license fees based on the declared gross weight can register the vehicle for a period of 3 to 8 months, inclusive, in lieu of an annual registration.
 1. A pickup, weighing more than 6,000 pounds that is licensed under the noncommercial gross weight fee schedule, does not qualify for seasonal registration in-lieu-of annual registration.
 2. The fee will be 1/12 of the annual license fee for the motor vehicle, based on the declared gross weight fee schedule, multiplied by the number of months that the vehicle is being registered. The minimum license fee assessed is \$15 for a seasonal registration. No administrative fee is assessed on the initial license under this system.
 3. Any subsequent seasonal licensing of a vehicle during the licensing period is assessed a \$10 administrative fee for each license issued.
- C. Noncommercial vehicles licensed under declared gross vehicle weight are licensed under the staggered registration system unless the owner opts for a seasonal registration. The applicant is issued decals denoting the year and month of the vehicle's expiration.
 1. The applicant is also issued tonnage decals denoting the weight that the vehicle is registered for.
 2. Twenty-eight ton and over decals will be issued directly from the Motor Vehicle Division to individuals who have submitted proof of payment of the federal heavy vehicle use tax.
- D. Proof of compliance with the heavy vehicle use tax must be furnished.
 1. IRS Form #2290 Schedule 1 stamped received by the IRS.
 2. IRS Form #2290 Schedule1, plus a copy of the canceled check.
 3. Vehicles exempt from heavy vehicle use tax must submit the IRS Form #2290 Schedule 1, which has been stamped as received by the IRS.

- E. The county treasurer will attach to the daily printout of vehicles registered at a tonnage of 28 or over, the taxpayer statement notification concerning payment of the federal heavy vehicle use tax.
1. The Payment of Federal Heavy Vehicle Use Tax form is to be completed on all vehicles licensed at 28 ton or over in which IRS proof of payment is not available at the time of registration.
 2. If proof of payment is available at the time of registration, the county treasurer must attach the proof (IRS Form #2290 Schedule 1 -- stamped "paid") to the report along with a copy of the vehicle's registration (see commercial vehicles section for documentation required).
 3. If proof of payment is not available at time of registration, the applicant has 30 days that they can operate the vehicle without displaying the tonnage decals. **Remember:** one of the two forms -- taxpayer statement notification or the proof of payment of the tax must be attached to the county treasurer's report of vehicles licensed at 28 ton or more.
 4. Contact for Federal Excise Tax information and form 2290-Heavy Vehicle Use Tax:
1-866-699- 4096 – Cincinnati Service Center.
- F. The licensed gross weight of a vehicle may be increased at any time during a registration period. The county treasurer will collect the difference in fees between the registered weight and the desired higher weight. Plates are not turned in.
1. Requests to lower a vehicle's licensed weight during the registration period can be granted, but **no refund is given**. The applicant must return the license plates and a new set of plates is issued with the lower tonnage.
- G. License fees on a motor home and converted house car are determined by the manufacturer's shipping weight, including accessories, under the motor home fee schedule.
- H. An applicant for renewal of South Dakota license plates must present a certificate of title or if the vehicle is mortgaged and the records indicate that the title is held by the lienholder, the license plate renewal certificate (in the event the license plate renewal certificate is lost, a copy may be obtained from the Division of Motor Vehicles for a fee or a copy of the certificate of title signed by the lienholder is acceptable).
- I. The county treasurer is authorized to renew the motor vehicle registration without a title document or license renewal certificate if the applicant can furnish proof through a South Dakota driver's license or social security card that he is the registered owner of the motor vehicle. The motor vehicle computer record must match the name on the South Dakota driver's license or social security card.

[32-5-6](#); [32-5-6.1](#); [32-5-6.3](#); [32-5-6.4](#)

Licensing Trailers

- A. Owners of trailers utilized with automobiles, pickups, and vans must purchase a regular annual trailer plate. There is no restriction on the weight carried by trailers licensed in this manner.
1. Vehicles licensed for gross weight (commercial and noncommercial) may tow any regularly licensed trailer if the weight of the trailer plus its load is included in the gross weight license of the towing vehicle.
 2. On trailers exempt from licensing, the weight of the trailer and the load being hauled is not included in determining the declared gross weight of a vehicle.
 3. A recreational vehicle is prohibited from displaying a trailer identification plate and must be licensed under the noncommercial trailer fee schedule.
 - a. A recreational vehicle is defined as a vehicular portable structure built on a chassis designed to be used as a temporary dwelling for travel, recreational, vacation or seasonal uses, permanently identified as travel trailer or a recreational park trailer by the manufacturer of the trailer.
- B. A trailer identification plate can only be displayed on a noncommercial vehicle licensed under the declared gross vehicle weight schedule or a commercial licensed vehicle.
1. This will be the only license identification required on the trailer.
 2. The cost of the trailer identification plate is. There is no annual registration fee if the trailer stays titled under the same owner.
 3. In the event the trailer identification plate is lost, a new plate is issued. The applicant must complete a duplicate plate affidavit and submit a fee to the county treasurer.
- C. In the event of ownership transfer, the new owner must apply for their own trailer identification plate
1. The trailer identification plate is non-transferable.
- D. A noncommercial vehicle licensed under the declared gross vehicle weight schedule or a commercial licensed vehicle may tow any legally licensed trailing unit (instate or out-of-state) if the proper weight fees have already been paid on the power unit.
- E. A noncommercial unit **not** licensed on declared gross weight can't pull any trailer bearing a trailer identification plate unless a temporary commercial permit is purchased through the county treasurer.
1. The temporary permit may be purchased for a period from 5 to 15 days at a fee of \$1 per day. There is no limit on the number of these types of permits that may be obtained.
- F. For each trailer, a vehicle registration must be completed. The registration must be always carried in the power unit.
[64:28:01:02](#); [32-5-8](#); [32-5-8.1](#); [32-5-8.2](#); [32-5-8.3](#); [32-5-8.4](#)

Nonresident Registration

- A. South Dakota title and registration statutes do not expressly prohibit an out-of-state applicant from titling and registering in South Dakota.
- B. An applicant must provide the county where the vehicle will be kept and the applicant's residence post office address on the application for title and registration. If an applicant resides out-of-state, the applicant's physical address must be used on the application.
- C. Providing false information on the application for title and registration is a felony and anyone doing so is subject to further action by the department. [32-3-18](#)

Pearl Harbor Plates

A. Any resident of South Dakota who was serving in the United States Armed Forces and survived the attack at Pearl Harbor, Hawaii, on December 7, 1941, and who received an honorable discharge may apply for special motor vehicle license plates.

B. Initial registration.

1. The Pearl Harbor Survivor (PHS) application must be completed using the full name (no initials) and submitted to the county treasurer of the veteran's county of residence or through the customer online portal at <http://mysdcars.sd.gov>.
2. The applicant must possess a valid SD Driver's License or SD Identification Card.
3. The applicant is not exempt from the motor vehicle excise tax.
4. A plate applied for permit will be issued by the county treasurer for the veteran to use in the interim of obtaining the special license plates.
The veteran will initially pay the \$10 special plate fee and a \$7.50 mailing fee is also assessed.
5. If the applicant does not qualify for PHS status, the \$10 special license plate fee will be refunded.
6. A maximum of 2 sets of special PHS plates will be issued per veteran.
7. The special plates can be used on an automobile, pickup truck, or van licensed under the noncommercial fee schedule or a motorcycle.
 - a. The veteran may choose to use one of the 2 sets of PHS plates on a noncommercial motor vehicle that is a pickup truck that weighs more than 6,000 pounds that is licensed under the noncommercial gross vehicle weight fee schedule or a motor home. In this case, the veteran pays the registration fee but is not required to pay the \$10 initial and renewal purple Heart plate fee.

A. Renewal.

1. A fee will be collected yearly by the county treasurer and decals issued for the special plates; no registration fee is assessed. [32-5-160](#); [32-5-162](#)



Personalized License Plates

A. Application for special personalized license plates shall be made to the applicant's county treasurer in the applicant's county of residence or through the customer online portal at <http://mysdcars.sd.gov>.

1. An application for personalized plates, the registration fee, plus a \$25 fee for the special license plates is required. A \$7.50 mailing fee is assessed.
 - a. If an applicant's vehicle currently has regular or special plates assigned to it, the applicant may choose to retain the regular or special license plates that are being removed for future reassignment to a newly acquired vehicle or the applicant may choose to turn in the regular or special plates to the county treasurer and receive credit for any remaining months on the plates toward the registration fees.
2. Personalized plates can consist of no more than seven letters, nor less than 1. Spaces should be indicated on the application if desired.

1. Applicant shall state the meaning behind the requested personalized plate, on the application form.
2. Applicant must be a South Dakota resident and may be required to provide proof of residency.
3. The special plates may be used on a noncommercial licensed or a noncommercial declared gross weight vehicle or a motorcycle. B. Renewal.

1. Personalized license plates shall be renewed each year on a staggered registration basis and are valid only for the registration year for which such stickers are issued.
2. The renewal fee is \$25, plus the registration fee.
3. If a plate owner fails to renew their registration within 60 days of expiration the plate message will be available for another applicant to apply for

C. In the event an owner has purchased personalized license plates and then wants different personalized license plates for the vehicle, the owner can turn in the personalized license plates, receive credit for remaining months on the plates, and pay the \$25 plate fee (prorated). A duplicate plate fee is not assessed.



[32-5-89.2](#); [32-5-89.3](#); [32-5-89.4](#); [32-5-89.5](#)

Personalized Motorcycle Plates

A. Application for special personalized motorcycle license plates shall be made to the applicant's county treasurer in the applicant's county of residence or through the customer online portal at <http://mysdcars.sd.gov>.

B. An owner of a motorcycle who is a resident of this state may apply for personalized motorcycle license plates. Personalized plates may contain a maximum of six letters and a minimum of two letters.

- a. The annual fee for the plate is \$20, in addition to the registration fee. A \$7.50 mailing fee is assessed.

- b. If an applicant's vehicle currently has regular or special plates assigned to it, the applicant may choose to retain the regular or special license plates that are being removed for future reassignment to a newly acquired vehicle or the applicant may choose to turn in the regular or special plates to the county treasurer and receive credit for any remaining months on the plates toward the registration fees.

2. Initial application is made to the county treasurer of the applicant's county of residence.

- a. Renewal is made through the applicant's county treasurer's office.

C. Applicant shall state the meaning behind the requested personalized plate, on the application form.

D. Applicant must be a South Dakota resident and may be required to provide proof of residency.

E. Renewal.

- a. Personalized motorcycle license plates shall be renewed each year on a staggered registration basis and are valid only for the registration year for which such stickers are issued.
- b. The renewal fee is \$20, plus the registration fee.
- c. If a plate owner fails to renew their registration within 60 days of expiration the plate message will be available for another applicant to apply for

F. In the event an owner has purchased personalized license plates and then wants different personalized license plates for the vehicle, the owner can turn in the personalized license plates, receive credit for remaining months on the plates, and pay the \$20 plate fee (prorated). A duplicate plate fee is not assessed.



[32-5-89.2](#); [32-5-89.3](#); [32-5-89.4](#); [32-5-89.5](#)

Plate With Owner Licensing System

A. In July 2008, the state's vehicle registration system changed from license plate with vehicle to license plate with owner.

1. The ownership of a vehicle, as stated on the title, determines ownership of a plate. All owners on a vehicle's current title record or a pending title record are also owners of any plate attached to that vehicle and any individual listed as an owner on the title can act affecting the plate.
 - a. Exceptions as to who owns the plates apply to special and distinctive plates that require qualification (firefighter, veteran, etc.). The person who qualifies for the plate is the plate owner and the only one that can act affecting the plate.
2. A person cannot move a plate from vehicle to vehicle. The vehicle ownership must transfer before a plate can be detached from the system and removed from the vehicle. So, under most circumstances, the plate can only be detached if:

- a. The plate owner no longer owns the vehicle that was originally attached to the plate.
 - b. The vehicle originally attached to the plate is junked.
 - c. The vehicle originally attached to the plate is titled out-of-state.
3. Similarly, an unattached plate cannot be moved from vehicle to vehicle and can only be attached to an acquired vehicle.
 4. Plate with owner applies to commercial vehicles (renewed under our staggered registration renewal system) and noncommercial vehicles, trailers, motorcycles, and historical plated vehicles. It does not apply to boats, snowmobiles, trailer ID plated vehicles, construction plates or prorated (IRP/apportioned) vehicles.
 5. There will be situations when plates may stay with the vehicle when ownership of a vehicle is being transferred. A plate can remain attached to the vehicle when the ownership is transferred if one of the following exemptions apply: inheritance; transfer between immediate family members; transfer of ownership as the result of a transfer of a business ownership (exemptions 5- 11).
 - a. Plates may stay with vehicle upon transfer between immediate family members with consideration, but the transaction is not exempt from tax.
 - b. A historical plate or a personalized plate can stay attached upon transfer of vehicle ownership, provided the former owner of both the vehicle and the plate authorize the reassignment of ownership of the plate to the new owner.
 6. Specialty and distinctive plates (personalized, veteran or military, radio, fire fighter, etc.), are no longer secondary plates, but are now the primary plate. Two sets of plates are not issued. Upon initial application for a special/distinctive plate, a permit is used in the interval between ordering and receiving the plates.
 7. An expired plate that is attached to a vehicle on the system remains valid and may be renewed at any time within the plate period. However, an expired plate that is unattached is no longer valid and the plate cannot be used.
 8. A license plate transfer can only be made between like plated vehicles (example: a license plate transfer from a motorcycle to an automobile is not allowed). A license plate transfer is allowed between vehicles registered as noncommercial, noncommercial gross weight or a motor home.
 9. A plate cannot physically be attached to a vehicle until the owner goes to the county treasurer and completes the registration. In situations where a vehicle is sold and a plate is not immediately used, no refund is allowed, but a credit for the remaining months left on the plate is given when it is attached to a newly acquired vehicle. If the plate expires before attachment, the plate is no longer valid.

A. Attach/detach. The definitions of "attach" and "detach" are:

1. "Attach", refers to action affecting a vehicle's record within the system. Attaching a plate associates, or ties, a specific license plate number with a specific vehicle within the DMV system records, as opposed to physically securing the actual license plate to a vehicle. A license plate number may be "attached" to a specific vehicle. Under certain conditions, a plate number, which is attached, may be "detached" from a vehicle. A plate that is not attached to a vehicle is an "unattached" plate.

2. "Detach", refers to action within the system that removes the attachment between a vehicle and a specific license plate number. B. **Report of sale.** A report of sale (ROS) is a notification that a sale has occurred. The report of sale can be accomplished by one of the following:

1. A new certificate of title contains a tear-off form attached to the bottom of the title. The seller is responsible for completing the information and forwarding the form to the county treasurer's office.
2. A seller can complete a report of sale online at <https://mysdcars.sd.gov>
3. A sale of a vehicle by a dealer creates a pending title record, which replaces any need for a ROS form.

The ROS serves only as notification of a sale and does not cause any action to be taken against the title or registration record.

Plates for Substantially Disabled Persons

A. Permanently physically disabled persons may obtain special vehicle or motorcycle license plates.

1. Application is made through the applicant's county treasurer in the county of applicant's residence or through the customer online portal at <http://mysdcars.sd.gov>.
2. Applicant must complete an Application for Physically Disabled Person's License Plates.
3. It is a Class 1 misdemeanor to submit a false or fraudulent application.
4. Applicant must submit a physician's certificate on a form approved by the Secretary of Revenue, which states that they are substantially disabled by a physical disability and that it is impossible or causes substantial hardship for them to walk.
5. The applicant pays the registration fee and there is no additional charge for the physically disabled persons' license plates. A mailing fee is assessed.
 - a. If an applicant's vehicle currently has regular or organization plates assigned to it, the applicant may choose to retain the regular or special license plates that are being removed for future reassignment to a newly acquired vehicle or the applicant may choose to turn in the regular or organization plates to the county treasurer and receive credit for any remaining months on the plates toward the registration fees.
6. The special plates may be used on a noncommercial or a noncommercial declared gross weight licensed vehicle or a motorcycle.

B. Plates are limited to physically disabled persons who own the vehicle or a parent or guardian of a dependent with substantial physical disability.

1. Effective July 1, 1995, skilled nursing facilities, licensed pursuant to the provisions of Chapter [34-12](#) (regulation of hospitals and related institutions), who transport physically disabled persons, are eligible for physically disabled person's license plates.

- a. Applicant must comply with procedures for obtaining special plates as set out herein. However, a physician's certificate on the application form is not required.
 - b. The plates are only for loading for unloading of physically disabled persons. Vehicles cannot be parked in a physically disabled person's parking facility.
- C. Renewal of physically disabled person's parking plates.
1. Renewal is made through the county treasurer.
 2. The registration fee is charged, but there is no additional fee charged for the special plate.
- D. Violations
1. The court shall assess a fine of not less than \$100 if the parking space is marked in accordance with the Americans with Disabilities Act Accessibility Guidelines, as of January 1, 2002, when any person, other than the physically disabled person to whom it was issued uses a physically disabled person's parking permit for the purpose of parking; when a person who is not a person with a physical disability exercises the privileges granted to a person with a physical disability; when the owner of any vehicle not displaying a permit or special plate parks or stops in a parking space, or blocks a parking space on public or private property designated as reserved for a person with a physical disability; when an owner of a vehicle parks, stops, or stands in an access isle or lane immediately adjacent to reserved parking spaces or in front of a ramp or curb-cut in such a manner that blocks access to a person with a disability who uses a wheel chair.
 2. The police of any municipality or any other political subdivision are requested to report all violations of special license plates or permits to the Division of Motor Vehicles, who in turn, must revoke the privilege of displaying plates or permits that are improperly used.
 3. Each designated parking space must state the penalties for illegal use of the parking space. This only applies to a new sign or a sign that replaces an existing sign after July 1, 2002.



DISABLED PERSON

[32-5-76](#); [32-5-76.3](#)

Purple Heart Plates

- A. Any resident veteran owner of a motor vehicle who has received the purple Heart medal can apply for special motor vehicle license plates.
- B. Initial registration.
1. The Purple Heart application must be completed using the full name (no initials) of the veteran and submitted to the county treasurer of the veteran's county of residence or through the customer online portal at <http://mysdcars.sd.gov>.
 2. The applicant must possess a valid SD Driver's License or SD Identification Card.
 3. The veteran must submit a copy of DD Form 214, discharge papers verifying eligibility.
 4. The applicant is not exempt from the motor vehicle excise tax.
 5. A plate applied for permit will be issued by the county treasurer for the veteran to use in the interim of obtaining the special license plates. The veteran will initially pay the \$10 special plate fee and the registration fee until verification of eligibility status is checked. A \$7.50 mailing fee is also assessed.
 6. If the applicant does not qualify for purple Heart status, the \$10 special license plate fee will be refunded.
 7. A maximum of 2 sets of special purple Heart plates will be issued per veteran.
 8. The special plates can be used on an automobile, pickup truck, or van licensed under the noncommercial fee schedule or a motorcycle.

a. The veteran may choose to use one of the 2 sets of purple Heart plates on a noncommercial motor vehicle that is a pickup truck that weighs more than 6,000 pounds that is licensed under the noncommercial gross vehicle weight fee schedule or a motor home. In this case, the veteran pays the registration fee but is not required to pay the \$10 initial and renewal purple Heart plate fee.

A. Renewal.

1. A fee of \$10 will be collected yearly by the county treasurer and decals issued for the special plates. No registration fee is charged.

[32-5-160](tel:32-5-160); [32-5-162](tel:32-5-162)



Rear Plate Only/Personalized Rear Plate Only

A.A rear plate only or personalized rear plate only are available for special interest motor vehicles with an annual mileage of less than 7,500 miles that are not used for general or commercial use. Applicants will be required to supply a current odometer reading at the time of annual registration.



[32-5-179](#); [32-5-180](#); [32-5-181](#); [32-5-182](#); [32-5-183](#)

Renewal month Staggered Licensing

A. Definitions under the staggered licensing system.

1. "Active vehicle", a vehicle with unexpired license plates.
2. "Expired vehicle", a vehicle with license plates that have been expired for less than 12 months.
3. "Inactive vehicle", a vehicle with license plates that have been expired for 12 months or more.

registration.

1. Upon initial registration, license fees are assessed from date of sale, unless the date of sale is more than 12 months ago in which case the license fees are assessed from current date with license fees prorated to the customer's registration month indicator (RMI).

C. License plate attachment

1. The first letter of the owner's last name determines the month that a non-commercial vehicle owner will register the vehicle.
 - a. For businesses, the first letter of the business name must be used. Registrations can be renewed 90 days prior to the expiration.
 - b. April, October, and December are non-renewal months.
 - c. If attaching an unexpired license plate from an applicant's plate inventory to a newly acquired vehicle, with a purchase date of 12 months or less, fees are calculated from date of sale.
 - d. If the plate is within renewal (90 days prior to expiration), registration fees are billed to the following RMI, with credit given for any remaining months on the license plates.
 - e. If plate expiration is more than three months, no additional registration months are billed.
 - f. Additional license fees may apply if the age and weight of the newly acquired vehicle is in a higher license fee category, in which case additional license fees are billed.

1. When renewing a registration on a noncommercial automobile, pickup, or van (under 6,000 pounds) with an expired license (less than 12 months), license fees are calculated from the date of expiration to the RMI.

Noncommercial declared gross weight vehicle license renewal.

1. When renewing a registration on a vehicle that is required to be licensed under the declared gross weight license system (**pickup does not qualify**) in which the registration has expired (less than 12 months), license fees are assessed from current date to RMI.
2. License fees are not calculated from the registration expiration date. [32-5-22](#); [32-5-2.1](#); [32-5-2.2](#); [32-5-2.4](#)

Replacement License Plates/Validation Stickers (Lost in the Mail)

- A. In cases where individuals do not receive the license plates or validation stickers that they have purchased online, SST, or the county, the county treasurer can waive the fee normally required for duplicates.
1. The application for replacement of lost plates or stickers must be made within ninety (90) days from the date the plates or stickers were issued.
 2. Replacement license plates and/or validation stickers may be issued at no additional charge to the customer.
 3. If the plates/validation stickers turn up later, they must be surrendered to the county treasurer's office.
 4. If you have moved or changed addresses, the duplicate fee is assessed.

In cases where an individual needs to replace license plates or validation stickers that have been used or possessed, duplicate fees must be collected.

Special License Plates for Certain Disabled Veterans

- A. Before a person can receive a disabled veteran plate, an applicant must be an owner of a motor vehicle or motorcycle and a resident veteran who is either.
1. A recipient of a Veteran's Administration K Award; or
 2. A recipient of an automobile under Public Law 187; or
 3. A recipient of a statutory benefit for loss or loss of use of one or more extremities; or
 4. A recipient of a veteran's allotment for total disability which is a service-connected injury.
- B. The injury must have been incurred in active duty during a time of war or while participating in a military mission involving armed conflict.
- C. Initial registration.
1. The disabled veteran (DV) application must be completed using the full name (no initials) and South Dakota driver's license, South Dakota identification card number or social security number, and submitted to the county treasurer of veteran's county of residence or through the customer portal online at <http://mysdcars.sd.gov>.
 2. The applicant must possess a valid SD Driver's License or Identification Card.
 3. The applicant is not exempt from the motor vehicle excise tax.

4. A plate applied for permit will be issued by the county treasurer for the veteran to use in the interim of obtaining the special license plates. The veteran will initially pay the \$10 special plate fee and the registration fee until verification of eligibility status is checked. A \$7.50 mailing fee is also assessed.
5. DV plates will be issued from the division upon verification of DV status through the Veteran's Administration in Sioux Falls, SD. If the applicant does not qualify for DV status, the \$10 special license plate fee will be refunded and a different plate will need to be requested.
6. A maximum of 2 sets of special DV plates will be issued per veteran.
7. The special plates can be used on an automobile, pickup truck, or van licensed under the noncommercial license fee schedule or a motorcycle.
8. The veteran may choose to use one of the 2 sets of DV plates on a noncommercial motor vehicle that is a pickup truck that weighs more than 6,000 pounds that is licensed under the noncommercial gross vehicle weight fee schedule or a motor home. In this case, the veteran pays the registration fee but is not required to pay the \$10 initial and renewal DV plate fee. D. Renewal of disabled veteran plates.
 1. A fee of \$10 is collected yearly by the county treasurer and decals issued for the special plates. No registration fee is assessed unless the plates are being used on a pickup that weighs more than 6,000 pounds licensed under the noncommercial gross weight fee schedule or a motor home (see #7 above).
 2. The Disabled Veteran must supply their benefits decision letter annually during renewal to maintain their DV plate.

[32-5-160](#); [32-5-162](#)



Special License Plates for National Guard

A. A resident owner of a motor vehicle who is an active enlisted member of the National Guard, an active warrant officer of the National Guard, an active commissioned member of the National Guard, or a retired member of the National Guard with twenty (20) years or more of creditable service can apply for National Guard plates (**Inactive members are not eligible**).

1. Application is made through the applicant's county treasurer's office or at the customer portal online at <http://mysdcars.sd.gov>.
2. Each member of the National Guard must apply to the county treasurer of the county of his/her residence for the special plates.
3. The application must be accompanied with a copy of the National Guard identification card.
4. The applicant must possess a valid SD Driver's License or Identification Card
5. The plates will bear a distinctive number and design, designating such persons as a member of the National Guard.
6. The fee for an initial National Guard plate is \$10, in addition to the registration fee. There is no additional fee for the renewal of special plates, but the registration fee is assessed. A \$7.50 mailing fee is assessed.
 - a. If an applicant's vehicle currently has regular or organization plates assigned to it, the applicant can retain the regular or special license plates that are being removed for future reassignment to a newly acquired vehicle or the applicant can turn in the regular or organization plates to the county treasurer and receive credit for any remaining months on the plates toward the registration fees.
7. The special plates can be used on a noncommercial, or a noncommercial declared gross weight licensed vehicle.

B. Any member of the National Guard who is discharged, separated, or furloughed to a reserve or inactive status must surrender the National Guard plates to the Motor Vehicle Division.



[32-5-154](tel:325154); [32-5-155](tel:325155); [32-5-156](tel:325156); [32-5-157](tel:325157); [32-5-158](tel:325158); [32-5-159](tel:325159); [32-5-162](tel:325162); [32-5-163](tel:325163); [32-5-164](tel:325164); [32-5-165](tel:325165); [32-5-166](tel:325166)

Special License Plates for Prisoners of War

A. Any resident of South Dakota who was a prisoner of war (POW) while serving in the United States Armed Forces is eligible for special motor vehicle license plates. B. Initial registration.

1. The Prisoner of War (POW) application must be completed using the full name (no initials) and South Dakota driver's license number, South Dakota identification card number or social security number of the veteran and must be submitted to the county treasurer of veteran's county of residence or through the customer online portal at <http://mysdcars.sd.gov>.
2. The applicant must possess a valid SD Driver's License or SD Identification Card.

3. The applicant is not exempt from the motor vehicle excise tax.
4. A plate applied for permit will be issued by the county treasurer for the veteran to use in the interim of obtaining the special license plates. The veteran will initially pay the \$10 special plate fee and the registration fee until verification of eligibility status is checked. A \$7.50 mailing fee is also assessed.
5. POW plates will be issued from the division upon verification of POW status through the Veteran's Administration in Sioux Falls, SD. If the applicant does not qualify for POW status, the \$10 special license plate fee will be refunded.
6. A maximum of 2 sets of special POW plates will be issued per veteran.
7. The special plates can only be used on an automobile, pickup truck, or van licensed under the noncommercial license fee schedule or a motorcycle.
8. The veteran may choose to use one of the 2 sets of POW plates on a noncommercial motor vehicle that is a pickup truck that weighs more than 6,000 pounds that is licensed under the noncommercial gross vehicle weight fee schedule or a motor home. In this case, the veteran pays the registration fee but is not required to pay the \$10 initial and renewal POW plate fee. C. Renewal.
 1. A fee of \$10 is collected yearly by the county treasurer and decals issued for the special plates. No registration fee is assessed. D. Surrender of plates.



1. If it is determined that the veteran does not qualify for the special plates or if the veteran dies, the plates must be surrendered to the county treasurer's office of the applicant's county of residence.

[32-5-160](tel:32-5-160); [32-5-162](tel:32-5-162)

Special Plates

A. Sale or transfer of a vehicle.

1. Upon the sale or transfer of a vehicle to which special license plates are attached, the owner must remove the special plates and may select either of the options below:
 - a. If an owner is (or will be) replacing the vehicle with a newly acquired vehicle, the owner may request, at time of registration of the newly acquired vehicle, attachment of the special plates to the vehicle. A plate reassignment fee is assessed. Credit for any remaining months left on the special plates at time of registration will apply. If the plates expire prior to attachment, the plates are invalid and cannot be used.
 - b. An owner may request transfer of special plates to another vehicle that is owned and titled by the applicant.
 - 1) The special plates may be transferred to a vehicle that already has special license plates assigned to it.
 - a) Any remaining credit on the special license plates at the time of attachment will apply to the vehicle the plates are being reassigned to. If additional license plate fees are due, the county treasurer will collect the additional fee. A plate reassignment fee is assessed. No refund will be given.

- b) The regular or organization plates that are removed from the vehicle are eligible for attachment to a newly acquired vehicle upon registration of the newly acquired vehicle through the county treasurer. Credit for any remaining months on the plates at time of registration will apply. A plate reassignment fee is assessed. If the plates expire prior to attachment, the plates are invalid and cannot be used. B. If the applicant dies:

1. The plates must be surrendered to the county treasurer's office and no additional fees are due for that registration year.

Tax Exempt Plates

A. Vehicles owned by the United States, states, counties, townships, municipalities, improvement districts; vehicles purchased by the state under Sections 18 and 16(b)2 of the Urban Mass Transportation Act; vehicles owned by public or nonpublic schools, fire departments, licensed ambulance services, Indian tribes or schools, or non-profit community support providers; buses and vans owned by churches.

1. An Application for Motor Vehicle Title and Registration and an Exempt Entity Plate Application must be completed.
2. No motor vehicle excise tax is due on vehicles owned by the above-indicated entities.
3. The fee for exempt entity plates is \$9.20. A \$7.50 mailing fee is also assessed.
4. A title fee must also be included when transferring ownership of the vehicle.
5. Send properly completed forms directly to the Motor Vehicle Division; Special Licensing; 445 East Capitol Avenue; Pierre, South Dakota 57501-3185.
6. When plates are being transferred from one vehicle to another, you must send a \$5 reassignment fee to the Motor Vehicle Division.
 - a. An application must be submitted indicating "renewal".
 - b. A copy of the registration from the vehicle that the plates are being removed must also be submitted.

B. Buses owned by individuals or companies which are being leased or rented by schools may apply for special bus plates.

1. If the bus is being used for private or commercial use, the applicant must obtain commercial plates.
2. Seating capacity must be declared. C. Driver education vehicles.

1. Any motor vehicle dealer who participates in the driver education program in the schools of the state by furnishing any school with a motor vehicle used in the program shall qualify for special license plates. D. Heavy motor vehicle operator's course vehicles.

1. A motor vehicle that is not for hire and operated solely for educational purposes by a student or an instructor as part of a heavy motor vehicle or heavy equipment operator's course offered by a non-profit post-secondary institution located in the state is exempt from commercial motor vehicle licensing requirements. [32-5-42](#); [32-5-42.2](#); [32-5-50](#);



[32-5-44](#)

Veteran, Woman Veteran, Tribal Veteran, and Active-Duty Military Member Plates

A. A resident veteran owner of a motor vehicle who has a Valid South Dakota driver's license or South Dakota identification card and who signs an application/affidavit may apply for special vehicle veteran license plates.

1. Application is made through the applicant's county treasurer in the county of applicant's residence or through the customer online portal at <http://mysdcars.sd.gov>.

B. Initial Application for Veteran, Tribal Veteran, and Woman Veteran Plates

1. The South Dakota Application for Veteran License Plates and Affidavit must be used by the veteran to attest that he/she is a resident of South Dakota, possesses a valid South Dakota driver's license or South Dakota identification card, and is an honorably discharged veteran having served on active duty in the armed forces of the United States. In the case of a Tribal Veteran, the applicant must also be a member of a South Dakota tribe.

a. An owner falsely attesting to having been an honorably discharged veteran on active duty from the armed forces of the United States is guilty of a class 2 misdemeanor.

2. The application/affidavit will also be used by the veteran to indicate the military branch of the armed forces that applies and choose from predetermined plate indicators pertaining to conflict and status that are available to the veteran OR indicate the tribe they are a member of.

3. The applicant is not exempt from the motor vehicle excise tax.

4. Upon initial application, the annual registration fee is charged in addition to a \$10 fee for the special plates and a \$7.50 mailing fee.

a. If an applicant's vehicle currently has regular or organization plates assigned to it, the applicant may choose to retain the regular or special license plates that are being removed for future reassignment to a newly acquired vehicle or the applicant may choose to turn in the regular or organization plates to the county treasurer and receive credit for any remaining months on the plates toward the registration fees.

5. Veteran plates can be used on any noncommercial or declared gross weight licensed vehicle, motor home, or a motorcycle. Tribal Veteran plates are not available for a motorcycle. C. Renewal of Veteran Plates.

1. The veteran pays the registration fee but is not assessed an additional fee for the special plates.



[32-5-154](#); [32-5-155](#); [32-5-156](#); [32-5-157](#); [32-5-162](#); [32-5-163](#); [32-5-164](#); [32-5-165](#); [32-5-166](#)



Permits

5-15 Day Temporary Permit

1. A 5–15-day temporary license permit will be available to allow temporary noncommercial operation of a vehicle.
2. The permit is purchased from a county treasurer for a period from 5 to 15 consecutive days.
3. The fee for the permit is \$1 per day for each day the permit is requested. The minimum fee is \$5.
4. Only one permit should be issued yearly per motor vehicle.
5. An applicant must be in possession of either a title in the applicant’s name, a title properly assigned to the applicant, or a bill of sale that lists the applicant as the purchaser of the vehicle.
6. The title or bill of sale must be available for inspection by a peace officer when the vehicle is being moved.
7. In private, individual vehicle sales, the new purchaser may obtain a 5–15-day permit for a fee of \$1 per day if extended time is needed from the 30-day seller’s permit until the 45-day title transfer.
8. A temporary permit can be used on a vehicle hauling a load if the operation is noncommercial.
9. The permit information (vehicle, year, make and VIN/HIN will be entered into the system.
10. The reason the permit is needed must be entered (list of possible reasons will be displayed).
11. Sale of any subsequent permit for the same vehicle within a one-year period will require entry of a comment as to why a second permit is being issued.
12. When a permit is issued on a vehicle that is titled in South Dakota, the permit will be tied to the vehicle title record.
[32-5-107](#)

Commercial Permit

1. The owner of a commercial vehicle who has returned the current commercial plates and has since shown a need to operate this motor vehicle (unladen operation) on the highway can obtain a temporary commercial single-trip permit from the Highway Patrol.

The fee for a commercial single trip permit is \$15.

SOUTH DAKOTA 30-DAY COMMERCIAL PERMIT SCHEDULE

Ton-----9.00	25 Ton	135.00
Ton-----11.00	26 Ton	142.00
Ton-----13.00	27 Ton	149.00
Ton-----15.00	28 Ton	156.00
Ton-----18.00	29 Ton	163.00
Ton-----21.00	30 Ton	170.00

Ton-----24.00	31 Ton	177.00
Ton-----27.00	32 Ton	184.00
Ton-----30.00	33 Ton	191.00
Ton-----37.00	34 Ton	198.00
Ton-----44.00	35 Ton	205.00
Ton-----51.00	36 Ton	212.00
Ton-----58.00	37 Ton	219.00
Ton-----65.00	38 Ton	226.00
Ton-----72.00	39 Ton	233.00
Ton-----79.00	40 Ton	240.00
Ton-----86.00	41 Ton	247.00
Ton-----93.00	42 Ton	254.00
Ton-----100.00	43 Ton	261.00
Ton-----107.00	44 Ton	268.00
Ton-----114.00	45 Ton	275.00
Ton-----121.00	46 Ton	282.00
Ton-----128.00	47 Ton	289.00

A fee of \$7 is added for each additional ton.

[32-9-22](#)

Dealer's 45 Day Sold Permit

1. The dealer can issue sold permits manually.
2. Permits can be issued off of the system in conjunction with a dealer pending title, or in the case of when a vehicle is sold and the title is not available at the time or when the vehicle is sold out- of-state, the dealer can create a report of sale since there is no pending title record, which then allows a dealer to create a 45-day sold permit off the system.
3. Issuance of a 45-day permit off the system when a dealer does not have title in-hand or when a vehicle is sold requires the dealer to create a report of sale. **A DEALER CANNOT CREATE A PENDING TITLE RECORD WITHOUT HAVING TITLE IN HAND.** [32-6B-26](#); [32-6B-29](#)

Harvest Permit

A. Resident harvesters.

1. South Dakota residents engaged in custom harvesting must comply with the commercial licensing laws.
2. Residents who have their vehicles licensed commercially must display on each power unit a license sufficient to cover the total gross weight of the vehicle and its load, plus any trailer and its load. Trailers may display identification plates. South Dakota commercially licensed vehicles are not required to purchase trip permits, temporary commercial license, or harvest permits.
3. Residents who have their vehicles licensed non-commercially and wish to commercially harvest in South Dakota must purchase temporary commercial license or harvest permits. A harvest permit is required for each power unit and for each grain hauling trailer (regardless of whether the trailer displays an ID plate).
4. Non-commercially licensed custom combiners must purchase a trip permit to travel in the state unless they display temporary commercial license or harvest permits.

5. Pickups and service trucks carrying over 500 pounds of harvest equipment, tools or fuel supplies will be required to display some form of commercial license (trip permits, South Dakota commercial license, temporary commercial license, or harvest permits).
6. Passenger vehicles, mobile homes, and camper vehicles are not required to purchase trip permits or display a commercial license.
7. An operator who purchases a temporary commercial license for harvest purposes should display the temporary commercial sticker in the lower center of his windshield to allow for easier and quicker identification by law enforcement officers.
8. Farmers who are temporarily engaged in custom harvesting are treated like any other custom combiner.
9. Farmers who are harvesting their own fields are not required to purchase trip permits, temporary commercial license, or harvest permits.

B. Nonresident harvester.

1. Nonresidents engaged in the custom harvest in South Dakota must purchase harvest permits for each vehicle hauling grain. A permit is required for each power unit and for each grain hauling trailer. Harvest permits exempt nonresidents from all other South Dakota registration requirements.
2. Passenger vehicles, empty trucks and empty pick-ups pulling mobile homes or camper trailers are not required to pay additional license fees.
3. Pickups and service trucks carrying over 500 pounds of harvest equipment, tools or fuel supplies will be required to display some form of commercial license (trip permits, South Dakota commercial license plates, temporary commercial license, or a harvest permit -- collections in accordance with base plate covering that vehicle (*).
4. Trucks loaded with or pulling combines or other harvest equipment will be treated like any other loaded truck and considered according to the base license of the vehicle (*).
5. Vehicles displaying a valid harvest permit will not be required to purchase a trip permit for their travel into or through the state.

*** Prorate States -- Three axle combinations having a gross vehicle weight more than 12,000 pounds must buy trip permits or purchase a harvest permit.**

C. Custom combiners "Harvest Permit".

1. SDCL [32-9-3.1](#). Fee required of harvest vehicle -- Sticker -- Collection of Fees -Violation as misdemeanor. Any motor vehicle or trailer owned and operated by a resident or a nonresident engaged in the harvest of agriculture products may be operated upon the highways, roads, and streets of this state upon payment of a seventy-five-dollar fee. Payment of the fee shall be evidenced by a sticker provided by the division affixed in a conspicuous place on the vehicle as the division may require. The stickers, which are valid for a calendar year, shall be purchased from the county treasurer of any county through which the owner or operator may travel, an inspector at a port-of-entry, or any other agent designated by the division. All fees collected shall be handled, accounted

for, and distributed in the same manner as the other fees provided for in this chapter. Violation of this section is a Class 2 misdemeanor. A permit is required for each truck or tractor and for each grain hauling trailer.

2. Harvest permits are sold to vehicles that will be utilized to haul agricultural products or to service harvesting equipment and are available to both foreign and South Dakota licensed harvesters. (A permit is required for each truck or tractor and for each grain hauling trailer.)
3. Passenger vehicles, mobile homes, service pick-ups and camper vehicles will not be required to display a harvest permit. However, service trucks carrying harvest equipment, tools or fuel supplies will be required to display some form of commercial license (trip permits, South Dakota commercial license plates, temporary commercial license, or a harvest permit.)
4. The harvest permit must be displayed in the lower center of the windshield.
5. Harvest permits are valid only while involved in custom harvest operations during the period of January 1 through December 31 of each calendar year. The cost of each permit is \$75.
6. Harvest permits may be obtained from any county treasurer, port-of-entry, South Dakota Highway Patrol district office, Highway Patrol trooper, or any motor carrier inspector. Permits may also be obtained by sending a check or money order along with a copy of the current registration for each vehicle to be permitted to:

District Four Headquarters South Dakota Highway Patrol
500 East Capitol Avenue
Pierre, SD 57501-5070

7. Enforcement action may be taken against any carrier or custom harvester who fails to comply with South Dakota permit requirements.
8. For information on other permits that may be required (fuel, oversize, over width, etc.) the applicant should be advised to contact one of the ports-of-entry listed below:

Sisseton..... (605) 698-3925

Sioux Falls... (605) 757-6406

Tilford.....(605) 347-2671

McCook.....(605) 232-9106

[32-9-3.1](#)

Manufactured Home Permit

1. Single trip permit to move a manufactured home (county issued or dealer self-issued) is issued from the system. [At some point, the affidavit of tax paid will be issued off the system and the system will send a notice containing the information on the permit to the DOE in the country of origin, the DOE in the county of destination, and the county treasurer in the county of destination, if different than the county of origin.]

Manufacturer/Customizer and Dealer Temporary Permits

A. Violations

1. Any person found to be in violation of the permitting requirements will be denied a temporary permit for a period of one year from the date of the violation.

B. Motor vehicle manufacturer/customizer permit:

1. Any person engaged in the business of manufacturing or customizing motor vehicles may display, but not sell, any motor vehicles at an event.
 - a. The event must last 3 or more days.
 - b. The person must register with and purchase a permit from the department.
 - c. The fee for the permit is \$250 if purchased prior to the event and \$500 if purchased at or after the event.
 - d. A customized motorcycle being built for and displayed during a sponsored event (where the participants had to qualify through competition), is not required to have a permit. A permit is required if any customized motorcycle is being displayed outside the sponsored event.

C. Licensed dealer's permit:

1. Any licensed dealer may sell trailers or motorcycles at an event.
 - a. The event must last 3 or more days.
 - b. The dealer must register with and purchase a permit from the department.
 - c. The dealer must provide proof he/she is a licensed dealer in his/her own state and that his/her dealership has no outstanding dealer violations.
 - d. A permit to sell **new** trailers or motorcycles can only be issued if the trailers or motorcycles being sold are not franchised in this state.
 - e. The fee for the dealer permit is \$250 if purchased prior to the event or \$500 if purchased at or after the event.

(1) A permit may be obtained to display a trailer at an event regardless of whether there is a franchise in this state.

A. The fee for the permit is \$250 if purchased prior to the event or \$500 if purchased at or after the permit.

D. License boat and boat trailer dealer permit:

1. The event must last 2 or more days and must be an organized sponsored event with no less than 3 licensed boat dealers displaying boats.
2. The dealer must register with and purchase a permit from the department at least 5 days before the event.
 - a. The fee for a boat and boat trailer dealer permit is

\$200. E. Out-of-state dealer auction permit:

1. An out-of-state dealer may sell a vehicle that is at least 20 years old or more or a motorcycle that is at least 30 years old that is titled in the dealer's name (out -of-state title) at public auction if the dealer purchases a permit from DMV.

The dealer must provide proof that the dealership is in good standing in the dealer's home state and has no outstanding dealer violations.

The permit fee is \$250 if purchased before the auction and \$500 if purchased at or after the auction. A dealer in violation shall be denied a temporary permit for a period of one year from the date of the violation.

[32-6B-5.1](#)

Non-resident Off road permit

- A. An off-road decal may be purchased, online with the State or at a County Treasurer's office, for any out-of-state resident bringing into this state an off-road vehicle. The permit is valid for one year.
 1. Proof of ownership (a bill of sale, title or assigned title) must be presented. If the applicant is from a state that does not title or register an offroad vehicle, an affidavit attesting to this fact and attesting to the ownership of the off-road vehicle is acceptable along with proof of insurance.
 2. One decal is issued and must be attached to the rear of the off-road vehicle in a location easily visible for inspection by any peace officer.
 3. The out-of-state applicant must complete the Non-Resident Off-Road Vehicle Application form attesting that the vehicle meets the equipment criteria.
 4. Only out-of-state residents can apply for these permits so the applicant must furnish proof of a valid driver's license and a copy of their Social Security number (SSN).

SDCL [32-5-107](#), [32-20-13](#)

Plate Ordered Permit

1. This permit allows the operation of a vehicle during the time between application for special plates and the arrival of new plates.
2. The permit is valid for 45 days or until the plates arrive, whichever occurs first.
3. When application is made for a plate ordered permit, the system will check for suspensions (financial responsibility), title record status (title only, junking certificate, parts only, junk, surrendered out-of-state, offroad, interstate or suspended) and plate type, A (noncommercial), L (motor home), G (gross weight), M (motorcycle).

The system will not issue the plates unless the vehicle that the plates will be attached to is titled in the applicant's name or is a pending title in the name of the permit applicant.

Portable Physically Disabled Person's Parking Permit

- A. Application for portable physically disabled person's parking permit.

1. This permit is to be used only when transporting a physically disabled individual and the use of a designated physically disabled person's parking facility is necessary. Unlawful use of this permit by anyone not authorized to use physically disabled person's parking facilities is guilty of a Class 2 misdemeanor and such use may result in revocation of the permit by the Secretary of Revenue.

- a. If an applicant is no longer a person with a physical disability or is deceased, or if the applicant no longer transports persons with physical disabilities, the permit must be surrendered within 30 days to the county treasurer of the applicant's residence.

2. The applicant must properly complete an Application for Portable Physically Disabled Person's Parking Permit and have it validated by a physician. The application is filed with the county treasurer of the applicant's residence.

3. It is a Class 1 misdemeanor to submit a false or fraudulent application or to alter a portable permit.

B. The plastic portable permit must be displayed while the vehicle used for transporting the physically disabled person is parked. The permit must be visible through the front windshield of the vehicle.

1. Failure to properly display or the illegal use of any portable parking permit may result in enforcement action.

C. All portable physically disabled person's parking permits shall contain an expiration date. The expiration date may not exceed five years.

1. A temporary permit will be construed as a permit expiring within 12 months or less of the issuance date. A permanent permit will be construed as a permit issued for a period of more than 12 months, not to exceed five years. The only distinguishing feature between the temporary permit and the permanent permit is that the expiration date on the permanent permit is denoted in black ink and the expiration date on the temporary permit is denoted in red ink.

2. It is the applicant's responsibility to obtain a new permit prior to its expiration. A new and renewal permit application must be completed. If the applicant's condition is certified as permanent by the certifying doctor on the initial application, the doctor's certification section on the renewal application does not have to be completed. The renewal application will be processed the same way as was the original application.

D. Vehicles owned by certain nonprofit organizations, licensed hospitals, retirements homes, educational institutions that have under their care or responsibility physically disabled persons, and nursing facilities licensed pursuant to chapter 34-12 (regulation of hospitals and related institutions) may obtain portable physically disabled person's parking permits.

1. These organizations can obtain one permit for each vehicle used to transport physically disabled persons.

2. The permits are only for the loading and unloading of physically disabled persons. Vehicles cannot be parked in a physically disabled person's parking facility.

3. Permits must contain an expiration date and must be renewed with the county treasurer.

E. Violations

1. The court shall assess a fine of not less than \$100 if the parking space is marked in accordance with the Americans with Disabilities Act Accessibility Guidelines, as of January 1, 2002, when any person, other than the physically disabled person to whom it was issued uses a physically disabled person's parking permit for the purpose of parking; when a person who is not a person with a physical disability exercises the privileges granted to a person with a physical disability; when the owner of any vehicle not displaying a permit or special plate parks or stops in a parking space, or blocks a parking space on public or private property designated as reserved for a person with a physical disability; when an owner of a vehicle parks, stops, or stands in an access isle or lane immediately adjacent to reserved parking spaces or in front of a ramp or curb-cut in such a manner that blocks access to a person with a disability who uses a wheel chair.
2. The police of any municipality or any other political subdivision are requested to report all violations of special license plates or permits to the Division of Motor Vehicles, who in turn, must revoke the privilege of displaying plates or permits that are improperly used.
3. Each designated parking space must state the penalties for illegal use of the parking space. This only applies to a new sign or a sign that replaces an existing sign after July 1, 2002.

F. Parking Spaces for Physically Disabled Persons

1. Each municipality shall, by ordinance designate special parking spaces that are accessible to and usable by persons with physical disabilities.
2. A municipality may, by ordinance, designate spaces that are only for use by a person using a wheel chair. [32-5-76.1](#); [32-5-76.2](#); [32-5-76.3](#)

Seller's Permit

1. A private seller must obtain a temporary license permit that allows a buyer to drive during the interval between purchase and registration/title.
2. Duration of the permit is 45 days.
3. A new purchaser of a vehicle through a private individual sale can obtain a 5–15-day permit for a fee of \$1 per day if extended time is needed beyond the 45-day seller's permit.
4. No fee is charged for the permit since registration fees are assessed from the date of sale.
5. If a second permit is requested (same owner/vehicle combination), justification is required.
6. The system will check for suspensions and title record status.
7. Failure of a seller to provide the permit to a purchaser upon sale of a vehicle is a class 2 misdemeanor.
8. A seller can obtain a seller's permit on-line at SDcars.org
9. A seller's permit cannot be issued for a boat or a snowmobile. [32-5-2.9](#)

Temporary Commercial Licensing Permit

A. A temporary commercial license permit may be sold to a South Dakota resident or an out-of-state resident.

1. The vehicle must display some other form of current license, which is valid through the life of the temporary commercial permit.
 - a. Some other form of current license may be a noncommercial license plate or a 30-day "sold" dealer paper plate. If a 30-day dealer paper plate is used, however, keep in mind that the temporary commercial permit is only valid if the dealer plate is valid.
2. The temporary commercial permit may be sold in 30-day increments (30, 60, 90, 120, etc.) for up to one year. There is no limit on the number of temporary commercial license permits that can be sold. An applicant is required to file the federal heavy vehicle use tax and provide proof of the filing by providing DMV with a copy of the IRS verified form for the licensing period (please indicate on the proof of filing that it was in connection with the issuance of a temporary commercial permit).
3. A temporary commercial license permit may be used to temporarily increase the tonnage on a commercial licensed vehicle.
 - a. The permit fee is assessed according to the 30-day permit fee schedule. Remember the total permit fee is charged, not the difference resulting from the increased tonnage. [32-5-8.3](#)

Temporary Registration Permit

1. Free temporary registration permits, that can be completed by the county treasurer, will be available for emergency situations when the system is not working. (Under most circumstances, the permit is issued for a five-day period.)
 - a. A title or bill of sale must be available for inspection. [32-5-107](#)

Refunds

Commercial Bus

Application for commercial bus plate requires that a commercial vehicle registration be completed for each bus.

1. The gross maximum weight on a commercial bus will be calculated by using the largest gross maximum weight the unit will haul, plus the weight of the bus.

B. Determination of fees is made from the appropriate gross weight on the commercial fee schedule.

C. Commercial License Plate with Owner.

1. If discontinuing use of a commercial license, the plates can be turned in for a refund of the remaining months on the license plates.

If a commercial vehicle is sold or transferred, the commercial plates must be removed and can be attached to a newly acquired vehicle, upon registration of the newly acquired vehicle through the county treasurer. Credit is given for any remaining months on the plates at the time the county registers the vehicle. If the plates expire prior to the attachment, the plates are no longer valid and cannot be used. [32-9-3.5](#)

Commercial License

A. Commercial License (plate with owner)

1. If discontinuing use of a commercial license, the plates can be turned in for a refund of the remaining months on the license plates.
2. If a commercial vehicle is sold or transferred, the commercial plates must be removed and can be attached to a newly acquired vehicle when registration of the newly acquired vehicle through the county treasurer is complete.
 - a. Credit is given for any remaining months on the plates at the time the county registers the vehicle.
 - b. If the plates expire prior to the attachment, the plates are no longer valid and cannot be used.
3. In the event tonnage is being lowered, no refund is given.
 - a. The applicant can either retain the current plates with the higher tonnage until the new licensing period (within 3 months of expiration) and then lower the tonnage, or, if so desired, the applicant can return the license plates and a new set of plates can be issued with the lower tonnage.

Inform applicant that a copy of the registration must be placed in the power unit, to be always carried and exhibited upon demand of any law enforcement official. [32-9](#)

Commercial Motor Vehicles

32-9-1.

Definitions. Terms used in this chapter mean:

- (1) "Compensation," the charge imposed upon motor carriers in consideration of the unusual use of the public highways in this state by such motor carriers.
- (2) "Compensation certificate," the certificate issued upon application by a motor carrier, as defined in §§ 32-9-2 and 32-9-3, showing authority to use and payment of compensation for the unusual use of the highways by the one to whom issued.
- (3) "Commercial motor vehicle," any motor vehicle used or maintained for the transportation of persons or property for hire, compensation or profit or designed, used, or maintained primarily for the transportation of property, and not specifically excluded under § 32-9-3.
- (4) "Department," Department of Revenue.

- (5) "For hire," for remuneration of any kind, paid or promised, either directly or indirectly, for the transportation of persons or property. An occasional accommodative transportation service by a person not in the transportation business while on an errand for himself, is not a service for hire, even though the person transported shares in the cost or pays for the service.
- (6) "Gross weight," the total weight of the chassis, body, equipment, and maximum load of each motor vehicle, trailer, or semitrailer as fixed by the applicant for a compensation certificate.
- (7) "Motor vehicle," all vehicles or machines propelled by any power other than muscular used upon the public highways for the transportation of persons or property or both. The term does not include an electric bicycle as defined in § 32-20B-9.
- (8) "Private business use," the transportation of persons or property for hire, compensation, profit, or remuneration of any kind, or the transportation of any property of a business venture not specifically excluded under § 32-9-3.
- (9) "Public highway," every street, alley, public road, public thoroughfare, or highway in this state.
- (10) "Secretary," secretary of revenue.
- (11) "Semitrailer," any vehicle of the trailer type, equipped with a kingpin assembly, designed, and used in conjunction with a fifth wheel connecting device on a motor vehicle and constructed so that some part of its weight and that of its load rests upon or is carried by another vehicle.
- (12) "Trailer," every vehicle without motive power designed to carry property or persons wholly on its own structure and to be drawn by a motor vehicle.

From http://sdlegislature.gov/Statutes/Codified_Laws/DisplayStatute.aspx?Type=Statute&Statute=32-9-1

A commercial trailer unit will only be required to display commercial trailer identification plates.

1. This will be the only license identification required on a commercial trailer. The \$10 fee is a one-time only fee if the trailer is owned by the applicants.
 2. In the event the trailer plate is lost, a new plate is issued. The applicant is not required to complete a duplicate plate affidavit. A \$10 fee is assessed.
- B. In the event of ownership transfer, the new owner must make application in his name for a new trailer identification plate.
- C. A trailer bearing a commercial identification plate may be towed behind any commercial power unit.
- D. A commercial power unit may tow any legally licensed trailing unit if the proper weight fees have already been paid on said power unit.
1. A noncommercial declared gross weighted unit may pull any trailer bearing a commercial trailer identification plate.

E. **There is no refund or credit provision for a commercial trailer plate.**

[32-9-8.1](#)

Commercial Vehicles

A. Payment of the annual commercial motor vehicle fee must be made before beginning an operation. License renewal is done under a staggered licensing system.

1. All address information should be properly recorded on the commercial registration.
2. The South Dakota driver's license or social security number of each applicant must be given. In the case of a company, the FEIN is required. If the company is a sole proprietorship, the owner's social security number or driver's license number may be used.
3. The county treasurer will fill out a commercial registration for each unit using commercial license plates.
4. All information concerning the motor vehicle must be correct and included on the commercial registration.

The county treasurer may assess a mailing fee for the mailing of commercial license plates and for the mailing of stickers. If the applicant requests the plates/stickers be express mailed, the applicant must pay any costs for the service.

[32-9](#)

Commercial Vehicle Tonnage Decals

1. Any vehicle registered to haul more than 27 tons by license or permit is required to file the IRS 2290 schedule 1 and provide proof of the filing by providing a copy of the IRS verified form for the licensing period. Twenty-eight ton and over stickers are issued directly from the Division of Motor Vehicles to individuals when all applicable laws are complied with.
 - a. Proof of federal heavy vehicle use tax must be furnished.
 - (1) Form #2290 Schedule 1 stamped received by IRS.
 - (2) Form #2290 Schedule 1, plus copy of canceled check.
 - b. Vehicles exempt from federal heavy vehicle use tax must also send in the Form #2290 Schedule 1 and have it stamped received by the IRS.
2. The county treasurer will attach to the daily printout of vehicles registered by the county at a tonnage of 28 ton or over, the taxpayer statement notification concerning payment of the federal heavy vehicle use tax form (DMV-HVUT), which is to be completed on all vehicles licensed at 28 ton or over, in which proof of payment of the tax is not available at the time of registration. If proof is available at the time of registration, the county treasurer shall attach the proof of payment of the heavy vehicle use tax (IRS forms) along with a copy of the vehicle registration. If proof of payment is not available at time of registration, the applicant has 30 days in which he can operate the vehicle without displaying the tonnage decals.
 - a. Contact for Federal Excise Tax information and form 2290-Heavy Vehicle Use Tax: 1-866-699-4096, Cincinnati Service Center.
3. Status categories in the HVUT queue:

1. R – Requested or Registered (indicates the vehicle has been registered at a qualifying weight but nothing has been received and tonnage decals have not been issued.
2. WP – Waiting Proof (indicates we received the HVUT form claiming filing of the 2290 and have verified proof for the previous years but still waiting for proof of filing with a copy of the IRS verified form for the current licensing period for the correct vehicle. Tonnage decals have been issued.
3. Category Z and Newly Purchased Vehicles (if a vehicle is purchased within 60 days of a qualifying HVUT registration, tonnage decals will be mailed without proof of filing; however, the 2290 is still required to be filed. A code of Category Z means that proof of HVUT has not been received. Once the proof is received, the code will be changed.
4. V – Verified (indicates verification that the tonnage decals have been issued.
5. Common Problems
 - a. The form provided is either not stamped as verified by the IRS, the form is not for the correct vehicle or it is for the wrong filing period, or the VIN is incorrect and the name on the form does not match the titled owner. [32-9](#)

Exceptions From Commercial Vehicles

- A. The following do not come within the definition of "motor carriers" or "commercial vehicles" when used in intrastate operations.
 1. A motor vehicle registered in South Dakota used to carry private business property of five hundred pounds or less.
 2. A motor vehicle chassis registered in South Dakota on which is mounted a corn sheller, grain cleaner, feed grinder, grain and alfalfa feed mixing machine, haystack mover, sawmill, water well drilling equipment, power shovel, ditch digger, mobile crane which exceeds the maximum size or weight limits prescribed by chapter [32-22](#), drag line, posthole auger, and which is not used for demonstration or display purposes outside the limits of a municipality, or a truck tractor and trailer carrying permanently mounted hay grinding equipment.
 3. Any motor vehicle registered in South Dakota used for the transportation of liquid or solid livestock waste (Including trailers and equipment used to load liquid or solid livestock waste) and any vehicle registered in South Dakota used for the application, distribution, spraying or transportation from retail business to user of dry, liquid, or anhydrous ammonia fertilizers or agricultural chemicals.

4. A motor vehicle registered in South Dakota of less than thirty thousand pounds gross weight owned by a merchant licensed under Chapter [10-45](#) or his commissioned paid employee and used to transport the merchant's previously sold merchandise to a purchaser outside the limits of a municipality and to return exchanged property or to transport fuels to a purchaser within a municipality or an unincorporated town which is without such service.
5. A motor vehicle registered in South Dakota owned by a farmer of this state and used by or for the farmer to transport property for his farming operation, to transport farm property from farm to farm or from a community or market to his farm or from his farm to a community or market, to transport livestock in a vehicle that is registered at 26,000 pounds or less and when hauling for no monetary compensation or to transport farm property when the vehicles are used as reimbursement in the ordinary exchange of farm work if the provisions of § 49-28-8.2 are met.
6. A motor vehicle registered in South Dakota operated by or for its owner and exclusively used to transport products originating in or produced from logging or mining operations or lumber milling waste products if such products are produced or owned by the motor vehicle owner.
7. Except as provided in § [32-9-3.3](#), any motor vehicle, trailer, semitrailer, motor propelled or trailed vehicle chassis registered in South Dakota, which is used for highway construction or for the construction of stock water dugouts, dams, farm and ranch irrigation systems or other soil and water conservation projects on farms and ranches and used exclusively on the job site. Such equipment may be moved between job sites or from job site to a central location.
8. A motor vehicle used principally for providing prearranged transportation of persons to or from their place of employment and is operated by a person who does not drive the vehicle for his principal occupation but is driving it only to or from his principal place of employment or for personal use as permitted by the owner of the vehicle.
9. A school bus, owned by a school district, when rented by or its use has been granted to a nonprofit club, group, organization, fraternal society, association, or corporation for use pursuant to subdivision (1) or (8) of § 49-28-2
A motor vehicle that is not for hire and is operated solely for educational purposes by a student or an instructor as part of a heavy motor vehicle or heavy equipment operator's course offered by a nonprofit postsecondary institution located in the state.
10. A motor vehicle used for personal purposes and not operated for private business.
11. A motor vehicle used for recreational purposes and not operated for private business use.
12. A motor vehicle, semitrailer, motor propelled or trailed vehicle chassis, registered in South Dakota and used to move equipment involved in soil and water conservation projects or township road work when operated between job sites or from a job site to a central location or point of repair.
13. Any motor vehicle used by an implement dealer to transport farm machinery to and from a county fair or the state fair.

14. A motor vehicle, other than a motor vehicle which carries inventory replacement vehicles entirely upon its own structure, owned by a licensed motor vehicle dealer and used to transport inventory replacement vehicles to the dealer's principal place of business.
15. Any motor vehicle, with a seating capacity of 16 or more persons, including the driver, used as a motor bus in the transportation of persons for hire within the corporate limits of any city or town.

The specialized equipment mounted on a motor vehicle chassis listed in #3 to #6, inclusive, is included in the vehicle weight used to determine license fees under the noncommercial fee schedule. A violation of the section is a Class 2 misdemeanor. [32-9](#)

Noncommercial Vehicle

- A. A refund can be authorized to the owner of a motor vehicle for any overpayment (vehicle age and weight correction), or for any license fee paid in error, past or future, paid by the owner.
 1. Supporting documentation: noncommercial license refund affidavit form and the unused registration with decals still attached.
 2. The refund is paid out of the motor vehicle fees collected by the county.
 - a. Application for the refund of overpayment must be made within one year from the date the license fee was paid.
 - b. Application for refund of payment made in error but be made within ninety days from the date the license fee was paid.
 3. The refund is granted to the person to whom the vehicle is currently registered. The title must be in the name of the individual applying for refund, not just assigned on the reverse side.
- B. The county treasurer is authorized to make a refund based on the documentation.
- C. If an applicant wants to lower the tonnage on a noncommercial declared gross weighted vehicle, no refund is given. The applicant can either retain the current plates with the higher tonnage until the new licensing period and then lower the tonnage or, if so desired, the applicant can return the license plates and a new set of plates with the lower tonnage will be issued.
- D. If an applicant wants to change the license on a vehicle from noncommercial to commercial, the applicant can surrender the noncommercial license plates and receive a credit for the remaining months (to zero) toward the commercial plates or the owner has the option of removing the valid noncommercial license plates and retaining them for transfer to a newly acquired vehicle upon registration of the newly acquired vehicle through the county treasurer (credit will then be given for the remaining months left on the plate at time of attachment).
- E. If an applicant was unable to obtain a bill of sale prior to making application and was assessed motor vehicle excise tax on the book value, later obtains the bill of sale, a refund for the overpayment of the excise tax will be authorized if the request is made within one year from the date of the original application. **No refund will be granted on requests made after one year from the date of application.** [32-5-24](#)

Transporter License Plates

A. Any commercial motor carrier located in the state that is hauling a new trailer with an MSO or title and who has registered with the Division of Motor Vehicles as a transporter may use a transporter plate on the streets and highways for in-transit purposes.

1. The transporter must complete and submit a Transporter Registration form.
2. The registration is submitted to the Motor Vehicle Division.
3. The annual fee for a transporter plate is \$50.
4. The owner can move the plate from one trailer to another.
5. Any new trailer with a transporter plate can be used to haul other new trailers.

A transporter plate can't be used to transport mobile/manufactured homes.

[32-9-57.1](#)

Chapter 32-3 Title Registration, Liens, and Transfers

TITLE REGISTRATION, LIENS, AND TRANSFERS

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- [32-3-26](#) Time for filing application for certificate--Vehicles in dealer's stock.
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TITLE, REGISTRATION AND TAXATION OF BOATS

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Chapter 32-36 Abandoned, Derelict and Junk Motor Vehicles and Scrap Metals

ABANDONED, DERELICT AND JUNK MOTOR VEHICLES AND SCRAP METALS

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Boats

A. Boat titling

1. Boats over 12 feet in length or motorboats (includes electric) of any length, which are purchased or acquired by residents of this state, are required to be titled at time of registration, except canoes, inflatable vessels, kayaks, sailboards, and seaplanes.
2. An owner of a boat over 12 feet in length or a motorboat of any length not subject to titling requirements (boats over 12 feet, purchased or acquired prior to July 1, 1992) **may** apply to the county treasurer for a title.
 - a. An owner of a boat 12' in length that was titled previously to July 1, 1994, will no longer be allowed to title the boat. The record on these boats must be converted from a title record to a registration record in the new owner's name. The certificate of title should be surrendered, if available, for cancellation.
3. Application for boat title is made to the county treasurer of the owner's residence.
 - a. The owner is required to apply for title within 45 days of acquisition.
 - b. The applicant shall submit the MCO, title or other ownership document along with an application for title, bill of sale, and appropriate fees.
 - c. The South Dakota driver's license or social security number of each purchaser must be given. In the case of a company, the FEIN is required. If the company is a sole proprietorship, the owner's South Dakota driver's license number or social security number may be used.
4. Effective July 1, 2004, to July 1, 2015, damage disclosure is required on large boats (boats over 12 feet in length and motorized boats, except canoes, inflatable boats, kayaks, sailboards, and seaplanes) that are 6 years old or less with damage more than \$5,000 (see Damage Disclosure Section for additional information).

B. Exemptions from boat titling (boats that cannot be titled).

1. Non-motorized boats 12 feet and under in length.
2. Canoes, inflatable vessels, kayaks, sailboards, and seaplanes. C. Liens.
 1. If a lien is noted on the certificate of title, there will be an electronic record created and no title will be printed.
 2. Notation of lien:
 - a. To note a lien on a paper certificate of title, a copy of the security agreement and a lien notation fee must be presented to the county treasurer of the applicant's county of residence.
 4. Cancellation of lien:
 - a. To release a lien on a certificate of title, a lien release must be presented to the county treasurer of any county or released electronically by the lender.

D. Boat licensing.

1. No person may operate or give permission to operate a boat over 12 feet long or a motorboat of any length on the public waters of South Dakota unless that boat is numbered in accordance with South Dakota law, applicable federal law, or with a federally approved numbering system of another state.
 - a. A non-motorized boat 18 feet and under in length is exempt from having to display *boat numbers*.
 - b. A non-motorized boat over 12 feet in length and a motorboat of any length, however, *must be registered and display a registration validation decal*.
2. Boat decals expire on the last day of the month of the year for which they were issued. Boats are registered under the staggered registration system.

E. Exemptions from boat licensing and numbering.

1. A non-motorized boat 12 feet and under in length. F. Exemptions from boat numbering.
 1. A boat covered by a number still in effect which was awarded pursuant to federal law or a federally approved numbering system of another state, and the boat has neither been in this state for more than 60 consecutive days during any calendar year or been subject to a contract for berth for a period of more than 60 consecutive days during any calendar year in marina facilities located within this state.
 2. A boat from a country other than the United States, temporarily using the waters of this state.
 3. A boat whose owner is the United States, a state, or subdivision thereof.
 4. A racing boat competing in a regatta or boat race approved by the Game, Fish, and Parks Commission or operating during a period not to exceed 48 hours immediately preceding the race and the remainder of the race day.
 5. A non-motorized boat 18 feet and under in length. G. Applicant for South Dakota boat registration receives.
 1. Boat number: Applicant is responsible for permanently affixing this number to the boat.
 - a. The owner must permanently and securely display the numbers on each side of the forward part of the boat so that the numbers displayed must be not less than three inches in height. They must be in plain block design and in a color that contrasts with the color of the boat. Properly displayed numbers will read from left to right. A space equal to one letter or number must be left between the letters "SD" and the group of three letters. Another space equal to one letter or number must be left between the group of three numbers and the final group of two letters. The only numbers that may appear on the forward part of the boat are the valid numbers assigned to the boat. The numbers must be clearly visible and readable at 100 feet when the vessel is in the water.
 - b. Non-motorized boats, 18 feet and under in length, are not required to display the three-inch boat number on the sides of the boat. Includes all non-motorized boats.
 - i. Although the "SD" number does not have to be affixed to a non-motorized boat 18 feet and under in length, the boat number is still assigned so that there is a tracking mechanism on the computer system.
 - ii. The owner is still required to license a non-motorized boat over 12 feet in length and must display the annual or three-year license on the boat.

2. Annual boat validation decals.

- a. Decals must be mounted on both sides of the boat, adjacent to and in line with the boat number.

3. Boat registration.

- a. Registration must be kept in the boat.

4. Temporary permits.

- a. Temporary boat permits are available. The permit is issued by the county treasurer upon presentation of the title or (if no title issued) other ownership document or bill of sale. The permit can be purchased for five to fifteen days for a fee of \$1 per day.
- b. A boat owned or operated by a person who is participating in a fishing tournament permitted by the Department of Game, Fish and Parks is not required to be numbered, provided the boat has been issued a temporary boat license by the Department of Game, Fish and Parks. The temporary permit is valid in South Dakota for a period of 10 consecutive days. The fee for the permit is \$50.
- c. There is no seller's permit for a boat.

H. Registration of a new or used boat purchased from a dealer (instate or out-of-state).

1. Ownership documents required.

- a. MSO and dealer invoice or purchase agreement (if the dealer price certification has not been completed on the application on new boats).
- b. Title (or other ownership document if title not previously issued) and bill of sale (boat dealer allowed to certify purchase price on application).

2. The applicant will be required to complete a boat application (MV-607).

3. The South Dakota driver's license or social security number of each purchaser must be given. In the case of a company, the FEIN is required. If the company is a sole proprietorship, the owner's South Dakota driver's license number or social security number may be used.

4. Payment of applicable fees.

I. Registration of boat previously registered in another state.

1. Ownership documents required.

- a. Previous state's registration, if available (affidavit of facts if not available) or ownership document.

2. The applicant is required to complete a boat title and registration application (MV-607).

3. The South Dakota driver's license or social security number of each purchaser must be given.

4. Payment of applicable fees.

J. Registration of used boat not purchased from a dealer (instate or out-of-state).

1. Ownership documents required.
 - a. Title (if previously issued) and bill of sale.
2. The applicant is required to complete a boat application (MV-607).
3. Payment of applicable fees.

k. United States Coast Guard Registered Boats.

1. An owner whose boat is registered and documented in accordance with United States Coast Guard regulations is not required to display a South Dakota boat number; nor obtain a title.
2. A boat registered with the Coast Guard that is used on the waters of this state must be registered with the county treasurer and display South Dakota boat decals.
 - a. The boat is not required to display an "SD" boat number.
 - b. A title is not issued.
3. Interstate Registration.
 - a. An interstate title will not be issued. The registration record will indicate "interstate."
 - b. These boats are subject to 3% excise tax. Application for registration of US Coast Guard documented boats are subject to the 3% excise tax in-lieu-of sales or use tax. All statutes (purchase price defined, exemptions, etc.) applicable to assessment of 3% excise tax on large boats apply to documented boats (see section "R" below).

L. Boat license refunds.

1. There is no provision for a refund of a boat license fee. M. Boat serial (hull) identification number.
 1. A serial number (hull) identification number is required on any boat whose construction began after October 31, 1972, on any boat that is required to be titled that does not have a hull identification number, and on homebuilt boats.
 - a. A serial number (hull) identification number is not required on a boat 1972 and older that is not titled but is required to be licensed.
 2. The county treasurer shall assign a serial number on boats required to have a serial number.
 - a. An affidavit (DMV:400) for permission for special hull identification number is required.
 - b. The number must be permanently affixed to the outboard side of the transom or, if there is no transom, to the outermost starboard side at the end of the hull that bears the rudder or other steering mechanism, above the waterline of the boat or device in such a way that alteration, removal, or replacement is obvious and evident.

- c. The county treasurer may assign a serial number to a boat constructed before 1972. N. Tax.
1. Excise tax is assessed on large boats (over 12 feet in length or a motorboat of any length, except canoes, inflatable vessels, kayaks, sailboards, and seaplanes) purchased or acquired, unless otherwise exempted.
 - a. See section entitled, "3% Excise Tax Exemptions".
 - b. See section entitled, "Definitions of Purchase Price for Assessment of Excise Tax".
 - O. Boats that are exempt from 3% excise tax may be subject to sales tax.
 1. Proof of tax paid required on boats purchased from out-of-state dealers and boats previously registered in another state. Does not include casual sales which are sales between individuals.
 - a. if the applicant has owned the boat for less than three years, proof of tax paid by the applicant will be required.
 - b. If the applicant has owned the boat for three years or more, no proof of tax paid will be required.
 - c. If proof of tax paid cannot be furnished, the county treasurer will assess taxes on NADA Value or purchase price on Bill of Sale. [32-3A](#)

Low Speed Vehicles

- A. A low-speed vehicle is a 4-wheeled motor vehicle whose speed attainable in one mile is more than 20 miles per hour and not more than 25 miles per hour on a paved level surface.
- B. A low-speed vehicle may not be operated on any highway where the speed limit is more than 35 miles per hour.
 1. Local government may adopt more stringent local ordinances governing low-speed vehicle operation.
- C. Other requirements that a low-speed vehicle must meet:
 1. Each low-speed vehicle shall be equipped with: headlamps, front and rear turn signal lamps, tail lamps, stop lamps, reflex reflectors (one red on each side as far to the rear as practicable, and one red on the rear); exterior mirror mounted on the driver's side of the vehicle and either an exterior mirror mounted on the passenger's side of the vehicle or an interior mirror; a parking brake; a windshield that conforms to the federal motor vehicle safety standard on glazing materials (49CFR571.205); a conforming VIN (part 565 Vehicle Identification Number); a type 1 or type 2 seat belt assembly conforming to § 571.209, Federal Motor Vehicle Safety Standard No. 209, seat belt assemblies, installed at each designated seating position.
- D. The MSO/MCO or vehicle title must clearly identify the vehicle as a low-speed vehicle.
 1. If the title does not clearly designate the vehicle as a low-speed vehicle, a low-speed vehicle affidavit must be completed.
 2. The department may not issue a vehicle identification number to any homemade low-speed vehicle or retrofitted golf cart, as these vehicles do not qualify as low-speed vehicles.

E. A low-speed vehicle must be titled and licensed (noncommercial vehicle fee schedule). 1. A license plate designating the vehicle as a low-speed vehicle is issued.

2. The applicant must possess a valid driver's license.
3. A vehicle is subject to 4% motor vehicle excise tax.

A person engaged in the retail sale of low-speed vehicles must be licensed as a vehicle dealer or used vehicle dealer. F. A low speed vehicle is exempt from the odometer disclosure. [32-3-1](#); [32-3-71](#); [32-5-152](#); [32-5-5](#)

Boat 3% Excise Tax Exemption Codes

1. Any large boat which is the property of the governmental units which are exempted from motor vehicle registration fees by § [32-5-42](#).
2. Any large boat acquired by inheritance from or bequest of a decedent.
3. Any large boat previously titled or licensed jointly in the names of two or more persons and subsequently transferred without consideration to one or more of such persons.

Any large boat transferred without consideration between spouses, between a parent and child, and between siblings.

EXEMPTIONS 5 THROUGH 11 MUST ALREADY BE SOUTH DAKOTA TITLED VEHICLES TO QUALIFY

4. Any large boat transferred pursuant to any mergers or consolidation of corporations or LLCs or plans of reorganization by which substantially all the assets of a corporation or LLC are transferred.
5. Any large boat transferred by a subsidiary corporation or LLC to its parent corporation or LLC.
6. Any large boat transferred between an individual and a corporation or LLC if the individual and the owner of most of the capital stock of the corporation or LLC are one and the same.
7. Any large boat transferred between a corporation or LLC and its stockholders or creditors when to effectuate a dissolution of the corporation or LLC.
8. Any large boat transferred between an individual and a limited or general partnership if the individual and the owner of the majority interest in the partnership are one and the same person.
9. Any large boat transferred to affect a sale of all or substantially all the assets of the business entity.
10. Any large boat transferred between corporations or LLCs, both subsidiary and non-subsiary, if the individuals who hold most of the stock in the first corporation or LLC also hold most of the stock in the second corporation; but these individuals need not hold the same ratio of stock in both corporations and LLCs.
11. Any large boat acquired by a secured party or lienholder in satisfaction of a debt.

14. Any large boat sold or transferred which is eleven or more model years old and which is sold or transferred for \$2,500 or less before trade-in.
18. Any large boat transferred by a trustor to his trustee or from a trustee to a beneficiary of a trust.
42. Dealer titles (optional licensing) a boat and does not pay 3% excise tax.
84. Any damaged large boat transferred to an insurance company in the settlement of an insurance claim.
95. Title only (large boat) in which no tax is being paid because the large boat will not be used on the waters of this state or any other state.
97. Any large boat owned by a former resident of this state who returns to the state and who had previously paid excise tax to this state on the large boat as evidenced within the department's records or by submission of other acceptable proof of payment of such tax.
98. Applies when an even trade takes place, or trade-down takes place. Prices must be substantiated w Applicant surrenders out-of-state title in applicant's name from a state that has an equal and similar tax for a South Dakota title; reciprocity granted.
99. Applicant surrenders out-of-state title in applicant's name from a state that has an equal and similar tax for a South Dakota title; reciprocity granted.

PLEASE NOTE: If an asterisk appears before the figure given in the tax amount section on the certificate of title, this indicates that it is an exemption code. If the asterisk does not appear, the figure is the amount of tax paid.

[32-3A-52](#); [32-5-42](#)

Damage Disclosure Statement

- A. Salvage Title (Effective July 1, 2015)
 1. The use of Damage Disclosures has been repealed, effective July 1, 2015.
 2. Damage Disclosures will remain noted on titles issued before July 1, 2015.
 3. Upon Written request and a fee, the South Dakota Motor Vehicle Division will provide a vehicle title history.
- B. For any vehicle with a salvage title or damage noted on the title, a dealer must place a notice in plain view in the window of the car.
 1. The notice must be printed on white NCR paper, measuring 4" x 6". The original is to be retained by the dealer and the copy is given to the purchaser.
 2. The information must be printed in 12-point (minimum) Universe - **bold** - CAPITAL LETTERS.
 3. The notice must be posted on the inside of a side window with the front of the form facing the outside, or in the case of a large boat on the front window.

4. The dealer is responsible for keeping the notice always posted that a vehicle/large boat is available for sale to consumers.
5. At the time of sale of the vehicle/large boat, the dealer must remove the notice and must have the purchaser sign and date it. The dealer must retain the signed notice, along with copies of the title document, for 5 years from the date of sale.
6. If a dealer fails to display a damage disclosure notice (disclosure must be signed by the purchaser at the time of sale), the purchaser may return the motor vehicle/large boat to the dealer within 10 days after receiving the title and receive a full refund.

C. Certificates of title issued on motor vehicles/large boats in which damage has been disclosed shall reflect this information on the front of the title.

1. Vehicles/large boats coming into the state in which a salvage title or similar brand, or a brand denoting damage was issued by another state, on a qualifying vehicle/large boat, shall be issued a South Dakota salvage title or a title reflecting damage information. [32-3-51.18](#); [32-3A-38.6](#); [32-3-51.5](#); [32-3-51.22](#)

Excise Tax

A. Motor vehicles

1. In addition to all other license and registration fees for the use of the highways, a person must pay an excise tax at the rate of **4%** on the purchase price of any motor vehicle purchased or acquired for use on the streets and highways of South Dakota and required to be registered under the laws of this state. [32-5B-1](#)
 - a. This tax is place of any tax collected on the sales of such vehicles.
 - b. Failure to pay the full amount of excise tax is a Class 1 misdemeanor.

B. Boats

1. In addition to all other fees, a person must pay an excise tax at the rate of **3%** on the purchase price of any large boat purchased or acquired for use on the waters of this state and required to be registered under the laws of this state.
 - a. This tax is in place of any tax charged by chapters [10-45](#) and [10-46](#) on the sales of such large boats.
 - b. Failure to pay the full amount of excise tax is a Class 1 misdemeanor.
2. For a used vehicle/large boat sold by a licensed motor vehicle/boat dealer:
 - a. When a vehicle/large boat is taken in trade by the dealer as a credit or partial payment, the trade allowance must be deducted so the net purchase price is established.
 - b. The trade-in value of any damaged motor vehicle may include the value of any check from an insurance company which is intended to cover the damages of the traded motor vehicle.
 - c. Rebates are taxable

3. For a used motor vehicle/large boat sold or transferred by any person other than a licensed motor vehicle/boat dealer, motor vehicle excise tax is due on the purchase price.
 - a. If a bill of sale is not available, tax is based on the retail value stated in a nationally recognized dealer's guide approved and provided by the Secretary of Revenue.
 - b. If a bill of sale cannot be obtained, a statement by the applicant must be provided or it must be indicated on the title application that a bill of sale is not available.
 - c. When there is a trade-in indicated on the bill of sale, tax is due on the difference.
 - i. For example: a 1970 Chevrolet plus \$2,000 is traded for a 1979 Chevrolet; motor vehicle tax is assessed on the \$2,000.
 - ii. If bill of sale is not available, tax is based on NADA book value of the vehicle/boat purchased minus NADA book value of the vehicle/boat traded in and taxed on the remainder.
 - d. Any real property can be used for trade-in value.
4. For a new or used motor vehicle/large boat acquired by gift from someone other than immediate family or by other transfer for no or *nominal consideration tax is due on:
 - a. The manufacturer's suggested dealer list price for new vehicles/large boats
 - b. The retail value stated in a nationally recognized dealer's guide for used motor vehicles/large boats
5. For a vehicle/large boat manufactured by a person who registers it under the laws of this state, the amount expended for materials, labor, and other property allocable costs, or in the absence of actual expenditures, the reasonable value of the completed motor vehicle/large boat.
6. For a rebuilt motor vehicle/large boat, upon its initial registration and titling, the total cost for the salvage vehicle/large boat, whether received in money or otherwise, and the total cost for any assemblies, subassemblies, parts, or component parts used that sales tax was not previously paid on.

*Nominal consideration is a consideration which has no relation to the actual value of the contract or article. [32-5B](#)

Leased Vehicle with GVWR less than 16,000 lbs.

A. To this motor vehicle excise tax, the purchase price is:

1. For a new motor vehicle/large boat, sale, or lease:
 - a. When a motor vehicle/large boat is taken in trade as a credit or part payment on a new vehicle/large boat, the credit or trade-in value allowed by the seller shall be deducted from the total consideration for the new motor vehicle/large boat to establish the purchase price.
 - b. The trade-in value of any damaged motor vehicle may include the value of any check from an insurance company which is intended to cover the damages of the motor vehicle.

- B. For either a new or used motor vehicle (that has a gross vehicle weight rating of less than 16,000 pounds) or a fertilizer vehicle, which is a closed lease, the total consideration is all lease payments, including cash, rebates, the net trade-in, extended warranties, administrative fees, acquisition fees, or any other fees assessed on the purchase price of the vehicle.
1. Total consideration does not include title fees, registration fees, vehicle excise tax, federal excise taxes attributable to the sale of the vehicle to the owner, or to the lease of the vehicle by the owner, insurance, and refundable deposits.
 2. If the term of the lease is extended or if the vehicle is leased for an additional period, the excise tax is assessed on the additional lease payments and shall be paid by the lessor.
 3. If additional consideration is paid during the lease or upon termination of the lease, tax is assessed upon such amount and shall be paid by the lessor.
- C. For either a new or used motor vehicle (that has a gross vehicle weight rating of less than 16,000 pounds), or a fertilizer unit, which is leased and the terms of the lease are either not certain at the time the lease contract is executed or the lease is open ended, the purchase price is the total consideration whether received in money or otherwise.
1. Total consideration includes the purchase price, plus cash, rebates, **the net trade-in**, extended warranties, administrative fees, acquisition fees, or any other fees assessed on the purchase of the vehicle.
 2. Total consideration does not include, title fees, registration fees, vehicle excise tax, federal excise tax attributable to the sale of the vehicle to the owner or to the lease of the vehicles by the owner, insurance, and refundable deposits.
- D. A motor vehicle/large boat license will not be issued unless all requirements for registration are completed and the correct amount of the motor vehicle excise tax has been collected by the county treasurer.
- E. **No refunds or collections of the motor vehicle excise tax will be made on amounts under \$5.** [32-5B-1.1](#)

Motor Vehicle 4% Excise Tax Exemption Codes

The following Excise Tax exemptions are listed by the tax code number they represent; some numbers are skipped

1. Vehicles and house trailers, which are the property of this state, of the United States, of counties, townships, municipalities, public or nonpublic schools, Indian tribes or schools, fire departments, vehicles purchased by the state under the Urban Mass Transportation Act, nonprofit community support providers, buses and vans owned by churches, and farm vehicles as defined in [32-5-1.3](#).
2. Vehicle acquired by inheritance from or bequest of a decedent.
3. Vehicle previously titled or licensed jointly in the names of two or more persons and subsequently transferred without consideration to one or more of such persons.
4. Vehicle transferred without consideration between spouses, between a parent and child, and between siblings.

EXEMPTIONS 5-11 MUST ALREADY BE SOUTH DAKOTA TITLED VEHICLES TO QUALIFY

5. Vehicle transferred pursuant to any mergers or consolidation of corporations or plans of reorganization by which substantially all the assets of a corporation or LLC are transferred.
6. Vehicle transferred by a subsidiary corporation or LLC to its parent corporation or LLC.
7. Vehicle transferred between an individual and a corporation or LLC where the individual and the owner of most of the capital stock of the corporation or LLC are one and the same.
8. Vehicle transferred between a corporation or LLC and its stockholders or creditors when to effectuate a dissolution of the corporation or LLC.
9. Vehicle transferred between an individual and a limited or general partnership where the individual and the owner of the majority interest in the partnership are one and the same person.
10. Vehicle transferred to affect a sale of all or substantially all the assets of the business entity.
11. Vehicle transferred between corporations or LLCs, both subsidiary and non-subsubsidiary, if the individuals who hold most of the stock in the first corporation or LLC also hold most of the stock in the second corporation or LLC; but these individuals need not hold the same ratio of stock in both corporations and LLCs.
12. Vehicle acquired by a secured party or lienholder in satisfaction of a debt.
13. Vehicle first transferred to a person other than a licensed motor vehicle dealer when such vehicle was previously licensed and registered pursuant to [32-5-27](#) (exemption applies only if title previously coded 27).
14. Any motor vehicle sold or transferred which is eleven or more model years old, which is sold or transferred for \$2,500 or less before trade-in.
15. This exemption code is used when the first retail purchaser registers the vehicle that was exempt under exemption code #36.
17. Effective July 1, 1990, licensed motor vehicle dealer titles vehicle pursuant to [32-5-27](#), (vehicle brought in from out-of-state, not taken in on trade, for the purpose of resale) and does not pay motor vehicle excise tax. Dealer has the option of licensing the vehicle. The first retail sale is taxable.
18. Any motor vehicle transferred by a trustor to his trustee or from a trustee to a beneficiary of a trust.
19. Vehicle/motorcycles rented for 28 days or less or a trailer that has an empty or shipping weight of 9,000 pounds or more, rented for 6 months or less and not consecutively rented for more than one six-month period.
20. Cheyenne River Sioux Tribe member living on his/her own reservation.
21. Rosebud Sioux Tribe member living on his/her own reservation.
22. Standing Rock Sioux Tribe member living on his/her own reservation.
23. Crow Creek Sioux Tribe member living on his/her own reservation.
24. Flandreau Santee Sioux Tribe member living on his/her own reservation.

25. Lower Brule Sioux Tribe member living on his/her own reservation.
26. Oglala Sioux Tribe member living on his/her own reservation.
27. Prior to July 1, 1990, licensed motor vehicle dealers paying tax pursuant to [32-5-27](#) (vehicles brought in from out-of-state, not taken in on trade, for the purpose of resale).
28. Sisseton Wahpeton Sioux Tribe member living on his/her own reservation.
29. Yankton Sioux Tribe member living on his/her own reservation.
42. Dealer titles used vehicles and does not pay motor vehicle excise tax.
48. Vehicle transferred without consideration to any South Dakota nonprofit corporation that will donate the vehicle to a needy family or individual.
55. Prorate 84. Insurance company titles vehicle and does not pay motor vehicle excise tax.
90. Motor vehicle purchased prior to June 1985.
91. Motor vehicle was on a licensed motor vehicle dealer's inventory as of May 30, 1985.
92. House trailer (assessed tax under the 4% initial registration fee).
93. Motor vehicle donated to non-profit organization if the non-profit organization sells the vehicle within 45 days of the donation (purchaser may be subject to 4% motor vehicle excise tax).
94. All-terrain vehicle (purchased before July 1, 2016).
95. Title only (no tax is paid because the vehicle will not be used on the streets or highways).
 - a. These vehicles will not operate on the streets and highways or waterways of this state or any state and must be hauled or transported to their destination and not driven over the roadways. The title only tax exemption must be requested within 30 days of the date of purchase and prior to a title being issued.
 - b. In situations where title only is granted, various taxes such as sales tax, use tax and municipal taxes may be applicable based on the provisions in those tax laws. Proof of payment of applicable taxes, such as bill of sale, should be submitted to the County Treasurer along with the motor vehicle title application for the title only tax exemption.

When a vehicle qualifies for the title only tax exemption, the vehicle may not be registered and license plates are not issued. If the vehicle is later registered and plated so it may operate on streets and highways or waterways, the motor vehicle excise tax must be paid at that time. If the vehicle is currently titled and assigned license plates, the plates must be surrendered to the County Treasurer Office upon application for the title only tax exemption.

Vehicles eligible for the title only tax exemption include:

- Racing vehicles that are not street legal and will only be driven on racetracks.

- A newly purchased vehicle wrecked prior to titling of the vehicle that will be turned over to the insurance company or otherwise disposed of and not used on the roadways.
- Abandon vehicles towed by a removal agency as outlined in law.
- Vehicles obtained legally through a Mechanic's Lien or Unpaid Repair Bill.
- Vehicles purchased by Indian casinos to be awarded as a prize in an officially registered raffle within South Dakota. **the raffle winner is required to pay tax, title, and register the vehicle in their state of residency.

Any person applying for the title only tax exemption must complete the motor vehicle application for title or boat title and registration application and South Dakota exemption form attesting that the vehicle qualifies for the title only tax exemption as outlined in this policy statement.

For policy clarification purposes, the following are exclusions from this policy:

- Travel trailers and campers are not eligible for the title only tax exemption. These vehicles are titled and are intended to be mobile and use the roads and highways to reach their destination regardless of whether the location is temporary or permanent.
 - Off road vehicles used on privately owned property or farm use. These vehicles are titled but are not required to be licensed unless they will be used on public roads.
 - Certain equipment is intended for specialized use and is not eligible to be titled (and therefore not eligible for the title only tax exemption). Examples include:
 - Farm equipment or implements of husbandry such as: hay grinders, feed mixers, etc.
 - Towing vehicles or auxiliary axles such as: tow dolly, flip axle, jeep, jeep booster, etc.
97. Specialized mobile equipment such as: log splitters, air compressors barbeque pits, etc., which are not designed to haul ancillary items.

Tax previously paid by registered owner (for instance, previous interstate title, title submitted for removal of canceled lien).

- 98. Applies when an even trade takes place where both vehicles are of equal value, or trade-down takes place where the vehicle purchased has a lesser value than the vehicle traded. Prices must be substantiated with a bill of sale.
- 99. Applicant surrenders out-of-state title in applicant's name from a state that has an equal and similar tax for a South Dakota title reciprocity granted.

PLEASE NOTE: In the tax-amount section on titles issued prior to January 1, 1991, if an asterisk appears before the figure given, this indicates that it is an exemption code. If the asterisk does not appear, the figure is the amount of tax paid.

[32-5B-2](#); [32-5B-1](#); [32-5B-3](#); [32-5B-11](#); [32-5B-12](#)

Purchase Price for Excise Tax

A. To this motor vehicle excise tax, the purchase price is:

1. For a new motor vehicle/large boat, sale, or lease:

- a. When a motor vehicle/large boat is taken in trade as a credit or partial payment on a new vehicle/large boat, trade allowance must be deducted from the total amount owed for the new motor vehicle/large boat to establish the purchase price.
- b. The trade-in value of any damaged motor vehicle may include the value of any check from an insurance company which is intended to cover the damages of the traded motor vehicle.

1) The insurance check **and** the totaled vehicle must be turned into the dealer to receive trade-in credit. [32-5B-4](#)

Tax Previously Paid Without Bill of Sale

A. To this motor vehicle excise tax, the purchase price is:

1. For a new motor vehicle/large boat, sale, or lease:

- a. When a motor vehicle/large boat is taken in trade as a credit or partial payment on a new vehicle/large boat, trade allowance must be deducted from the total consideration for the new motor vehicle/large boat to establish the purchase price.
- b. The trade-in value of any damaged motor vehicle may include the value of any check from an insurance company which is intended to cover the damages of the traded motor vehicle.

B. If an applicant who was unable to obtain a bill of sale prior to making application and was assessed motor vehicle excise tax on the book value, later obtains the bill of sale, a refund for the overpayment of the excise tax will be authorized if the request is made **within one year** from the date of the original application.

1. **No refund will be granted on requests made after one year from the date of application.**

2. The title must be returned to the Motor Vehicle Division for correction of the tax amount.

A title correction fee is assessed. [64:29:02:03.03](#)

Previously Paid Out of State

A. To this motor vehicle excise tax, the purchase price is:

1. For a new motor vehicle/large boat sale:

- a. When a motor vehicle/large boat is taken in trade as a credit or partial payment on a new vehicle/large boat, trade allowance must be deducted from the total consideration for the new motor vehicle/large boat to establish the purchase price.
- b. The trade-in value of any damaged motor vehicle may include the value of any check from an insurance company which is intended to cover the damages of the traded motor vehicle.

B. If any motor vehicle/large boat has been subjected previously to a sales tax, use tax, excise tax, or similar tax on the purchase of the vehicle by any other state or its political subdivision, and the percentage of tax paid in the other state is equal to or greater than the tax owed to this state, and if the tax has been paid by the applicant; then no additional tax is due.

1. The following states impose a flat rate motor vehicle excise tax less than South Dakota's 4 percent rate:

- Alabama - 2%
- Alaska - 0%
- Montana—0%
- New Hampshire—0%
- North Carolina—3%
- Oregon—0%*See *State Tax Rates page*
- South Carolina- 5% up to \$500 max

Titles transferring from the states listed above to South Dakota require payment of motor vehicle excise tax equal to the imposed 4% in South Dakota.

Note: For further information see the State Tax Rates page.

In some states, motor vehicle excise tax includes a flat rate, plus a county or city rate. In such states, if proof of payment of a similar tax is equal or greater to the amount to of South Dakota's 4 percent tax, reciprocity, or credit for tax paid may be granted.

2. If the amount of tax levied in such other state or its political subdivision is less than the amount of tax levied by South Dakota, then an additional tax is due. The amount due is arrived at by subtracting the amount of tax previously paid by the applicant from the amount of tax due.

a. For instance, an applicant previously paid tax in the amount of \$80 to the state of Alabama. The applicant is registering a vehicle that currently books for \$4,000. The amount of tax due our state is \$80.

$$\$4,000 \times 4\% = \$160 - \$80 = \$80$$

b. If proof of the amount of tax previously paid by the applicant is not available, the following amount of excise tax would be assessed:

$$\$4,000 \times 2\% = \$80$$

C. A title in the applicant's name from a state that collects an equal or greater amount of tax, an affidavit of a licensed dealer, bill of sale, receipt, or other tangible evidence that an amount of tax has been paid by the current applicant must be submitted.

1. If the applicant submits an "Applicant's Tax Payment Verification" form on any out-of-state title transaction, in which the issue date on the out-of-state title is 12 months or less from the date of application, the owner must also supply proof taxes previously paid. These may be subject to further verification by the Motor Vehicle Division.

2. On a vehicle purchased from an out-of-state dealer that collects tax, the dealer is required to complete a "Out of State Dealer Tax Assessment" form. If sufficient proof is not furnished, the county treasurer must collect the full amount of excise tax. [32-5B](#); [64:29:02](#):

Wheel Tax

- A. County may, by ordinance, impose a wheel tax on all motor vehicles (auto, truck, motorcycle, house trailers, trailers and off-road vehicles). [32-5A-1](#)
1. Rate may not exceed \$5 per vehicle wheel.
 2. Total tax may not exceed \$60 per vehicle.
 3. Fee retained by county for highway and bridge maintenance and construction with distribution among county and the municipalities and townships within the county. [32-5A-2](#)
 4. Dealer is exempt from tax unless they are licensing commercially. [32-5A-3](#)
- B. Wheel tax rate may be charged according to manufactured shipping weight, including accessories and may vary according to the following: 2,000 pounds or less; 2001-4000 pounds, inclusive; 4001-6000 pounds, inclusive; over 6000 pounds. [32-5A-5](#)

Farm Vehicles and Equipment

- C. Farmers or ranchers can apply at their county treasurer's office for a decal with the word "farm" on it. This decal must be placed on the license plate of a motor vehicle as defined by 32-3-1, used wholly and exclusively for the following purposes:
1. To carry their own supplies, farm equipment, and household goods to or from the owner's farm or ranch
 2. Used by the farmer or rancher to carry his own agricultural products, livestock, and produce to or from storage or market
 3. Used by farmers or ranchers in exchange of service in hauling of such supplies or agricultural products, livestock, and produce.
- D. To obtain a farm decal, applicant must complete and apply for Farm Decals.
1. The farm decal does not exempt the vehicle from any taxes or yearly license plate fees.
- E. If the vehicle is sold or disposed of during the licensing period, the plates can be transferred to a newly acquired vehicle. If the new vehicle is not used for the purposes listed in section A, then the farm decals must be removed from the plates. [32-3-1](#); [32-5-97.1](#)

If vehicle licensed for less than 12 months, fee is prorated on a monthly basis. [32-5A-7](#)

Interstate Record

The interstate title record is a temporary registration in South Dakota used by a person who wants to obtain South Dakota license plates, but since their stay within South Dakota is for a short time, the applicant wants to retain their certificate of title or ownership certificate issued by their home state.

1. The following are the valid reasons for obtaining an Interstate record:

1. Applicant is in state on a temporary basis.
2. Commercial vehicle titled out-of-state, but on lease to a South Dakota based motor carrier.
3. Military personnel temporarily stationed at a military base located within South Dakota.
4. South Dakota resident whose vehicle/boat is mortgaged by an out-of-state based financial service (mortgagor), **not applicable if out-of-state title is electronic (ELT)**.

No special license plates (military, personalized, etc.) can be issued on an interstate title record.

- B. To obtain an interstate registration in South Dakota, one of the four qualifications stated above must be met.
1. On reasons 1 through 3, an applicant can have an out-of-state driver's license and obtain an interstate.
 2. On reason 4, an applicant, who is attesting to be a South Dakota resident, must possess a SD driver's license. If the applicant (South Dakota resident) does not have a South Dakota driver's license, the out-of-state title must be surrendered and a South Dakota title obtained.
- C. A nonresident without a temporary SD residence (a PMB or mail forwarding service address cannot be used in lieu of a SD address) does not qualify for an interstate record
1. Exception: Off Road Vehicle registration -- An interstate record can be issued to a nonresident (with no temporary SD address) on an Off-Road Vehicle that is titled in another state.
 2. Required documentation to be submitted to the county treasurer:
 - a. The interstate affidavit form,
 - b. Copy of the out-of-state title or current out-of-state registration,
 - c. Title and Registration Application
 - d. Applicable fee (interstate title record fee)
 - e. Applicant(s) must provide his/her Social Security number (verification documents required) and an out-of-state driver license (copy submitted with the application).
 - i. The SD interstate record must be issued in the **same name(s)** as the out-of-state title/registration.
 3. An interstate record, under most circumstances, will not be issued on an out-of-country application.
 4. The territories of Guam and Puerto Rico are recognized as states for purposes of obtaining an interstate title record and receiving reciprocity for payment of tax.
 5. Military ownership is accepted if the ownership document does not indicate "nontransferable".
- D. Application for interstate record will not be accepted by a county treasurer, unless the applicant has provided the following:
1. A copy of the current out-of-state registration or a copy of the certificate of title in the applicant's name.
 2. Application for title properly completed and signed, along with an interstate affidavit.

a. The South Dakota driver's license or social security number of each purchaser must be given. In the case of a company, the FEIN is required. If the company is a sole proprietorship, the owner's South Dakota driver's license number or social security number may be used.

E. Application is subject to the same title and registration fees, as for a regular registration. Reciprocity and credit will be given to the applicant if a similar and equal (or more) amount of 4% motor vehicle excise tax has been paid in former state.

F. The county treasurer will issue license plates and registration card upon completion of the proper papers. **No certificate of title or similar document is issued.** The title record is designated as an "interstate" title record. The record is valid only for issuance of license plates in South Dakota.

G. The interstate record is valid if title ownership remains the same.

H. When a regular South Dakota certificate of title is wanted for a vehicle now covered by a South Dakota interstate title record, the valid foreign ownership document, an application for title, and a title fee are to be submitted to the Motor Vehicle Division. [32-5-4.1](#)

Manufacturer's Statement of Origin/Manufacturer's Certificate of Origin and Vehicle Identification Number Requirements

The Motor Vehicle Division (MVD) recommends that the following MSO/MCO (Manufacturer's Statement of Origin/Manufacturer's Certificate of Origin) and VIN (Vehicle Identification Number) specifications be used by any vehicle manufacturers operating within the state. A. Manufacturer's Statement of Origin/Manufacturer's Certificate of Origin (MSO/MCO):

1. At this time, the MVD does not endorse any specific MSO/MCO printer and has no specific requirements for the content of the MSO/MCO form itself; however, the following information must be contained on the document:
 - a. Date.
 - b. Invoice number.
 - c. Vehicle Identification Number.
 - d. Vehicle year.
 - e. Vehicle makes.
 - f. Vehicle body type.
 - g. Series/model.
 - a. Vehicle shipping weight, horsepower, or number of cylinders
 - i. Name and address of distributor/dealer.
 - j. Signature of authorized representative.

- k. City and state of authorized representative.
 - l. On the face of the MSO/MCO, in the assignment area, the manufacturer's name and address and a signature area for the manufacturer's signature.
2. The MVD recommends that the security standards established by the American Association of Motor Vehicle Administrators (AAMVA) be followed:
- a. Paper.
 - 1) Sensitized Security Paper - paper that is reactive to chemicals commonly used to alter documents.
 - 2) Non-Optical Brightener Paper - paper without added optical brighteners that will not fluoresce under ultraviolet light.
 - b. Engraved Border--a border produced from engraved artwork that will appear on the front of the document.
 - 1) Prismatic--rainbow printing that is used as a deterrent to color copying, and/or
 - 2) Copy Void Pantograph--the word "void" appears when the document is copied.
 - c. Complex Colors - colors that are developed by using a mixture of two or more of the primary colors (red, yellow, or blue) and black if required.
 - d. Erasable Fluorescent Background Inks--fluoresces under ultraviolet light and reacts to any attempt to erase in such a manner as to be immediately detectable.
 - e. Background Security Design--a repetitious design consisting of a pattern that hinders counterfeiting efforts.
 - f. Micro-line--a line of small alpha characters in capital letters that requires a magnifying glass to read.
 - g. Consecutively Numbered--documents that contain a number that is consecutively numbered for control purposes.
 - 1. Security Thread--with or without watermark, and/or
 - 2. Intaglio Print--with or without latent image.
 - h. Document Size--"Certificates of Origin" size specifications shall be seven (7) inches by eight (8) inches.
 - i. Paper Stock--Sixty (60) pound offset or equivalent durability.
 - j. Construction--Unless otherwise specified by the user, the form should be constructed and fan- folded for use on high-speed pin-fed computer printer and/or continuous typewriters.
 - k. Layout--Text matter space for 1/10-inch horizontal and 1/6-inch-deep characters per AAMVA H12 Policy for standard format.

Facility Security--To ensure the integrity of the manufacturer's "Certificate of Origin" the user should require the vendor to maintain secure printing and storage facilities.

Manufactured homes

Mobile Homes/Manufactured Homes

A mobile/manufactured HUD home is a movable or portable unit, designed and constructed to be towed on its own chassis (composed of frames and wheels) and designed to be connected to utilities for year- round occupancy. The term shall include:

1. Units containing parts that may be folded, collapsed, or telescoped when being towed and that may be expanded to provide additional cubic capacity; and
2. Units composed of two or more separately towable components designed to be joined into one integral unit capable of being separated again into the components for repeated towing.
3. A mobile/manufactured home on an MSO is built to HUD standards, whereas a modular home is built to UBC standards. Modular homes are not titled and/or registered.
 - a. A mobile/manufactured home built to HUD standards will have permanently attached to the exterior siding of each transportable section a HUD Construction Code Label, per HUD title regulations, effective June 15, 1979. The HUD Construction Code Label is a metal certification label that is red in color, and contains the following information:

AS EVIDENCED BY THIS LABEL NO. 000-000000 THE MANUFACTURER CERTIFIES TO THE BEST OF THE MANUFACTURER'S KNOWLEDGE AND BELIEF THAT THIS MOBILE/MANUFACTURED HOME HAS BEEN INSPECTED IN ACCORDANCE WITH THE REQUIREMENTS OF THE DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT AND IS CONSTRUCTED IN CONFORMANCE WITH THE FEDERAL MOBILE/MANUFACTURED HOME CONSTRUCTION AND SAFETY STANDARDS IN EFFECT ON THE DATE OF MANUFACTURE. SEE DATA PLATE.

- b. The data plate verifies the following: manufacturer's name, trade/model name, year of manufacturer, serial number, HUD Construction Code Label(s), and HUD construction zones. Per 1976 HUD Regulation, this form is to be affixed inside the home on or near the main electrical breaker box and is printed on paper or foil stock 8-1/2" x 11" to 8- 1/2" x 14" in size.
- c. If a label is missing or if modifications have been made without proper permit/inspections, the structure cannot be offered for sale or occupied.

B. The term mobile/manufactured home includes units designed to be used for residential, commercial, educational, or industrial purposes.

1. This excludes recreational vehicles which are defined as vehicular portable structures built on a chassis designed to be used as a temporary dwelling for travel, recreational and vacation uses.
2. Also excluded is a sectional home that is defined as any home prebuilt in whole or in part for the purpose of permanent placement on a foundation. A sectional home is not subject to vehicle licensing.

- c. Upon application for the initial licensing of a mobile/manufactured home in South Dakota, the county treasurer shall collect the 4% initial registration fee based on the purchase price. No trade-in allowance is granted.
1. Exemptions:
 - a. Governmental or public entities set forth in [32-5-42](#) and [32-5-42.1](#) (see exemptions under 01, in the "Exemptions from Motor Vehicle Excise Tax"). Exemption code 01 should be used on the application for title.
 - b. When a mobile/manufactured home that has previously been exempted from the 4% initial registration fee (the initial registration fee has not been previously paid in South Dakota) is sold to a nonexempt agency, the 4% initial registration fee shall be assessed on the purchase price of the mobile/manufactured home.
- D. A mobile/manufactured home owned by a nonresident coming into this state from another state, a mobile/manufactured home purchased and owned by a member of the armed forces while on duty in the United States and a mobile/manufactured home purchased in another state by a resident other than a licensed dealer are exempt from the 4% initial registration fee to the extent of a similar and equal amount of registration tax, sales, use or state excise tax has been paid in another state by the current applicant.
1. The county treasurer shall require an affidavit of a licensed dealer, bill of sale, receipt, or other tangible evidence that a similar and equal amount of tax has been paid by the current applicant.
 2. If sufficient proof is not furnished, the county treasurer shall collect an additional or full amount to equal the South Dakota rate of tax.
- E. Native Americans living in mobile/manufactured homes located within a Native American reservation are assessed 11.25% of the 4% of the purchase price of the mobile/manufactured home.
(Example: A HUD home that will be located on a reservation that sells for \$100,000, is subject to \$450 initial registration fee - $\$100,000 \times 4\% \times 11.25\%$.)
- F. If the mobile/manufactured home is new, a manufacturer's statement of origin, properly transferred to the applicant, must be attached. If the mobile/manufactured home is used, a certificate of title properly transferred must be attached.
- G. If the mobile/manufactured home is sold by a dealer, the licensed dealer must deliver to the county treasurer the manufacturer's statement of origin or the title for such home together with the required fees and forms within 45 days of the sale. Any dealer who does not comply with this section is subject to a late penalty fee of \$1 for each week or fraction thereof beyond the 45-day limitation for 25 weeks and a late fee of \$50 for 26 weeks or more. Any person applying for title a year or more beyond the 45-day limitation is guilty of a Class 2 misdemeanor.
1. Any mobile/manufactured home purchased or transported by or for a dealer must have:
 - a. On any used home, an affidavit issued by the county treasurer in which the home is registered stating that the current year's taxes have been paid, is required.
 - b. A self-issue permit displayed when moving a used or new mobile/manufactured home.
 - c. When the dealer sells a new, used or an out-of-state titled home and is transporting it to the purchaser, the dealer must file a property tax assessment (PT6) form with the Director of Equalization in the county of destination.

- H. Any transfer or reassignment of a title must be accompanied by an affidavit issued by the county treasurer stating the current year's taxes as set out in SDCL 10-21-36 and 10-21-39 or 10-9-3, have been paid.
1. If an owner of a used mobile/manufactured home, regulated lender, transporter or a licensed dealer fails to obtain a tax affidavit, from the county treasurer from the county in which the used home is requested, stating current year's taxes are paid as described in SDCL [10-21-36](#) and [10-21-39](#), inclusive, or SDCL [10-9-3](#), the department shall assess a monetary penalty of \$250 for the first violation within a one-year period; \$500 for the second violation within a one-year period; and \$1,000 for each subsequent violation within a one-year period.
 2. The county treasurer shall notify the department, in writing, of any violation for failure to obtain a tax affidavit before moving a home.
 3. In addition to a monetary penalty, a transporter or dealer who was responsible for moving a mobile/manufactured home is liable for any property taxes due to the county if a tax affidavit was not obtained before moving the home.
- I. For mobile/manufactured homes not sold by a licensed dealer, the purchaser shall title the mobile/manufactured home within 45 days. Any person who does not comply with this section is subject to a late penalty fee of \$1 for each week or fraction thereof beyond the 45-day limitation for 25 weeks and a late fee of \$50 for 26 weeks or more. Any person applying for title a year or more beyond the 45- day limitation is guilty of a Class 2 misdemeanor.
- J. No South Dakota certificate of title on a mobile/manufactured home can be transferred without the affidavit from the county treasurer stating the current year's taxes as set out in SDCL 10-21-36 and 10-21-39 or 10-9-3, have been paid.
- K. Transportation of mobile/manufactured home.
1. If an owner of a used mobile/manufactured home, regulated lender, transporter or a licensed dealer fails to obtain a tax affidavit, from the county treasurer from the county in which the used home is located, stating the current year's taxes are paid as described in SDCL [10-21-36](#) and [10-21-39](#), inclusive, or SDCL [10-9-3](#), the department must charge a monetary penalty of \$250 for the first violation within a one-year period; \$500 for the second violation within a one-year period; and \$1,000 for each subsequent violation within a one-year period.
 2. The county treasurer must notify the department, in writing, of any violation for failure to obtain a tax affidavit prior to moving a home.
 3. In addition to a monetary penalty, a transporter or dealer who was responsible for moving a mobile/manufactured home is liable for any property taxes due the county if a tax affidavit was not obtained prior to moving the home.
 4. Transporter plates shall not be used to transport a mobile/manufactured home. L. Any person moving a mobile/manufactured home must have:
 1. A single trip permit issued by the county treasurer unless the home is being moved by or for a licensed mobile/manufactured home dealer.
 2. On any used home, an affidavit issued by the county treasurer in which the home is registered stating that the current year's taxes have been paid, is required.

M. Any mobile/manufactured home purchased or transported by or for a dealer must have:

1. On any used home, an affidavit issued by the county treasurer in which the home is registered stating that the current year's taxes have been paid, is required.
2. A self-issued permit displayed when moving a used or new mobile/manufactured home. There is no fee for the permit.
3. When a dealer sells a new, used, or an out-of-state titled mobile/manufactured home and is transporting it to the purchaser, the dealer must file a Property Tax Assessment Form with the director of equalization in the county of destination.

N. Any mobile/manufactured home moved by a transporter must have:

1. On any used home, an affidavit issued by the county treasurer in which the home is registered stating that the current year's taxes have been paid, is required.
2. A single-trip permit issued by the county treasurer of the county in which the home is registered, stating that the current year's taxes are paid.

O. In the event the owner requests the conversion of the manufactured home title record to indicate the manufactured home is listed as real estate, the following is required:

1. If the title is not already in the name of the person requesting the conversion, the title must be properly assigned to the person requesting the conversion.
 - a. A title fee is due. (If the title is already in the name of the person requesting the conversion, no title fee is assessed.)
 - b. The Motor Vehicle Division's records will reflect the new owner on the computer file system.
 - c. No liens will be noted on the system.
 - d. Current manufactured home taxes will have to be paid, so a current tax affidavit must accompany the request.
 - e. The Division of Motor Vehicles requires an affidavit of Declaration for a Manufactured Home Placed on Real Estate. This will require that the title be transferred as real estate.
 - f. No title document is issued, it is kept as a record in the MVD system.
 - g. Title cannot be transferred until the owners convert the Real Estate record back to a title record.
 - h. The Motor Vehicle Division will flag the record so no transfer can take place. Notice will be sent by the division to the Division of Property Tax in the Department of Revenue, who will notify the Director of Equalization in the county in which the mobile/manufactured home is located, indicating that the mobile/manufactured home is being converted to real estate.

P. Conversion of manufactured home that was converted to real estate back to manufactured home (title) status.

1. Documentation that must accompany a request for conversion of a manufactured home real estate record to a certificate of title:
 - a. Current tax affidavit from the county treasurer in which the home is located.

- b. Affidavit of declaration for a manufactured home removed from real estate.
2. An independent report that contains the following:
 - a. Legal description of the real estate upon which the home is located.
 - b. Listing of liens or encumbrances against the home or the real estate upon which the home is located.
 - c. Current owner of the home.
 - d. Affidavit stating a lien search has been conducted of all records of the following offices where the home is located and describing any liens revealed by the search:
 - 1) Register of Deeds.
 - 2) Clerk of Courts.
 - 3) County Treasurer.
 - 4) Secretary of State.

If any liens, a lien release from each lienholder or the lien must be noted on the application for title. [32-3-1](#); [32-3-3.1](#); [32-3-3.2](#); [32-3-3.3](#)

Mopeds

- A. A moped may be licensed and titled if the applicant wishes to obtain title and registration.
- B. A moped is defined as a motor driven cycle equipped with two or three wheels. If a combustion engine is used, the maximum piston or rotor displacement shall be fifty cubic centimeters, regardless of the number of chambers in such power source. The power source shall be equipped with a power drive system that functions directly or automatically only, not requiring clutching or shifting by the operator after the drive system is engaged.
- C. Sales tax must be collected by the selling dealer on mopeds and proof of sales tax paid must be furnished at the time of application. [32-3-1](#); [32-3-2.3](#)

Golf Carts

- A. A golf cart may be titled.
 1. A municipality or an improvement district may, by ordinance, permit golf carts on a highway under the jurisdiction of the municipality. The golf cart must be insured and the driver must have a driver's license. A permit must be obtained from the municipality.
 2. A golf cart can be used on roads within state parks and state recreation areas that are designated by GF&P to be used by golf carts. The golf cart must be insured, have a rearview mirror, and have functioning headlights, and brake lights. The golf cart must display a valid park entrance license. A person operating a golf cart on any such designated road must hold valid driver license.

Sales tax must be collected by the selling dealer on any golf cart and proof of payment of the sales tax must be submitted at the time of application for title. [32-lemon law14-13](#); [31-14-14](#); [32-14-15](#); [32-14-16](#); [32-20-13](#)

Non-Resident Title and Registration

- A. South Dakota title and registration statutes do not expressly prohibit an out-of-state applicant from titling and registering in South Dakota.
- B. An applicant must provide the county where the vehicle will be kept and the applicant's residence post office address on the application for title and registration. If an applicant resides out-of- state, the applicant's actual address must be used on the application
- C. For applicants that are truly nomads (no physical address in this or any other state), an affidavit stating those facts is required before a mail forwarding address can be used on the application. [32-3-18](#); [32-5-3](#)

Odometer Statement

- A. Federal and State regulations require odometer statements on motor vehicle transactions, unless otherwise exempted. On South Dakota certificates of title issued after January 1, 1991, the odometer disclosure statement, which complies with federal/state regulations, is on the assignment of the certificate of title. Required information to comply with federal/state odometer requirements:
 - 1. Hand-printed name of buyer and seller.
 - 2. Hand-written signature of buyer and seller.
 - 3. Address of buyer and seller.
 - 4. Date of sale.
 - 5. Odometer reading.
 - 6. Odometer indicators. (Actual miles, not actual miles, exceeds mechanical limits, etc.)
 - 7. Complete description of vehicle.
- B. Leasing companies are required to follow the same criteria; however, they must complete a federal odometer disclosure form for leased vehicles which directly relates to the lessor and lessee. This form is retained by the lessor.
- C. Under law, the seller is required to retain a copy of the title assignment or the Odometer Statement for five years.
- D. If a certificate of title on a vehicle less than 10 years old is submitted without an odometer reading, the last owner (seller) will be required to disclose the odometer reading to the buyer and the odometer reading will be entered on the new title.
- E. a. Titles and MSOs are not returned if the odometer or signature is missing. On a qualifying vehicle involving a dealer, a secure dealer reassignment form or a secure power of attorney form is required. Odometer readings are required on motorcycles (same exemptions).
 - 1. Disclosure on all new and out-of-state motorcycles.
 - a. Federal regulations require an odometer statement on motorcycles in which the state previously exempted from odometer disclosure.

1) Motorcycles with a South Dakota title previously issued showing no odometer reading will be required to comply. The reading will be shown on the title.

F. Exemptions from federal/state odometer requirements:

1. Vehicle having a weight (shipping weight or gross vehicle weight rating) of more than 16,000 pounds.
2. A vehicle that is not self-propelled (trailers or mobile homes).
3. A vehicle that is ten (10) or more years old [current year (-) 10].
 - a. Title applications for vehicles 10 years old and older that include an odometer reading will be processed the same as vehicles under 10 years of age **unless**:
 - 1) There is a discrepancy between the odometer reading being disclosed and the previous odometer reading.
 - 2) The odometer reading was not previously disclosed (once there is a skip, the odometer cannot be shown on the title). In these instances, if the odometer is shown on the assignment, it will become a part of the vehicle history but will not be printed on the face of the title.
4. A vehicle sold directly by the manufacturer to any agency of the United States in conformity with contractual specifications.
5. An MSO transfer between dealers. The federal odometer statement is not required until the first retail sale of the vehicle is made.
6. Snowmobiles.

Federal odometer statement forms are not provided by the Division of Motor Vehicles. [32-3-30.1](#); [64:28:03:11](#)

Off-Road Vehicles

A. An off-road vehicle (ATV) must be titled. Upon the sale of any off-road vehicle, the dealer or applicant must complete all forms to apply for title and turn in the application at the county treasurer's office.

1. An "Off-road vehicle" is defined as: any self-propelled, two or more wheeled vehicle designed primarily to be operated on land other than a highway and includes, but is not limited to, all-terrain vehicles, dune buggies and any vehicle whose manufacturer's statement of origin (MSO) or manufacturer's certificate of origin (MCO) states that the vehicle is not for highway use. Off-Road vehicle does not include a farm vehicle. B. 4% motor vehicle excise tax is collected when titling an off-road vehicle.

C. Any all-terrain vehicle with four or more wheels with a combustion engine having a piston or rotor displacement of two hundred cubic centimeters or more or any two wheeled all-terrain vehicles having a piston or rotor displacement of one hundred and twenty cubic centimeters or more may be licensed as a motorcycle to be used on a public highway. An electric four-wheel off-road unit may also be licensed as a motorcycle to be used on a public highway.

1. Any two-wheeled, three-wheeled, or four-wheeled, all-terrain vehicle using a highway ditch or crossing a highway to get to and from a field or pasture and being used during farm or ranch labor, is exempt from annual registration and licensing.

- D. Off-Road Vehicle Affidavit must be submitted at time of licensing.
- E. The licensed two-wheel or four-wheel, all-terrain vehicle may not be operated on the interstate highway.
- F. An interstate title can be issued to a nonresident (with no temporary SD address) on an off-road vehicle that is titled in another state. The interstate affidavit form, a copy of the out-of-state title or current out-of-state registration, an application, and applicable fees are submitted to a county treasurer. The applicant(s) must provide his/her Social Security number and an out-of-state driver license (copy submitted with the application). The SD interstate title must be issued in the same name as the out-of-state title/registration.

SDCL [32-20-13](#), [32-5B-1](#)

Ownership

Consignment Sales by Dealers or Public Auctions

- A. Any dealer or public auction may sell or offer to sell South Dakota titled vehicles/boats on consignment.
 - 1. Exception: Any dealer licensed to sell motorcycles, off-road vehicles, snowmobiles, boats and boat trailers, or public auction, may sell motorcycles, off-road vehicles, snowmobiles, boats, and boat trailers on consignment **from a bordering state**. If the bordering state does not issue titles for the consigned unit, the owner must provide a current state registration and accompanying affidavit stating that their home state does not issue titles for the unit. A bill of sale, the registration and/or affidavit of statement must be in the possession of the consignment dealer or public auction along with the proper consignment contract.
- B. A titled vehicle that is at least 20 years old and a motorcycle that is at least 30 years old that is not titled in South Dakota may be sold at a public auction if a title is issued in the name of the seller.
 - 1. Dealer to Dealer consignments is not allowed (unless sold at public auction).
 - 2. A dealer is not allowed to use dealer plates or permits on a consigned vehicle.
 - 3. An out-of-state dealer may sell a vehicle that is at least 20 years old or a motorcycle that is at least 30 years old that is titled in the dealer's name (out-of-state title) at public auction if the dealer purchases a temporary permit from the division.
 - a. The dealer must provide proof that the dealership is in good standing in the dealer's home state and has no outstanding dealer violations.
 - b. The fee for the permit is \$250 if purchased prior to the auction or \$500 if purchased at or after the auction.
 - c. Any dealer in violation shall be denied a temporary permit for a period of one year from the date of the violation.
- C. Consignment is defined as: the delivery of a vehicle/boat by the owner into the possession of another without transfer of title for the purpose of sale or where there is any condition that the purchaser does not have an absolute obligation to pay for the vehicle/boat or has a right to return the vehicle to the seller.
- D. Public auction is defined as: a business that is open to the public where South Dakota titled motor vehicles/boats are consigned, displayed, and auctioned to the highest bidder by an auctioneer.

- E. Auctioneer is defined as: a person who presides over a public auction where following an initial starting price, bids are taken from 2 or more people until a final bid or price is established for a motor vehicle/boat.
- F. If a person trades in a vehicle to a dealer or enters a consignment with a dealer and the vehicle has a lien notated on the title, the parties may agree that the dealer will satisfy the lien. Failure to satisfy a lien constitutes theft.
1. A dealer must satisfy the lien within ten business days after receipt of the funds.
 2. Proof of payment of the lien shall be the confirmation number when payment is made on-line or a copy of the check and the certified return mail card if payment is not made on-line.
 3. A dealer may not offer the vehicle for sale until payment has been made to the lienholder, except on a consigned vehicle on which the dealer must comply with the terms of the consignment agreement. Proof of payment shall be documented as listed above "2".
- G. Any dealer or public auction that sells or offers to sell South Dakota titled vehicles/boats on consignment shall enter a contract with the consignor. The contract shall contain, at a minimum, the following information:
1. Name and address of consignor (owner).
 2. Name and address of consignee (dealer or auctioneer).
 3. Vehicle/boat description: title number, year, make, serial number.
 4. When applicable, completed odometer disclosure.
 5. Agreed upon price or range.
 6. Agreed upon amount that the owner will pay the dealer or auctioneer.
 7. Length of time vehicle/boat will be with the dealer or auctioneer.
 8. Disclosure by dealer or auctioneer that the sale is a consignment sale.
 9. Signature of owner and dealer or auctioneer.
- H. The following documents must be available at the dealership or auction prior to sale of a vehicle/boat:
1. South Dakota title in the name of the consignor **or** registration and/or affidavit from the owner that their home state does not title the unit.
 2. Completed and signed consignment sales contract containing information set out above; 3. When applicable, an odometer reading certified by the owner (may be included on contract).
 4. Federal FTC Buyer Guide must be displayed in a vehicle being offered for sale on dealer lot.
- I. The following documents must be available at the dealership or auction upon sale of a vehicle/boat:

1. South Dakota title properly assigned by the consignor (owner) or registration and/or affidavit from the owner that their home state (Bordering SD) does not title the unit.
 2. Bill of sale.
 3. Prior disbursement of proceeds if lien is indicated (lien must be satisfied and released). J. A violation of these provisions is a Class 2 misdemeanor.
- K. A dealer and auctioneer are required to keep the following records:
1. Dealer or auctioneer must maintain record of consignment sales for 5 years.
 2. Dealer or auctioneer must retain a copy of consignment sales contract for 5 years.
- L. A dealer or an auctioneer may not sell a vehicle/boat that has a title with a lien on it for less than the full amount of the lien, without the advance written consent of the lienholder. A dealer or an auctioneer may not release the proceeds from the sale of a vehicle/boat with a lien until the lienholder signs a release of the lien. A violation of these provisions is a Class 2 misdemeanor.
- M. Every dealer and public auction shall keep books, records, and files. A record shall be kept on every vehicle/boat offered for sale, including the serial number or vehicle/hull identification number and a description of the vehicle/boat and the name and address of the owner. If the vehicle/boat is sold, the name and address of the person purchasing the vehicle/boat and the price for which it is sold.
- N. All records must be open and available to inspection by a dealer inspector.

[32-6B-3](#); [32-6B-3.1](#); [32-6B-3.2](#); [32-6B-3.3](#); [32-6B-3.4](#); [32-6B-3.5](#); [32-6B-20.3](#)

Duplicate Certificate of Title

- A. The duplicate title application can be turned in to any county treasurer.
- B. All duplicate title applications must be properly signed.
- C. The recorded owner or a duly authorized agent holding power of attorney can apply for a duplicate title.
1. A copy of the power of attorney document must be attached to the application form.
 2. Duplicate title will be issued in the name indicated on the original title.
 3. If the title has been issued with names joined by "and", all owners must sign the application.
 4. The address can be updated on the application.
- D. A duplicate title application can only be submitted when the original title has been lost, mutilated, or destroyed.
1. The mutilated certificate of title must be attached to the application.

- E. Duplicate title applications won't be accepted by the county treasurer or the Division of Motor Vehicles when the original title is being held by the lienholder or is an electronic title (ELT).
- F. When there are existing liens, the lienholder's signature must also be on the application, unless a lien release is attached.
1. If the title has an existing lien and a lien release is submitted with the application, a free and clear title will be mailed to the address indicated on the form. There is no fee for a lien release.
- G. A new lien can be added at time of application for duplicate certificate of title.
1. A copy of the loan contract must be submitted with the application.
 2. The new lender does not need to sign the duplicate application.
 3. The lien notation fee of \$10.00 is due at time of application.
- H. In the event of a name change due to marriage, divorce, or a court order, the duplicate title will be issued as the original title record reads. The title can then be resubmitted with all appropriate documents to change the name.
1. If the applicant's name has changed since the original title was issued, the applicant should sign using the name that was used on the original title.
 2. The application may be signed using both names.
 3. If the owner chooses to sign using his/her new name, an affidavit stating he/she is one and the same must accompany the application.
 4. If the title is listed only in the name of a trust, the application must be signed by the trustee(s). The portion of the trust appointing the trustee(s) and the signature page of the trust must be attached.
 5. If the trust appoints multiple trustees with the form of ownership as "and", all the trustees' signatures are required. I. The current odometer reading must be completed on the application if applicable.
- J. The duplicate title fee must be collected. [32-3-29](#)

Ownership Transfers

Joint Ownership

- A. Assignment should be completed in the regular manner from the recorded owner to the joint ownership.
- B. No certificate of title will be issued showing the phrase "and/or" in any joint ownership.
1. Assignment must be completed from the recorded joint owners to the new purchaser as follows:

	"John Doe or Mary Doe" must be assigned by either.
	"John Doe and Mary Doe" must be assigned by both.
	"John Doe and Mary Doe, with rights of survivorship (WROS)" must be assigned by both except on the death of one, may be assigned by the survivor, when a certified copy of death certificate is attached to the certificate of title.

- C. If a document had previously been issued with the joint ownership shown as "and/or", form of ownership must be construed as "or" and the title may be assigned by either owner.
- D. To change the type of joint ownership the title and title application must be properly completed and turned in to the county treasurer with the required title fee. The appropriate exemption must be noted on the title application.
- E. The form of ownership on an out-of-state title will be treated the same as a South Dakota title.
- F. If there is no form of ownership between the names, it will be interpreted as "and" requiring the signatures of all owners.

Transfer due to Marriage or Name Change

- G. Assignment must be made the same way as any other transfer except on the reverse side of the title, the owner must sign as seller using the exact name as shown on the face of the title and then type or print their correct married name as purchaser.
 - 1. The title fee must be charged.

Transfer of Ownership by Court Order

- H. The county treasurer requires the surrender of title covering the vehicle(s) involved (if available), along with the original court order (or a certified copy), the required title fee, and the title application signed by the person granted ownership of such vehicle(s).
 - 1. An application for each vehicle covered will be required.

Transfer of Ownership by Inheritance/Succession No probate of estate.

- 1. An Affidavit of Vehicle Ownership by Succession must be completed where there are no probate proceedings in the matter of the estate of the deceased.
- 2. If a South Dakota resident inherits a vehicle (not through probate) that is titled in another state, the applicant must apply for title through the state where the deceased lived.
 - a) There have been some exceptions to this when the state involved will not title the vehicle because it is not present in that state or because the applicant is not a resident of that state.
 - i. In these situations, an affidavit from the applicant stating that fact along with the affidavit of succession (or similar form) from the other state is required to title the vehicle in our state.
 - ii. The SD affidavit of succession should only be used for South Dakota titled vehicles.
 - a) The affiant must be an heir of the deceased or a devisee in the deceased's will.
 - b) The affiant must complete the Affidavit of Vehicle Ownership by Succession indicating who the vehicle title should be transferred to.

- c) If the title is to be transferred to a successor, the successor will make application for title and be exempt from the motor vehicle excise tax.
 - d) If the title is to be transferred to a purchaser, the purchaser will make application for title and is subject to the excise tax based on their purchase price. If the purchase price is of no or nominal consideration, tax is due on the current NADA book value.
3. The county treasurer must require the surrender of the South Dakota title for the motor vehicle set out in the Affidavit of Vehicle Ownership by Succession. A copy of the will and separate bill of sale is not required to be submitted.
- a) If the title is not available, it must be indicated on the affidavit. A duplicate title application is not required.
4. If more than one vehicle is involved, a separate Affidavit of Vehicle Ownership by Succession must be completed for each vehicle.

Probate of estate - Personal representative transfers title to heir.

- A. The county treasurer must require the surrender of the South Dakota certificate of title.
- 1. If the title cannot be located, the personal representative must apply for a duplicate before transferring title to the heir.
 - 2. A copy of the court filed papers appointing the personal representative, an application for title, and the title fee are also required.
 - 3. If a resident inherits a vehicle titled in another state through probate (letters of appointment of an administrator or executor) a South Dakota title can be applied for with copies of the probate papers.
 - 4. The Last Will and Testament is not a legal court document and will not be accepted.
 - 5. The certificate of title will be issued to the heir(s).

Probate of estate - Personal representative selling vehicle.

- B. The personal representative must complete the assignment of title and attaches a copy of the papers appointing them as personal representative.
- 1. If the title is lost, the personal representative must apply for a duplicate before transferring title to the purchaser.
 - 2. Personal representative paper must accompany the duplicate title application. [64under:28:13:05;](#) [64:28:13:06;](#) [64:28:13:04;](#) [32-3-6.](#)

Replacement of Lost Title Document (Lost in Mail)

- A. If the original title is not received through the mail, the county treasurer can waive the duplicate title fee if:

1. The application for replacement of lost title is made within ninety (90) days from the date that the original title was issued.
2. The title is being mailed to the same address the original title was mailed to.

In cases where the original title was received and then lost, the duplicate title fee must be collected.

Requiring South Dakota Driver's License Number or Social Security Number

A. South Dakota driver's license or social security number required.

1. The South Dakota driver's license or social security number of each purchaser must be given. In the case of a company, the FEIN is required. If the company is a sole proprietorship, the owner's South Dakota driver's license number or social security number may be used.
2. Out of state applicants must supply their social security number and US issued photo ID.
3. Out of country applicants must supply a United States social security number, and either a US Passport and I94 form or an out-of-state driver's license.
4. International driver licenses are unacceptable.

B. An applicant must also provide the county in which the vehicle is to be kept (regardless of state).

An applicant must also provide his/her residence post office address. An out-of-state resident is not prohibited from registering in South Dakota. An applicant must provide his/her actual resident address, which can be out-of-state.

[32-5-3](#); [25-7A-56.2](#); [1-1-26](#)

Transfer of Ownership

A. Individual/private sales and dealer sales allow the seller 45 days from the date of sale to deliver the title to the buyer. The buyer must apply for title within 45 days from the date of purchase.

B. A properly assigned title must be turned in to the county treasurer.

C. All liens shown on the face of the title should be released by the county treasurer.

1. The county treasurer can accept a title submitted for transfer with an open lien if there is a lien release attached to the title.

D. The county treasurer must send all documents to the Motor Vehicle Division, no later than the next business day.

1. If the application for title is turned in more than 45 days after the date of sale, in addition to the title

fee, the following applies. a. A late fee for late application for title.

b. Interest and Penalty (applies to motor vehicle excise tax and 4% initial registration fee). All fees are calculated from purchase date regardless of when an applicant applies for title and registration.

- i) The system automatically applies interest on the tax owed for each month or partial month that the tax payment is late.

- ii) Interest will be charged at 1% or \$5, whichever is greater, for the first month; and 1% per month on any application made after 45 days from the date of purchase. (Interest is not calculated on interest.)
- iii) A one-time penalty equal to 10% of the tax or \$10, whichever is greater, is automatically applied to any application made after 60 days from the purchase date.
- iv) In addition, any person applying for a title more than 90 days after the date of assignment is guilty of a Class 2 misdemeanor. E. If a buyer fails to transfer the title within 45 days, and the seller files a written complaint stating the facts, the buyer is guilty of a Class 2 misdemeanor.

- F. If a buyer defaults on the terms of the sale within the 45-day period, the seller does not have to deliver the title to the buyer. The seller must notify the Division of Motor Vehicles in writing of the seller's refusal to deliver title to the buyer within 14 days of the buyer's default on the terms of the sale.
- G. If the sale date is changed on the title, the applicant must provide proof of the correct purchase date. This could be done by a bill of sale, sales contract, etc. The penalty would continue to run while the applicant is obtaining proof of the date of purchase.

H. Use of Secure Power of Attorney

- 1. Federal regulations prohibit the same person from signing as both the seller and the buyer in the same transaction involving a sale or purchase by dealer. Federal regulations apply to motor vehicles 9 model years and newer and less than 16,000 Gross Vehicle Weight Rating.
 - a. A secure Power of Attorney can only be used if the title is with the lienholder (or ELT) or if the title has been lost and a duplicate title is required.
 - b. With the expansion of electronic titles, titles (including out-of-state titles) may be assigned by a dealer (as seller) with a power of attorney. The title will give the appearance that there was not a lien (or a duplicate title). In these situations, the Power of Attorney can be accepted, if the title has a recent issue or print date. I. Use of Non-Secure Power of Attorney

- 1. A non-secure Power of Attorney may be used when the vehicle is not subject to Federal Odometer regulations.
 - a. Non-Secure Powers of Attorney are commonly used in private transactions.

Vehicle Age Exemption Schedule

EXEMPTION # 14 (EFFECTIVE JULY 1, 2007, ANY MOTOR VEHICLE SOLD OR TRANSFERRED WHICH IS 11 OR MORE MODEL YEARS OLD AND WHICH IS SOLD OR TRANSFERRED FOR \$2,500 OR LESS BEFORE TRADE-IN) -- CURRENT YEAR (-) 11:

As of January 1, 2022-----2011 and older vehicles are exempt As of January 1, 2023-----
2012 and older vehicles are exempt

As of January 1, 2024-----2013 and older vehicles are exempt As of January 1, 2025-----
-----2014 and older vehicles are exempt

Reference: [32-5B-2](#)

SALVAGE TITLE (Vehicles less than 11-years-old) -- *CURRENT YEAR (-) 11*:

As of January 1, 2015-----2008 and older vehicles/boats are exempt
As of July 1, 2015-----2004 and older vehicles/boats are exempt
As of January 1, 2022-----2011 and older vehicles/boats are exempt
As of January 1, 2023-----2012 and older vehicles/boats are exempt
As of January 1, 2024 -----2013 and older vehicles/boats are exempt

Reference: [32-3-51.19](#)

ODOMETER STATEMENT/FEDERAL AND STATE REQUIREMENT

THROUGH DECEMBER 30, 2020: *Exemption granted on vehicles 10 or more years
old* □ *CURRENT YEAR (-) 10*

EFFECTIVE DECEMBER 31, 2020: *Exemption granted on vehicles 20 or more years old beginning with model year
2011* □ *CURRENT YEAR (-) 20*

As of January 1, 2020----- 2010 and older vehicles are exempt
As of January 1, 2021-----2011 and older vehicles are exempt
As of January 1, 2022-----2011 and older vehicles are exempt
As of January 1, 2023-----2011 and older vehicles are exempt
As of January 1, 2024-----2011 and older vehicles are exempt

**(EFFECTIVE JULY 1, 2011) 10-YEAR-OLD VEHICLE LICENSE BREAK (NONCOMMERCIAL VEHICLES 10-YEARS-OLD OR
MORE shall pay 70 percent of the fee originally issued.) – CURRENT YEAR (-) 10:**

As of January 1, 2022-----2012 and older vehicles receive reduction
As of January 1, 2023-----2013 and older vehicles receive reduction
As of January 1, 2024-----2014 and older vehicles receive reduction
As of January 1, 2025-----2015 and older vehicles receive reduction

Damage and Salvage Dates:

1988 damage (9 years and newer) -----\$1,000
1992 damage-----\$2,000
1999 damage (and damage disclosure notice) -----\$3,000
2003 damage (6 years and newer) -----\$5,000
2004 damage (boats added) -----\$5,000
2005 damage (salvage added) -----\$5,000
2010 damage and salvage (salvage recovered theft added) --\$5,000
2015 damage disclosure requirement repealed for all vehicles acquired after July 1, 2015.

[32-3-7](#); [32-3-3](#); [32-3-30.1](#); [32-3-27](#)

Recovered Theft

A. If a stolen vehicle is recovered, the insurer or self-insurer, within 30 days of recovery, must inspect the vehicle and apply for a title as follows:

1. If the vehicle has no damage or the damage is less than that defined in state law, the existing salvage title must be surrendered to the department. A title fee and a salvage/recovered theft disclosure statement must be completed. The department will issue a title marked as recovered theft with no salvage notation.

If the condition of the vehicle is such that it would have been determined a salvage vehicle as defined in state law, due to the damage to the vehicle, the salvage title is retained and the insurer or self-insurer is not required to apply for a title pursuant to this section. [32-3-51.20](#)

Salvage Title

Salvage Title (Effective July 1, 2015)

1. Qualifying for a salvage title
 - a. A qualifying salvage motor vehicle includes automobile, motor truck, motorcycles (on-road), house trailers (campers), and trailers.
 - b. Vehicles that do not qualify for a salvage title include:
 - ATVs and other off-road vehicles
 - Dirt Bikes (off road)
 - Golf Carts
 - Dune Buggies
 - Humvees □ Boats
 - c. Vehicles more than 10 model years old or with a gross vehicle weight rating of more than 16,000 pounds are exempt from qualifying for a salvage title.
2. If any insurer, in settlement of a total loss insurance claim, or self-insurer acquires ownership of a salvage vehicle that does not have a salvage title, the insurer must, within 30 days following acquisition of the title of that vehicle, surrender the title to the department.
 - a. A title indicating salvage will be issued to the insurer or self-insurer.
3. If any insurer or self-insurer declares a vehicle to be a total loss but does not acquire ownership of the vehicle, the owner must obtain a salvage title.
 - a. The insurer or self-insurer must notify the owner, in writing, of the obligation to obtain a salvage title before the owner sells or transfers the title.
 - b. If the owner sells or transfers the ownership of the vehicle without first obtaining a salvage title, the owner is guilty of a Class 1 misdemeanor.

4. Any motor vehicle 16,000 pounds GVWR or less, regardless of the vehicle's age, that has a title branded as salvage or with any other similar brand by another state or jurisdiction, the applicant shall receive a salvage title, or at the option of the owner, a junking certificate.
5. If an out of state title with a brand is transferred to South Dakota, the South Dakota title will be branded with the same or similar brand based on the department's standards.
6. Out-of-state title brands are displayed on all titles in the previous state field. [32-3-51.19](#); [32-3-51.5](#)

Serial Numbers

A. Vehicle Identification Numbers (VIN):

1. Title 49, Code of the Federal Regulations, Parts 565 and 571 (Federal Motor Vehicle Safety Standards Number 115) specify the format, content and location of manufacturer's certification labels and the VIN system currently used to simplify vehicle information retrieval and increase the efficiency of vehicle defect recall campaigns. These regulations apply to trailers as well as other vehicles.
2. It is a class 6 felony to remove or alter a VIN plate on a vehicle.
3. In the event the VIN on a vehicle does not match the VIN on the title or paperwork, the vehicle is to be removed from the dealership lot and the Division of Motor Vehicles or Highway Patrol should be notified.
4. As a result, the Division of Motor Vehicles passed Administrative Rule [64:30:02:04:01](#), "VIN Requirements for Trailers" that requires persons manufacturing trailers use a seventeen (17) digit VIN on each trailer produced. This Rule went into effect January 1, 1989 and applied to all trailers manufactured after January 1, 1989. Since August 1978, the approved VIN system has consisted of seventeen (17) digits. However, some trailer manufacturers were still using systems consisting of fewer than seventeen digits that did not incorporate any manufacturer identification, resulting in several different trailers having identical numbers.
5. Part of the VIN consists of a unique identifier of the manufacturer. It is the responsibility of the manufacturer to obtain an assigned World Manufacturer Identifier that is supplied by the Society of Automotive Engineers (SAE) at no charge. We have been asked that your initial contact concerning VIN requirements be made to the National Highway Traffic Safety Administration (NHTSA), VIN Coordinator, at 202-366-6018. Information on assignments of the manufacturer identifiers can be made through the Society of Automotive Engineers at 412-772-8511.
6. Title 49 of the Code of Federal Regulations and other federal motor vehicle safety standards can be purchased from: Superintendent of Documents, U.S. Government Printing Office, Washington DC 20402 (telephone: 202-512-1800). These are also available in many law or general libraries.

B. If a serial number of a motor vehicle, trailer, or semitrailer is changed, the owner must apply for a rebuilt title.

C. Whenever the serial number is illegible, destroyed, or obliterated, the Department of Revenue will assign a distinguishing serial number to any motor vehicle, manufactured trailer that weighs over 3,000 pounds, or semitrailer or any component part thereof.

1. If a number is assigned by the department, the owner must have the number attached by an employee of the Department of Revenue or the Highway Patrol.
2. On manufactured trailers that weigh 3,000 pounds or under and homemade trailers, the county treasurer will assign a serial number that the applicant is responsible for stamping on the trailer. When the assigned number

is placed on the trailer, a physical inspection must be made of the assigned number on the trailer by a law enforcement officer and verified on the Permission for Special Serial Number form.

a. When a manufactured trailer that weighs 3,000 pounds or under is assigned a special serial number by the county treasurer, the application for title must denote the manufacturer's vehicle information (year, make, and model).

3. The vehicle will then be registered under the assigned number then such registration is required.

4. Existing liens on the motor vehicle, trailer or semitrailer must be carried forward.

5. The new title will be issued.

6. The removal, alteration, or failure to have the serial number attached is a Class 6 felony.

7. The fee for issuance and attachment of serial number is \$25.

D. If a travel trailer is converted to a trailer, a weight slip is needed. The title must be submitted for correction of the type of vehicle from a travel trailer to a trailer. A new serial number is not required. A trailer conversion does not require a new serial number, because the serial number does not distinguish and determine the type of trailer.

If a motorcycle or vehicle is changed, a new serial number is required (i.e., a motorcycle converted to a three-wheel motorcycle, title would be issued as assembled, rebuilt). A motorcycle conversion requires a new serial number, because the serial number distinguishes and determines the type of motorcycle. [64:30](#)

Snowmobiles

A. Upon the sale of any snowmobile the dealer or applicant must complete all forms to apply for title and turn in the application at the county treasurer's office.

1. A snowmobile is defined as: Any engine-driven vehicle of a type which uses sled type runners or skis with an endless belt tread or similar means of contact with the surface upon which it is operated and the vehicle does not exceed forty-eight inches in width.

B. All snowmobiles used on public and private lands and any frozen public waters within territorial limits of South Dakota must be licensed.

C. Payment of the annual license fees must be made prior to the operation of, or permitting the operation of, any snowmobile within this state.

1. The initial fees are prorated monthly and the snowmobile is registered under our staggered registration system, with expiration on the last day of the month of the year for which it was issued.

2. The snowmobile license decal stays with the snowmobile and credit is given to the new owner for any months remaining on the license.

D. Operating motorcycles as snowmobiles.

1. The motorcycle must be titled as a motorcycle, the title **is not converted to snowmobile title**. All changes to the unit must comply with the definition of a snowmobile to obtain a permit.
2. The annual permit to use a motorcycle as a snowmobile is issued by the Department of Game, Fish, and Parks.

[32-5-9.1](#); [32-5-9.2](#); [32-5-9.3](#); [32-5-84.2](#); [32-5-84](#); [32-20A-25](#)

South Dakota Requirements for Out of Country Title Documents

A. A vehicle owner titling a new or used vehicle in South Dakota from a foreign country shall present as evidence of ownership the following:

1. A Current Registration Certificate, Certificate of Title, Foreign Country Ownership Document, or Manufacturer's Statement of Origin (MSO).
 - a. *In Canada, their similar form is referred to as a New Vehicle Information Statement (NVIS), and in Europe their similar form is referred to as a European Community Certificate of Conformity.*
2. A Bill of Sale (if ownership document is not in applicant's name)

AND THE FOLLOWING IMPORT PAPERS AS PROOF OF LEGAL ENTRY

1. U.S. Customs Form 7501 (This form can be electronically signed and if it is it doesn't need a stamp. If the form is ink signed it needs a stamp from CBP)
 - a. The CBP Form 7501 is signed and stamped (if applicable) by the CBP when all the necessary documentation is received, and the vehicle meets all applicable requirements at the time of importation. This document identifies that the importation process was successful
2. EPA Form 3520-8 or EPA Form 3520-1
3. If EPA form 3520 is not submitted, then Certificate of Fact from importer attesting NHTSA guidelines were followed – 30-day time has lapsed.
4. NHTSA Form HS-7
5. For a Canadian title or registration document a **Lien Quest/Car Proof CA**

B. A vehicle owner titling a new or used boat or trailer in South Dakota from a foreign country shall present as evidence of ownership the following:

1. A Current Registration Certificate, Certificate of Title, Foreign Country Ownership Document, or Manufacturer's Statement of Origin (MSO).
 - a. *In Canada, their similar form is referred to as a New Vehicle Information Statement (NVIS), and in Europe their similar form is referred to as a European Community Certificate of Conformity.*
2. A Bill of Sale (if ownership document is not in applicant's name)

AND THE FOLLOWING IMPORT PAPERS AS PROOF OF LEGAL ENTRY

1. U.S. Customs Form 7501 (This form can be electronically signed and if it is it doesn't need a stamp. If the form is ink signed it needs a stamp from CBP)

- a. The CBP Form 7501 is signed and stamped (if applicable) by the CBP when all the necessary documentation is received, and the vehicle meets all applicable requirements at the time of importation. This document identifies that the importation process was successful

2. For a Canadian title or registration document a **Lien Quest/Car Proof CA**

The following Federal Government Agencies oversee different requirements involved in the import of vehicles:

3. Emission Standards:

- Environmental Protection Agency – (800) 223-0425, Kansas City, KS.

4. The following agencies control the Federal Motor Vehicle Safety Standards:

- National Highway Traffic and Safety Administration - (202) 366-5291, Washington D.C.
- Department of Transportation: Canadian and Foreign Imports - (202) 366-5309 Washington D.C.
- United States Customs South Dakota Port of Entry – (605)-338-4384

Title Transfers

Assignment of Certificate of Title

A. Assignment of a title must be made by the recorded owner or owners or by a fully appointed agent.

1. Papers of appointment (power of attorney) must be attached to the title document when the assignment is made by an appointed agent.
2. If a title is being put in the name of a trust, the trustee(s) must be indicated on the title.
3. If a title is issued in the name of a trust without a trustee indicated, a copy of the trust papers must be

submitted. B. Transfer of ownership must be made by an assignment on the reverse side of the certificate of title.

C. A separate bill of sale will not be accepted in addition to or in place of a South Dakota certificate of title or a required assignment.

D. A properly assigned title must be submitted to the county treasurer's office in the applicant's county of residence.

E. Licensed dealers can reassign a title.

1. Only a licensed dealer is authorized to do multiple reassignments on a title.
2. If the title does not have additional reassignment space on the back, the dealer must use a Secured Dealer Reassignment form (form not provided by the State).
3. An out-of-state title that is reassigned to an insurance company (from a state that permits such reassignments) can do multiple reassignments.

- a. South Dakota titles cannot be reassigned by an insurance company.
- F. Federal odometer regulations require that the odometer statement is completed on the title reassignment.
1. It is a Class 6 felony to falsify information on the odometer disclosure.
 2. The Division may refuse to transfer or issue a title if the owner or seller does not complete the information.
 3. Odometer disclosure information is not required for the following vehicles:
 - a. Prior to December 30,2020, a vehicle that is ten (10) or more years old.
 - b. As of December 31, 2020, beginning with model year 2011 vehicles, a vehicle that is twenty (20) or more years old.
 - c. A vehicle with a gross vehicle weight rating of more than 16,000 pounds.
 - d. Snowmobiles, manufactured homes, off-road vehicles, trailers, and boats. [32-3-30](#); [32-3-30.1](#); [32-3-38](#); [32-3-47](#); [32-3-57](#); [64:28:09](#)

Title Only

- A. In limited situations, obtaining a title without payment of motor vehicle excise tax is allowed.
1. The title only tax exemption is intended for vehicles with special circumstances.
 2. These vehicles will not operate on the streets and highways or waterways of this state or any state and must be hauled or transported to their destination and not driven over the roadways. The title only tax exemption must be requested within 45 days of the date of purchase and prior to a title being issued.
- B. In situations where title only is granted, various taxes such as sales tax, use tax and municipal taxes may be applicable based on the provisions in those tax laws.
1. Proof of payment of applicable taxes, such as bill of sale, should be submitted to the County Treasurer along with the motor vehicle title application for the title only tax exemption.
- C. When a vehicle qualifies for the title only tax exemption, the vehicle may not be registered and license plates are not issued.
1. If the vehicle is later registered and plated so it may operate on streets and highways or waterways, the motor vehicle excise tax must be paid at that time.
 2. If the vehicle is currently titled and assigned license plates, the plates must be surrendered to the County Treasurer Office upon application for the title only tax exemption.

Vehicles eligible for the title only tax exemption include:

- Racing vehicles that are not street legal and will only be driven on racetracks.
- A newly purchased vehicle wrecked prior to titling of the vehicle that will be turned over to the insurance company or otherwise disposed of and not used on the roadways.

- Abandon vehicles towed by a removal agency as outlined in law.
 - Vehicles obtained legally through a Mechanic's Lien or Unpaid Repair Bill.
 - Vehicles being awarded as a prize via an officially registered raffle within the state of South Dakota. The raffle winner will be required to title and register the vehicle in their state of residency.
 - Manufacturer Buy Back going into manufacturer's name.
3. Any person applying for the title only tax exemption must complete the motor vehicle application for title and registration application with the exemption indicated.

For policy clarification purposes, the following are exclusions from this policy:

- Travel trailers and campers (including park models) are not eligible for the title only tax exemption. These vehicles are titled and are intended to be mobile and use the roads and highways to reach their destination regardless of whether the location is temporary or permanent.
- Off road vehicles used on privately owned property for farm use. These vehicles are titled but are not required to be licensed unless they will be used on public roads.
- Certain equipment is intended for specialized use and is not eligible to be titled (and therefore not eligible for the title

only tax exemption). Examples include:

- Farm equipment or implements of husbandry such as: hay grinders, feed mixers, etc.
- Towing vehicles or auxiliary axles such as: tow dolly, flip axle, jeep, jeep booster, etc.
- Specialized mobile equipment such as: log splitters, air compressors barbeque pits, etc., which are not designed to haul ancillary items.

Title Transfer Requirements

All Title Transfers must have the following:

A. Application for a South Dakota Motor Vehicle Title.

1. Every owner of a motor vehicle that is operated or driven upon the public highways of this state must present to the county treasurer of their county an application for the registration of that vehicle. The application must be filed in the county of the new applicant's residence, in accordance with an Attorney General's opinion and state statute.
2. Any person who intentionally falsifies information required on the application or provides erroneous information is guilty of a Class 6 felony.

3. The division will not accept an incomplete application form or an application form that the Division considers inaccurate or appears to be altered.
 4. The application must be signed by the record owner(s) or by an authorized agent for the record owner(s). If the application is signed by an authorized agent, a power of attorney document must be attached to verify the appointment.
- B. A manufacturer's statement of origin (MSO) or manufacturer's certificate of origin (MCO) or title, properly assigned to the applicant, must be attached.
- C. The South Dakota driver's license or social security number of each purchaser must be given. In the case of a company, the FEIN is required. If the company is a sole proprietorship, the owner's South Dakota driver's license number or social security number may be used.
- D. If the vehicle was purchased out-of-state or from a private seller, a bill of sale, purchase order, or sales contract must be attached. If the dealer price certification on the title application is not complete and the applicant purchased the vehicle from a South Dakota dealer, a purchase order must be attached.
1. The seller of the motor vehicle must provide the purchaser with a bill of sale. The bill of sale should contain the following information:
 - a. A complete description of the vehicle (make, model, serial number).
 - b. Selling price of the vehicle.
 - c. Date of sale.
 - d. Purchaser information (name and address).
 - e. The bill of sale must be signed by the seller.
 2. If a bill of sale cannot be furnished, the excise tax will be assessed on the retail value as stated in a nationally recognized dealer's guide as approved by the Secretary of Revenue. A statement by the purchaser indicating that a bill of sale cannot be obtained must be attached, or the area indicating such on the title application must be checked.
- E. Purchase price on a vehicle is the total amount paid whether received in money, tangible trade, or otherwise.
- a. The trade-in value of any damaged motor vehicle may include the value of any check from an insurance company which is intended to cover the damages of the traded motor vehicle. The damaged vehicle and the insurance check must be turned into the dealer to receive trade-in credit.
 - b. Total amount paid must include cash down payments, cash rebates, money and any other item given as payment for the vehicle.
 - c. Discounts are allowed, but a purchase agreement is required to substantiate the discount.

- F. Payment of the correct amount of motor vehicle excise tax, a title fee, and any license fees as may be required must be collected. Failure to pay the full amount of excise tax is a Class 1 misdemeanor.

[64:28:03](#); [64:28:09](#); [64:29:02](#); [32-5B-1](#); [32-5B-4](#); [32-5B-4.1](#)

Title Transfer on Used assignment of certificate of title by Individual/Private Sale

- A. Individual or private vehicle sales have 45 days from the date of purchase to deliver or take title.
- B. The seller must provide the purchaser a seller's permit to allow for the movement of the vehicle until the title is transferred.
1. The seller will take their license plates from the vehicle.
 2. The seller's permit is valid for 45 days. Seller's permits may be obtained from a county treasurer's office or printed online at <http://mysdcars.sd.gov>.
- C. A new purchaser can obtain a 5–15-day permit for a fee of \$1 per day if extended time is necessary beyond the 45-day seller's permit. These permits are available at a county treasurer's office.

[32-5-2.9](#); [32-5-2.7](#); [32-5-107](#)

Transfer of Ownership on Abandoned Mobile/Manufactured Homes

A. Abandoned Mobile/Manufactured Home

1. If a home has been abandoned and left on leased real property, the owner of the real property may sell the home under the provisions of chapter [21-54](#) (Foreclosure of Personal Property Liens and Pledges by Advertisement).
 - a. A home is considered abandoned if the owner has not removed it within 30 days of the court issuing a writ of possession as provided in chapter [21-16](#) (Forcible Entry and Detainer). Upon issuance of the writ of possession by the court, the owner of the real property must give the owner and any lienholder (lien noted on the title) written notice of intent to sell the home pursuant to chapter [21-54](#) (foreclosure) if the home is not removed within 30 days. The notice must be sent by certified mail.
 - b. The sale is subject to any taxes owed on the home and unpaid lot rent. The unpaid lot rent may not exceed two months lot rent at the price previously agreed to by the owner of the real property and the owner of the home.
 - c. After the owner of the home has received 30 days written notice, and before the owner of the property proceeds with the sale, the property owner must provide written notice of intent to sell the home to the county treasurer where the home is located.
 - d. If the county treasurer has not issued a distress warrant and informed the property owner of such issuance within 30 days of the notice or the home has not been removed by its owner or lienholder within 30 days of the notice, the property owner may proceed with the sale pursuant to chapter [21-54](#).
 - e. If the home fails to sell at a sale held pursuant to chapter [21-54](#), title to the home vests with the property owner. The property owner can obtain an abandoned title without payment or obligation to pay any taxes owed on the home or any lien on the home at time of acquisition. However, if the property owner

intends any use of the home other than disposal, the property owner can obtain an abandoned title after paying any taxes owed on the home.

- f. If a property owner obtains a title on the home, the owner must obtain a permit to move the home. If the property owner files an affidavit with the county treasurer stating that the owner is going to move the home for the sole purpose of disposal, the treasurer must issue the permit without receiving payment of the current year's taxes. The county treasurer must deliver the affidavit to the board of county commissioners after issuance of the permit. The board must abate any taxes owed on the home.
2. An owner of an unencumbered, except for taxes owed, mobile home or manufactured home may voluntarily transfer the title of the mobile home or manufactured home, for the sole purpose of disposal, to the owner of the real property on which the mobile home or manufactured home is located.
 - a. The treasurer shall issue a title to the owner of the real property on which the mobile home or manufactured home is located without payment or obligation to pay any taxes owed on the home at the time of acquisition.
 - b. Prior to the disposal, the owner of the real property shall submit an affidavit for disposal of the mobile home or manufactured home, along with the properly endorsed title, to the county treasurer. The affidavit shall verify that the title was transferred for disposal purposes only and that no consideration was exchanged.
 - c. County treasurers must issue a permit to move the mobile home or manufactured home for disposal purposes without receiving payment of taxes owed.
 - d. The owner of the real property has 90 days from the date of the affidavit to dispose of the mobile home or manufactured home and to surrender the title to the county treasurer.
 - e. The county treasurer may allow an additional 60 days for disposal upon request by the owner of the mobile home or manufactured home upon good cause.

If the title is not surrendered to the county treasurer in a timely fashion, the owner of the real property is liable for all taxes owed on the mobile home or manufactured home.

[32-36-1](#) [32-36-2](#) [32-36-3](#) [32-36-4](#) [32-36-4.1](#) [32-36-5](#) [32-36-6](#) [32-36-7](#) [32-36-8](#) [32-36-9](#) [32-36-10](#)
[32-36-11](#)

Transfer of Ownership on Abandoned Vehicles

- A. Criteria that must be met to qualify for application for an abandoned vehicle title (this is different for mobile/manufactured homes).
 1. The vehicle must have been towed by a removal agency.
 2. Written notice, by certified mail, must have been sent to the owner and lienholder, if applicable, within 45 days of removal of the vehicle.
- B. Any owner that intentionally abandons a vehicle on any public highway or right-of-way is civilly liable to the removal company for the expense of towing and storing the vehicle.
 1. It is a class 2 misdemeanor to abandon a motor vehicle on any public highway or right-of-way.

2. A person convicted of abandoning a vehicle will be ordered to pay any reasonable towing and storage fees. The court will suspend the fine if the person pays the towing and storage fees.
- c. No removal agency may remove abandoned, wrecked, or impounded motor vehicles or other scrap metals from private property without written permission of the landowner or tenant.
 1. The Department of Revenue must provide the removal agency with the last known address of the record holder of title and any readily identifiable lienholders free of charge.
 2. If a removal agency removes any unattended vehicle from a public street or highway and the removal is not at the written request of the owner, an authorized agent of the owner, or a law enforcement officer, the removal agency must report the removal to the owner within 24 hours of removing the vehicle.
 - a. If the removal agency is unable to contact the owner, the removal agency must report the removal to the county sheriff, if the removal occurred outside any municipality, or to the chief of police if the removal occurred inside any municipality within 24 hours of removing the vehicle. b. Failure to make a report is a Class 2 misdemeanor.
 - c. The removal agency is not entitled to any towing or storage fees for the removed vehicle and no such fees may be billed or collected by the removal agency.
- d. If the vehicle is being removed by the removal agency:
 1. The sheriff, law enforcement officer, or removal agency taking custody of any vehicle has a possessory lien on the vehicle and the contents of the vehicle for reasonable costs in taking custody and storing the vehicle.
 - a. No lien on the contents of the vehicle may exceed \$500. No possessory lien attaches to the tools and implements, which a person uses and keeps for the purpose of carrying on his or her trade or business, or to any clothing or food.
 2. Within 10 to 45 days after any abandoned, wrecked, or impounded motor vehicle or other scrap metal has been removed, the removal agency shall send written notice by certified mail to the registered owner and to all readily identifiable lienholders of record at their last known address.
 - a. The notice must have the date and place of the taking, the year, the make, model and serial number of the abandoned motor vehicle, and the place where the vehicle is being held, and shall inform the owner and any lienholders of their right to reclaim the vehicle.
 - b. The notice must be on a form provided by the Department of Revenue.
 - i. **If the removal agency does not give notice within 10 days from the date of removal, no storage may be charged beyond the 10day period until the notice is mailed.**
 - ii. Notice must be sent within 45 days to qualify for an abandoned title.
1. If it is impossible to determine with reasonable certainty the identity and address of the registered owner and all lienholders, the notice must be published once in a newspaper of general circulation in the area where the motor vehicle was abandoned.
 - a. Published notices may be grouped together for convenience and economy.

4. If the record holder of title fails to claim and remove the vehicle within thirty (30) days, title to the vehicle is irrevocably vested in the removal agency.

- A. The removal agency must then apply to the county treasurer for a regular title or a junk title.
 - 3. **Once a junking certificate is issued, a regular title may never be obtained.** ○
If a regular title is issued, the title must carry a notation of "Abandon" in the transaction field on the title document, to represent an abandoned vehicle.
- B. If the owner or lienholder does not surrender the title of the vehicle or scrap metal to the removal agency, the agency must submit the following to the county treasurer:
 - 1. A completed title application.
 - 2. Copy of the written notice sent to the registered owner of record and the lienholder (if applicable).
 - 3. Copy of the tow ticket when removed from public property or copy of the written approval from the landowner when removed from private property.
 - 4. A title fees.
- C. The Department of Revenue will verify the vehicle information against the stolen vehicle file.
 - 1. If the vehicle is found to be stolen, title will not be issued.
- D. The removal agency may elect to register the vehicle at the time of application for an abandoned title.

The applicant must pay the motor vehicle excise tax, unless otherwise exempted, based on the NADA book value (if applicable), any license fees, and the title fee.

- E. A vehicle that is left on private property and not reclaimed by the owner is not subject to an abandon title unless it is towed by a removal agency. The removal agency must have written permission from the landowner.
- F. For vehicles left unclaimed for a period of 30 days, because of an unpaid repair bill on private property, refer to "Transfer of Ownership on an Unpaid Repair Bill" section.
- G. For a vehicle that is 11 years old or more that is acquired as the result of the purchase of property (for example, a farmer on whose land there is an abandoned vehicle), or similar situation, the landowner may apply for a title by submitting the following:
 - 1. If a record owner is on file, proof of notice by certified letter to the record owner and any lienholders of the intent to apply for a title, an affidavit of facts, an application for title, and a title fee.
 - 2. The division reserves the right to deny the application if it is determined that sufficient documentation is not provided to establish proper ownership of the vehicle.

This is not an abandoned vehicle transaction and the title is not branded "abandoned". [32-36](#)

Transfer of Ownership on Auction Agency

- A. Criteria that must be met for an auction agency to qualify for title to a vehicle they are in possession of that was subject to an insurance claim.

1. The vehicle must have been towed by an auction agency, at the request of an insurer.
 2. Written notice by certified mail, or a similar service that provides proof of delivery, must have been sent to the owner and lienholder, if applicable.
 3. If an owner cannot be identified, a notice must be published once in a newspaper of general circulation in the area where the motor vehicle was acquired by the auction agency.
 4. The notice is on a form prescribed by the department: **Notice of Abandoned, Unpaid Repair Bill, Storage Facility Lien, or Auction Agency Form.**
- B. Title will vest in the auction agency name if the vehicle is not reclaimed by its owner or any lienholder within 45 days from their receipt of the notice.
- C. The auction agency must submit the following to the county treasurer:
1. A completed title application.
 2. Copy of the written notice sent to the registered owner of record and the lienholder (if applicable).
 3. A title fees.
- D. The vehicle must be sold by the auction agency and any excess proceeds received from the sale, beyond the reasonable charges incurred by the auction agency, shall be paid jointly to the owner and any prior lienholder.

If the auction agency cannot identify or contact the owner or any lienholder, any excess proceeds received shall be sent to the state treasurer and treated as unclaimed property. [32-3-74](#), [32-3-75](#), [32-3-76](#)

Transfer of Ownership on Storage Lien

- A. Criteria that must be met to qualify for application for an abandoned storage facility vehicle title (this is different for mobile/manufactured homes).
1. The vehicle must have been under a rental agreement with a licensed storage facility and rent or other charges under the rental agreement have remained unpaid for 60 days.
 2. Written notice, by certified mail, must have been sent to the owner and lienholder, if applicable, within 45 days of unpaid fees.
 3. The Department of Revenue must provide the storage facility with the last known address of the record holder of title and any readily identifiable lienholders free of charge.
 4. Within 10 to 45 days after any abandoned due to 60 days of unpaid storage fees, the storage facility shall send written notice by certified mail to the registered owner and to all readily identifiable lienholders of record at their last known address.

- a. The notice must have the year, make, model and serial number of the abandoned motor vehicle, and the place where the vehicle has been stored, and shall inform the owner and any lienholders of their right to reclaim the vehicle.
- b. The notice must be on a form provided by the Department of Revenue.
 - i. **If the storage facility does not give notice within 10 days from the default of payment, no storage may be charged beyond the 10-day period until the notice is mailed.**
 - ii. Notice must be sent within 45 days to qualify for an abandoned title.
- B. If it is impossible to determine with reasonable certainty the identity and address of the registered owner and all lienholders, the notice must be published once in a newspaper of general circulation in the area where the motor vehicle was abandoned.
 - a. Published notices may be grouped together for convenience and economy.
 1. If the record holder of title fails to claim and remove the vehicle within thirty (30) days, title to the vehicle is irrevocably vested in the storage facility.
- C. The storage facility must then apply to the county treasurer for a regular title or a junk title.
 1. **Once a junking certificate is issued, a regular title may never be obtained.**
 2. If a regular title is issued, the title must carry a notation of "Abandon" in the transaction field on the title document, to represent an abandoned vehicle.
- D. If the owner or lienholder does not reclaim the vehicle or pay the storage fees, the facility must submit the following to the county treasurer:
 1. A completed title application.
 2. Copy of the written notice sent to the registered owner of record and the lienholder (if applicable).
 3. A copy of the storage rental agreement.
 4. A title fees.
- E. The Department of Revenue will verify the vehicle information against the stolen vehicle file.
 1. If the vehicle is found to be stolen, title will not be issued.
- F. The storage facility may elect to register the vehicle at the time of application for an abandoned title.
 1. If choosing to register the vehicle, the applicant must pay the motor vehicle excise tax, unless otherwise exempted, based on the NADA book value (if applicable), any license fees, and the title fee.

For vehicles left unclaimed for a period of 30 days, because of an unpaid repair bill on private property, refer to Transfer of Ownership on an Unpaid Repair Bill" section. [44-14-2](#), [44-14-3\(13\)](#)

Transfer of Ownership on Unpaid Repair Bill Vehicle Unclaimed Vehicle

The unclaimed vehicle due to unpaid repair bill is a means for repair facilities to re-coup unpaid fees due on the repair of motor vehicles. The title to any motor vehicle left at a repair facility with an unpaid bill vest in the repair facility. The procedure is as follows:

- The repair facility must send notice by certified mail to the owner of record and any lienholders noted on the title. (MVD will provide owner/lienholder information through the DPPA process [free of charge](#).)
- If owner and lienholder information cannot be furnished, the repair shop may publish notice in the newspaper in the area the vehicle was left for repair.
- The owner/lienholder/insurer may reclaim the vehicle within 30 days of notice by paying the repair bill.
- Thirty (30) days after the repair facility sends notice to the owner/lienholder/insurer, title vests in the repair facility and the vehicle must be sold at public auction.
- Any money more than the repair bill must be forwarded to the owner/lienholder. If the owner/lienholder/insurer is unidentifiable the excess money must be forwarded to the state treasurer and treated as unclaimed property.

The unclaimed vehicle due to unpaid repair bill procedure **does not apply** to boats or off-road vehicles nor does it include storage fees.

- A. A person may apply for a title on a vehicle that is left unclaimed, as the result of an unpaid repair bill on private property for a period of 30 days.
 1. Written notice of intent to apply for a title must be given the owner at the last known address, and any lienholder or identifiable insurer by certified mail.
 1. The notice is on a form prescribed by the department: **Notice of Abandoned, Unpaid Repair Bill, Storage Facility Lien, or Auction Agency**.
- B. If an owner cannot be identified, a notice must be published once in a newspaper where the vehicle was left for repair.
- C. Title will vest with the person to whom the unpaid repair bill is payable and who has complied with all the requirements after 30 days from the date the notice was sent.
- D. If the owner, insurer, or lienholder intends to reclaim the vehicle, notification of intent to reclaim the vehicle must be sent to the department and the repair facility within 30 days of receipt of the notice.
 1. If the vehicle is not reclaimed or removed within 30 days after mailing of the notice of intent to reclaim the vehicle, title irrevocably vests in the person to whom the repair bill is payable and who has complied with the requirements.
- E. The vehicle must be sold at public auction and any excess money above settlement of the debt must be forwarded to the prior owner, insurer, and any other party with a legal interest in the vehicle. It is not necessary to use an actual "auctioneer" to conduct the sale.
- F. If the owner, insurer, and any lienholders are unidentifiable or not able to be contacted, the excess money shall be sent to the state treasurer and treated as unclaimed property.

- G. An application for title along with a copy of the completed form and title fee are submitted to the county treasurer's office of the applicant's county of residence.

[32-3-67](#); [32-3-69](#); [32-3-68](#); [21-54-5](#)

Titling Leased/Rented Motor Vehicles

A. Definitions:

1. "Leased vehicle," A motor vehicle titled in the name of a leasing company or the individual leasing the motor vehicle, which is leased for a period of more than 28 days.
2. "Rental vehicle," A motor vehicle or motorcycle (as of July 1, 2015) titled in the name of a rental company licensed under 10-45 (sales tax license) which is rented for 28 days or less; or a trailer which is titled in the name of a rental company licensed under chapter 10-45 (sales tax license) and that has a shipping or empty weight of 9,000 pounds or more, that is rented for 6 months or less and that is not consecutively rented to the same person for more than one 6-month period.

B. CLOSED LEASE (TERMS OF THE LEASE ARE KNOWN AT THE TIME THE CONTRACT IS EXECUTED). Vehicles with a gross vehicle weight rating of less than 16,000 pounds, motorcycles, leased for more than 28 days.

1. The lessor must title and license the vehicle. In the case of a leasing company within a dealership, the leasing company name must be separate and distinct from that of the dealership.
2. The lessor and the lessee's name must appear on the title.
3. Under plate with owner, either the lessor or the lessee is the owner of the plates and upon sale or transfer of the vehicle can remove the plates, which can then be attached to a newly acquired vehicle upon title and registration of the newly acquired vehicle through the county treasurer.
4. The lessor or the lessee must pay the motor vehicle excise tax on the purchase price of the vehicle (purchase price as defined in 3a).
 - a. Purchase price on a leased vehicle that is a closed lease (terms of the lease are known at the time the contract is executed) is the total consideration whether received in money or otherwise. Total consideration is all lease payments, including cash, rebates, the net trade in, extended warranties, administrative fees, acquisition fees, or any other fees assessed on the purchase of the vehicle. Total consideration does not include title fees, registration fees, vehicle excise tax, federal excise tax attributable to the sale of the vehicle to the owner or to the lease of the vehicle by the owner, insurance, and refundable deposits.
 - b. Calculation of the tax shall be done on the tax worksheet entitled South Dakota Closed Lease Tax Worksheet. A copy of the worksheet must accompany the application for title and registration. The signature area must be completed on the worksheet or the purchase price must be certified on the application for title and registration.
 - c. A copy of the lease agreement is required; however, leasing companies that lease to large companies/corporations for confidentiality reasons do not want to supply the 30-to-100-page lease agreement. In these situations, please obtain the attachment to the lease known as a Schedule A. If the Schedule A has the vehicle information, the lessor and lessee names, the terms of the lease (which includes

the monthly payment, the dates involved, information about the end of the lease), and signatures of the lessor and lessee, the actual lease agreement is not required.

5. If the term of the lease is extended or if the vehicle is leased for an additional period; excise tax is assessed on the additional lease payments and must be paid by the lessor.
 - a. If additional consideration is paid during the lease or upon termination of the lease, the excise tax is assessed on such amount and is to be paid by the lessor.
 1. Additional consideration does not include a late fee that a lessor may assess a lessee on a late lease payment.
 - b. The South Dakota tax worksheet entitled, South Dakota Extended or Additional Consideration Lease Tax Worksheet is to be used to remit the additional tax.
 - c. The title does not have to be submitted but can be if the lessor wants the additional tax to be shown on the title. If the title is submitted a title fee is required.
6. If the lessee buys the vehicle at the end of the lease, excise tax is assessed on the purchase price of the vehicle at the end of the lease.
 - a. The lessor/dealer must assign and deliver the title to the lessee along with an application certifying the purchase price of the vehicle and the required fees and taxes must be paid to the lessee's county treasurer's office.
 - b. If a lease is terminated prior to the termination date contained in the lease agreement, no refund is given for tax previously paid.
 - c. If prior to the expiration of a lease, the leased vehicle is destroyed by fire, accident, or vandalism to the extent that it constitutes a total loss of the vehicle, credit for the lease tax paid for the period remaining on the previous lease is allowed if another vehicle is substituted under the original lease or a new lease is executed with the intent to replace the vehicle subject to the previous lease.
 1. The new lease or substituted vehicle under the original lease must be executed by the same lessor and lessee for lease of a vehicle of the same or similar make, model, year, and options as the vehicle subject to the previous lease.
 2. The lease must be for the remaining lease period as the previous lease, for the same lease price and under the same lease terms as the previous lease.
7. Leased vehicles entering the state under a lease are subject to tax on the date the vehicle enters this state for the remaining months in the lease period.
 - a. Credit is given for tax that has been paid up-front to another state. The applicant must submit proof of payment of the tax. The lessee and the lessor must remain the same. Calculation of the tax should be done on the South Dakota Closed Lease Tax Worksheet. A copy of the lease is required. [No credit is given if payment of the tax on a lease was being made to another state monthly.]
 - b. In the event tax was being paid by the lessee to another state monthly, the county treasurer shall require the leasing company making application for title and license to submit a completed application for title

and registration, a South Dakota Lease Tax Worksheet for Out-Of-State Vehicle Lease, and a copy of the lease agreement.

8. When entering a lease transaction on the computer system that falls under Section 6A above, in which more tax has been paid to another state than is due South Dakota, the purchase price, as indicated on the worksheet is entered, the amount of tax paid to the other state is shown as a credit, and no amount is entered in the tax amount area.

C. OPEN-END LEASE (TERMS OF THE LEASE ARE NOT CERTAIN AT THE TIME THE LEASE IS EXECUTED OR THE LEASE IS OPEN-ENDED).

Vehicles with a gross vehicle weight rating of less than 16,000 pounds, motorcycles, and off-road vehicles, leased for more than 28 days.

1. The lessor must title and license the vehicle. In the case of a leasing company within a dealership, the leasing company name must be separate and distinct from that of the dealership.
2. The lessor and the lessee's name must appear on the title.
3. The lessor or the lessee must pay the motor vehicle excise tax on the purchase price of the vehicle (purchase price as defined in 3a).
 - a. Purchase price on a leased vehicle in which the terms of the lease are either not certain at the time the lease contract is executed or the lease is open-ended, shall be the total consideration whether received in money or otherwise. Total consideration includes the purchase price of the vehicle, plus cash, rebates, net trade-in, extended warranties, administrative fees, acquisition fees, or any other fees assessed on the purchase of the vehicle. Total consideration does not include title fees, registration fees, excise tax, federal excise tax, insurance, and refundable deposits.
 - b. Credit is given for tax previously paid to another state. The applicant must submit proof of payment of the tax. The lessor and the lessee must remain the same.
 - c. No lease tax worksheet is required on an open-end lease. A document from the lessor indicating it is an open-end lease must accompany the application for title.
 - d. The purchase price of the vehicle is certified by the dealer on the application for title (MV608) or a purchase order must be submitted to substantiate the vehicles' purchase price.
 - e. Unless the lessee is not indicated on the paperwork, a copy of the lease agreement is not required.

D. OPEN-END LEASE (TERMS OF THE LEASE ARE NOT CERTAIN AT THE TIME THE LEASE IS EXECUTED OR THE LEASE IS OPEN-ENDED) Vehicles with a gross vehicle weight rating of 16,000 pounds or more, leased for more than 28 days.

1. The lessor must title and license the vehicle. In the case of a leasing company within a dealership, the leasing company name must be separate and distinct from that of the dealership.
2. The lessor and the lessee's name must appear on the title.

3. The lessor or the lessee must pay the motor vehicle excise tax on the purchase price of the vehicle. A bill of sale or purchase order is needed to establish purchase price unless the dealer price certification on the application is completed.
 - a. Purchase price on a leased vehicle with a gross vehicle weight rating of 16,000 pounds or more is the total consideration whether received in money or otherwise. [Total consideration is the lessor's purchase price.]
 - b. In the case of a lessor/lessee situation in which a lease vehicle is traded into a dealer on another lease (no buy-out takes place and the trade takes place with the same leasing company), the trade-in allowance is granted if the trade-in vehicle is in either the lessor or the lessee's name. If the lessee's name does not appear on the title, a copy of the lease agreement or other supporting documentation indicating that the lessee was responsible for payment of the excise tax is required.
4. If the lessee pays the tax and subsequently purchases the vehicle, the lessee must title the vehicle and shall receive credit for tax paid (on a South Dakota title that denotes the lessee and lessor, a copy of the lease agreement is not required).
5. Out-of-state leasing companies titling and licensing a leased vehicle in South Dakota that has been previously titled and licensed in another state shall be exempt from the motor vehicle excise tax to the extent that an equal and similar amount of registration fee, sales tax, use tax, state excise tax (in dollars) has been paid in such other state. The lessee must remain the same.
 - a. The county treasurer must require the leasing company making application for title of a vehicle to provide proof that a similar and equal amount of tax has been paid in another state.
 - b. If sufficient proof is not furnished at the time of application, the county treasurer must collect the full amount of the 4% motor vehicle excise tax.

E. Vehicles rented for 28 days or less (includes automobiles, pickups, and vans) licensed under the noncommercial license fee schedule (SDCL 32-5-6) with a manufacturer shipping weight, including accessories, of 10,000 pounds or less; trailers with an empty or shipping weight of 9,000 pounds or more that are rented for six months or less that display a trailer ID (U) plate (32-5.8.1).

1. Exempt from the motor vehicle excise tax.
 - a. A tax of 4 1/2% is imposed upon the gross receipts of any person renting motor vehicles, including motorcycles (**not off-road vehicles**), for 28 days or less. This tax is in addition to any taxes levied pursuant to chapter 10-45, 10-45D and 10- 52 on rentals of 28 days or less.
 1. Exemption code 19 should be used on the application for title.
 2. Title must be issued in the name of the rental company.
 3. If the rental company is within a dealership, the rental company name must be separate and distinct from that of the dealership.
 4. If the lessee is a rental company leasing vehicles for use in a daily rental operation, the rental company must be indicated on the title as the lessee.

- b. The rental company remits the gross receipts tax and the rental sales tax to the Sales Tax Office of the Department of Revenue on the Sales Tax Return.

Title applications on rental vehicles must include the rental company's sales tax number.

[32-5B-19](#), [32-5B-20](#), [32-5B-21](#)

Title Changes

Corrections/Recalls of South Dakota Certificate of Title/Registration

- A. Either the county treasurer, the dealer, or the owner shall return certificates of title with errors for correction to the department with a statement of facts explaining the reason for the correction. The dealer and owner are responsible for assuring that the issued title contains accurate and correct information.
- B. On assignment of South Dakota certificate of title, it will be the responsibility of the purchaser to verify that their name is written correct and that their name and address are legible.
- C. A correction is free of charge when the Motor Vehicle Division is responsible for the error. When the applicant is responsible for the error, a title fee is due.
- D. A certificate of title with an error is returned to the county treasurer with a statement of facts for correction. The title fee is collected. If the fee is not required, it will be returned.
- E. A current odometer reading, when applicable, must be submitted with the request for correction.
- F. If it is determined that the titleholder or lienholder was not entitled to a title or registration already issued, the division must send a certified notice to the titleholder or lienholder that the title or license plate will be revoked and canceled 10 days after the date of receipt, refusal to accept receipt, or the last day the postal service attempted delivery. The notice will demand that the titleholder or lienholder return the title or license plates.
 1. If the owner or lienholder believes that the title or registration should not be revoked, the owner may request, in writing, a hearing. The hearing must be requested before the effective date of the title or registration revocation.
 2. Intentional use of title after receiving the department's notice of revocation is a Class 1 misdemeanor.
[64:28:10:03](#); [64:28:10:02](#); [64:28:10:01](#)

Serial Numbers

- A. If a serial number of a motor vehicle, trailer, or semitrailer is changed, the owner must make application for a rebuilt title.
- B. Whenever the serial number is illegible, destroyed, or obliterated, the Department of Revenue must assign a distinguishing serial number to any motor vehicle, manufactured trailer that weighs over 3,000 pounds, or semitrailer or any component part thereof.
 1. If a number is assigned by the department, the owner must have the number attached by an employee of the Department of Revenue or the Highway Patrol.
 2. On manufactured trailers that weigh 3,000 pounds or under and homemade trailers, the county treasurer must assign a serial number that the applicant is responsible for stamping on the trailer. Upon placement of the

assigned number on the trailer, a physical inspection must be made of the assigned number on the trailer by a law enforcement officer and verified thereto on the Permission for Special Serial Number form

- a. When a manufactured trailer that weighs 3,000 pounds or under is assigned a special serial number by the county treasurer, the application for title must indicate the manufacturer's vehicle information (year, make, and model).
3. The vehicle must then be registered under the assigned number.
4. Existing liens on the motor vehicle, trailer or semitrailer will be carried forward.
5. The new title must be delivered to the owner, unless otherwise directed by the owner, on surrender of the former certificate of title.
6. The removal, alteration, or failure to have the serial number attached is a Class 6 felony.
7. The fee for issuance and attachment of serial number is \$25. C. If a travel trailer is converted to a trailer:
 1. Weight slip is required.
 2. The title must be submitted for correction of the type of vehicle from a travel trailer to a trailer.
 3. A new serial number is not required. A trailer conversion does not require a new serial number, because the serial number does not distinguish and determine the type of trailer.

D. If a motorcycle or vehicle is changed: (i.e., a motorcycle converted to a three-wheel motorcycle, title is issued as assembled, rebuilt)

1. A new serial number is required. A motorcycle conversion requires a new serial number, because the serial number distinguishes and determines the type of motorcycle.

[64:30:02:02](#); [64:30:02:03](#);

Void Certificate of Title

- A. Any alteration or correction on the certificate of title, either on the face or reverse side of the document, voids the certificate of title.
- B. Only one certificate of title can be in existence on a vehicle.
- C. The issuance of a duplicate certificate of title will automatically void the previously issued document.
- D. When an original certificate of title is lost and a duplicate certificate of title issued, if the original title is found, the original title will be void and forwarded to the Motor Vehicle Division. [64:28:07:01](#); [64:28:07:02](#); [64:28:07:03](#)

Unconventional Motor Vehicles

Destroyed Vehicles

- A. When a vehicle is permanently destroyed, crushed, or compacted so that it can no longer be used on the public highways or used for parts, the owner should remove the plates. If the plates are valid (not expired), they may be assigned to a newly acquired vehicle, upon proper registration of the vehicle with the county treasurer.
 - 1. Once unattached, expired plates are no longer valid and should be destroyed.
- B. The title certificate should be submitted within 15 days to the Motor Vehicle Division or the county treasurer. An affidavit from the owner, stating that the vehicle has been destroyed, is required.
- C. The division shall cancel the title on its records but shall keep an appropriate record of all vehicles destroyed, crushed, or compacted and denoting the name and address of the last owner.
- D. If the title shows any lien, the lienholder's consent to the cancellation, shall be endorsed on the certificate of title.
- E. It is a Class 6 felony for the owner to remove the vehicle's identification number or other identification numbers.
[32-3-51](#)

Mini Trucks

- A. Mini Trucks
 - 1. Any vehicle that is not manufactured to US standards that is imported as agriculture equipment is considered an unconventional vehicle. These units will be titled as an off-road vehicle.
 - 2. The person selling these units must title the unit prior to selling it. Motor vehicle excise tax is due at time of application for title.
 - 3. A Green Export Certificate, Combined Transport Bill of Lading, and US Department of Homeland Security Bureau of Customs and Border Protection Entry/Immediate Delivery document (import form), and translations of documents (if applicable) must be attached.
 - 4. A motorcycle plate will be issued, and an Off-Road Vehicle affidavit must be submitted.
 - 5. The licensed unconventional vehicle may not be operated on the interstate highway.

Junking Certificate/Parts Only Vehicle Record

Any owner of a motor vehicle that is being dismantled for the purpose of selling its parts shall apply for a junking certificate or shall have the record converted to a junking certificate/part only record.

A junking certificate is not issued on a manufactured home or a snowmobile.

A. If an owner prefers that a vehicle be permanently removed from the roads and highways, a junking certificate may be applied for.

1. If a junking certificate is issued for a motor vehicle, it may never be issued a regular title.

2. Application for Junking Certificate:

a. The certificate of title must accompany an application for junking certificate.

b. If the title shows any liens, the lienholder's consent to the issuance of the junking certificate shall be endorsed on the title. c. A title fee is required.

d. The South Dakota driver's license or social security number of each applicant must be given. In the case of a company, the FEIN is required. If the company is a sole proprietorship, the owner's social security number or driver's license number may be used.

B. In the event the vehicle displays valid plates, the owner should remove the plates. If the plates are valid (not expired), they may be assigned to a newly acquired vehicle, upon proper registration of the vehicle with the county treasurer.

1. Once unattached, expired plates are no longer valid and should

be destroyed. C. Procedure for "Parts Only Vehicle" record conversion.

1. This procedure applies to South Dakota titled and out-of-state titled vehicles.

a. When a vehicle is being dismantled for the purpose of selling its parts, a recycler/salvage dealer may request that the Division of Motor Vehicles convert the vehicle's record to a "Junking Certificate/Parts Only" record.

b. This shall be accomplished by stamping the front and back of the South Dakota or out-of-state title as "parts only vehicle." Care should be taken to assure that pertinent title information is not covered by the stamp.

c. The stamp must contain the name and address of the dealer.

d. The original stamped title must be submitted to the division, with a copy of the front and back of the title (after stamping) being retained by the dealer (retention shall be for 5 years after the vehicle is dismantled).

e. The division will cancel the title by using a code that designates the vehicle as a part's only vehicle. In this situation, a certificate of title is not issued.

2. When a stamped South Dakota or out-of-state title that has not been issued in the name of the dealer is submitted for conversion of the record to a "parts only vehicle," a \$5 fee is assessed (fee must be submitted with title). The fee covers the cost of adding and/or updating a record to reflect current ownership information. A fee is not assessed when a South Dakota title that is already in the name of the dealer is submitted for conversion to a "parts only vehicle" record.

- a. At the option of the dealer and in place of the above "parts only vehicle" record conversion procedure, when a vehicle is being dismantled for the purpose of selling its parts, application for a junk certificate of title shall be made. In this situation, a title is issued.

SAMPLE OF STAMP:

PARTS ONLY VEHICLE SMITH RECYCLING
000 MAIN
ANYTOWN USA [32-3-51.12](#); [32-3-51.17](#)

Homemade Trailers

- A. A homemade trailer that weighs less than 3000 pounds must obtain an assigned serial number from the county treasurer's office.
 1. The owner shall permanently affix the assigned number to the neck of the trailer and have any South Dakota law enforcement officer certify on the permission for special serial number form that the number was properly affixed to the trailer.
 2. A weight slip must accompany the application for title and permission for special serial number form.
- B. Application for a title on a motor vehicle manufactured by a person who registers it under the laws of this state.
 1. Every owner of a motor vehicle that is operated or driven upon the public highways of this state shall present to the county treasurer of his county an application for the registration of that vehicle. The application must be filed in the county of the new applicant's residence.
 2. The South Dakota driver's license or social security number of each applicant must be given. In the case of a company, the FEIN is required. If the company is a sole proprietorship, the owner's social security number or driver's license number may be used.
 3. Any person who intentionally falsifies information required on the application or provides erroneous information is guilty of a Class 6 felony.
 4. The division will not accept an incomplete application form or an application form, which the division considers erroneous.
 5. The application must be signed by the record owner(s) or by an authorized agent for the record owner(s). If the application is signed by an authorized agent, a power of attorney document must be attached to verify the appointment.
- C. No excise tax is assessed on first application for homemade trailer, as sales tax has been assessed on the materials purchased to construct the trailer. Tax Code 97 should be used on the initial application.
 1. Excise tax is assessed on the purchase price on all future transactions.
- D. Payment of a title fee and any license fees as may be required must be collected.
- E. All the above-indicated forms, properly completed, must be submitted to the applicant's county treasurer.
SDAR [64:30:05:06](#) SDCL [32-3-22](#)

Rebuilt Vehicle

- A. To license a rebuilt vehicle, the owner must apply for a Rebuilt branded title. Vehicle must be in running order before the original forms are submitted to our office. [A snowmobile is subject to the rebuilt process, but a title branded rebuilt is not issued on a snowmobile.]
1. Application for title and title fee
 2. Affidavit for Rebuilt Vehicle form
 3. Titles or bills of sale establishing ownership must be attached.
 4. Receipts for parts must be attached.
 5. \$25 special serial number fee (check is to be made out to applicant's county treasurer).
 6. Submit all completed form to county treasurer.
- B. Rebuilt vehicles are subject to inspection by the Highway Patrol or an employee of the Department of Revenue.
- C. The year on the rebuilt title shall be the year indicated in the identification number. If the identification number is missing, the year shall be the year of the body. If the year of the body is indistinguishable, then the year on the title shall be the year the vehicle was rebuilt.
- D. Once a title is branded Rebuilt, the brand will remain for the life of the vehicle.
- E. When a rebuilt vehicle is eligible for South Dakota license and registration, the motor vehicle excise tax will be based on the actual cost of the vehicle.
- a. Any part used in a rebuilt motor vehicle or motor vehicle manufactured by an applicant, previously subjected to sales tax, use tax, motor vehicle excise tax, or similar tax by this or any other state or its political subdivision, is not subject to the motor vehicle excise tax, if the applicant applies for registration of the motor vehicle in this state within five (5) years from the purchase date of the part.
- F. A temporary permit may be used when the vehicle is travelling to the place of inspection.
- G. After the motor vehicle is inspected, the owner may take his copy of the certificate of inspection to the county treasurer, purchase his license plates and pay any tax owed. Once the Division of Motor Vehicles is notified that the inspection is complete and has verified that the correct amount of tax has been paid, a rebuilt title will be issued.
- H. A vehicle title stamped as non-rebuildable, parts-only, junk, or a similar vehicle brand from another state can only be issued a South Dakota junking certificate. A rebuilt title cannot be issued on the vehicle. The vehicle may be used as parts to rebuild another vehicle.
- I. A motorcycle that is built with all new parts; has a 17-digit serial number on the frame; and has an MSO (Manufactures Statement of Origin) on the major parts (frame, engine, and transmission), does not require the \$25 special serial number fee. The motorcycle may be inspected. The make of the motorcycle will be "Kit" and the model will be "Custom". [64:30:05:08](#); [64:30:05:02](#); [64:30:05:06](#); [64:30:05:07](#); [64:30:05:09](#); [64:30:05:11](#); [64:30:05:12](#)

Fertilizer Vehicles

A. Any self-propelled agricultural application unit is not required to be titled and licensed

1. The term, self-propelled agricultural application unit, is defined as equipment designed and used exclusively to carry and apply fertilizer, pesticides, or related products for agricultural purposes. It doesn't include an application unit attached to a motor vehicle chassis. [32-9-3 32-5B](#)

Trailers Exempt from Licensing

A. The following categories of trailers and/or semitrailers are exempt from vehicle licensing requirements (these trailers can be titled).

1. Auxiliary axles: This includes converter dollies, converter gears, jeep axles, etc.
2. Implements of husbandry: This includes hay grinders, feed mixers, grain cleaning machines, livestock loading chutes, etc.
 - a. The only farm trailers on which a license plate is required are stock trailers, gooseneck trailers and semitrailers.
3. Special mobile equipment: This includes log splitters, air compressors, welders, generators, cement mixers, street sweepers, barbecue pits, tar pits, stump grinders, tree chippers, tree spades, etc. (These are specialized trailers on which only the special equipment is hauled on the trailer. In the event anything additional is hauled on or in the trailer, the trailer must be titled and licensed.)
4. Car tote or tow dolly: This includes the device often seen behind a motor home used for transporting a car behind the motor home. The vehicle being towed must be licensed. [64:28:01:02](#)

Truck Tractor Converted to a Motor Home

- A. To become a motor home, the truck tractor shall be modified to include a vehicular type of unit **built on the tractor's chassis** and designed primarily as temporary living quarters for recreational, camping, vacation, or travel use.
- B. A truck tractor that has been modified to become a motor home must be equipped with at least 5 out of the following 7 established criteria to be titled and registered as a motor home:
 1. Cooking facilities.
 2. Heating or air conditioning system separate from vehicle engine or vehicle engine electrical system.
 3. Self-contained toilet or toilet connected to a plumbing system with connection for external water disposal.
 4. Portable water supply, including plumbing and a sink with faucet either self-contained or with connections for an external source.
 5. Sleeping facilities.

6. Refrigerator.

7. 110- or 115-volt system separate from the vehicle engine electrical system either with its own power supply or with a connection for an external source or a liquefied petroleum system and supply.

a. The systems in 2, 3, 4, and 7 must be permanently installed and meet American National Standards Institute and National Fire Protection Association standards in effect on the date of manufacture.

C. When a motor home is used to transport a motor vehicle, boat, or animal to a race, tournament, show, or similar event, it is not considered to be engaged in a private business use if:

1. Any prize money received from participating in the activity is declared as ordinary income for tax purposes.

2. The cost of participating in the activity is not deducted as a business expense for tax purposes.

3. No corporate sponsorship exceeding \$2,000 in any one calendar year.

D. If the vehicle is being used to tow a trailer, the trailer does not qualify for a permanent trailer identification plate. The trailer must display a noncommercial trailer plate.

E. The Motor Vehicle Division provides the form for the affidavit. [32-3-65](#)

Amphibious Vehicles (combination off road vehicle/boat)

A. An amphibious vehicle must be titled as an Off-Road Vehicle, and an interstate record is created for the boat.

1. Excise tax is collected when applying for title.

2. Two applications must be completed for amphibious vehicles (Off Road Vehicle/boat).

B. Off Road Vehicle and boat must be titled. Licensing is optional unless the Off-Road Vehicle is used on public roads/waters, then it must be licensed.

1. Off Road Vehicle Affidavit must be completed to license as a motorcycle.

Boat license must be purchased before operating the vehicle in the waters, a boat number will be assigned.

