Section: 4. Motor Vehicle Registration Requirements

Effective Date: 04/03/1995

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Authority: Administrative

General: When a storage facility applies for a permit to sell and fails to receive it even though the Office of Motor Vehicles has the correct mailing address, a duplicate permit at no charge can be issued provided the storage facility contacts the Office of Motor Vehicles in writing within sixty (60) from the date the application was processed.

Requirements:

- A notarized affidavit from the storage facility stating that the original permit was never received must be submitted.
- The complete description (make, year, model, body style, and vehicle identification number) of the vehicle must be shown on the affidavit.
- A request for a replacement permit should not be accepted for at least thirty (30) days after the issuance of the original permit in order that time is allowed for the postal system to return the original to the Department if it is undeliverable.
- If over sixty (60) days before department is notified that the permit was not received, the $15.00 replacement fee is needed for a duplicate permit to sell or permit to dismantle (if issued in lieu of a permit to sell).
- All requests must be directed to the Stored Vehicle Unit, Headquarters.