

DEPARTMENT OF MOTOR VEHICLES  
Agency of Transportation  
[dmv.vermont.gov](http://dmv.vermont.gov)

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**DEALER INFORMATION**

|   |                        |  |                           |   |               |
|---|------------------------|--|---------------------------|---|---------------|
| <b>APPLICATION TYPE</b> <i>(check one box only)</i><br><input type="checkbox"/> New Dealer Application <input type="checkbox"/> Name Change<br><input type="checkbox"/> Location Change <input type="checkbox"/> Second Location<br><input type="checkbox"/> Other _____  |                        | <b>TERM:</b><br><input type="checkbox"/> One Year<br><input type="checkbox"/> Two Year <b>(Registration Fee Multiplied by (2) Two)</b> |                           | <b>TYPE OF ORGANIZATION:</b><br><input type="checkbox"/> Individual<br><input type="checkbox"/> Partnership<br><input type="checkbox"/> Corporation |               |
| <b>DEALER TYPE</b> <i>(Check the type(s) of dealership registration applied/reapplied for)</i><br><div style="display: flex; flex-wrap: wrap;"> <div style="width: 33%;"><input type="checkbox"/> All-Terrain Vehicle (ATV)</div> <div style="width: 33%;"><input type="checkbox"/> Finance Car (FCD)</div> <div style="width: 33%;"><input type="checkbox"/> Motorcycle/Motor-Driven Cycle (DLM)</div> <div style="width: 33%;"><input type="checkbox"/> Trailer (DLT)</div> <div style="width: 33%;"><input type="checkbox"/> Auction (ACD)</div> <div style="width: 33%;"><input type="checkbox"/> Highway Building Equipment (DLH)</div> <div style="width: 33%;"><input type="checkbox"/> New Car (NCD)</div> <div style="width: 33%;"><input type="checkbox"/> Used Car (UCD)</div> <div style="width: 33%;"><input type="checkbox"/> Farm Equipment (DLF)</div> <div style="width: 33%;"><input type="checkbox"/> Motorboat (MBD)</div> <div style="width: 33%;"><input type="checkbox"/> Snowmobile (SMD)</div> <div style="width: 33%;"><input type="checkbox"/> Non-Franchised Zero-Emission Manufacturer (EV)</div> </div> |                        |  |                           |   |               |
| Legal Name of Dealership  |                        |  | Public Name of Dealership |   |               |
| Physical Location   |                        | City   | State                     | Zip   |               |
| Mailing Address (if different than physical)  |                        | City   | State                     | Zip   |               |
| Phone Number  |                        | Federal ID Number  | Vermont Tax ID Number     |   | Dealer Number |
| Title   | Custodian of Documents |  | Email Address             |   |               |

**ALL APPLICANTS MUST ANSWER QUESTIONS 1-11.** Please include proof of insurance as provided in 23 VSA § 800.

|  |             |                  |                       |                      |
|--|-------------|------------------|-----------------------|----------------------|
| 1. If a partnership/corporation, list the complete name(s) of all partners/corporate officers and their dates of birth. If an individual owns the business, print their complete name and date of birth. Include the driver's license number for all listed.   | <b>Name</b> | <b>License #</b> | <b>Position/Title</b> | <b>Date of Birth</b> |
|  |             |                  |                       |                      |
|  |             |                  |                       |                      |
| 2. <b>New Car Dealers Only;</b> Do you hold a written contract with a manufacturer/distributor giving, or selling rights on new vehicles? <b>If yes indicate with whom below:</b> <div style="text-align: right;"><input type="checkbox"/> Yes    <input type="checkbox"/> No</div> <div style="display: flex; justify-content: space-between;"> <div>Name: _____</div> <div>Address: _____</div> </div> <div>Make(s) of vehicle(s) handled: _____</div>   |             |                  |                       |                      |
| 3. As a Dealer, I certify that I either own the property and building where my dealership is located, or they are leased and: <div style="display: flex; justify-content: flex-end;"> <input type="checkbox"/> Lease    <input type="checkbox"/> Own         </div> <div style="display: flex;"> <div style="width: 80%;">           a. the lease expires on (mm/dd/yyyy) _____, or<br/>           b. the lease is subject to automatic renewals every _____ years until 20____.         </div> </div> |             |                  |                       |                      |
| 4. Have you or has any other person listed in Question #1 ever been convicted of a violation of dealer's laws or regulations in this or any other jurisdiction? <div style="text-align: right;"><input type="checkbox"/> Yes    <input type="checkbox"/> No</div>  |             |                  |                       |                      |
| 5. Have you or has any other person, as listed in Question #1, been connected in any way with a dealership, the appointment or registration of which has been suspended, revoked, or refused? <div style="text-align: right;"><input type="checkbox"/> Yes    <input type="checkbox"/> No</div>  |             |                  |                       |                      |
| 6. Are all persons in full compliance with local zoning regulations and have you obtained approval from a similar local authority to operate this dealer business at the requested location? <div style="text-align: right;"><input type="checkbox"/> Yes    <input type="checkbox"/> No</div>   |             |                  |                       |                      |
| 7. As a dealer, you are required to provide and maintain your schedule of operations. In the space below, list your business hours and days during which you will be operating if your application is approved. Use attachment if necessary. <b>Note:</b> Must be open 146 days a year. Six (6) hours per day with a minimum of four (4) hours between 6 am – 6 pm. <div style="height: 40px; border: 1px solid black; margin-top: 5px;"></div>  |             |                  |                       |                      |
| 8. Under what name is your business registered with the Secretary of State's Office? <div style="height: 40px; border: 1px solid black; margin-top: 5px;"></div>   |             |                  |                       |                      |

**QUESTIONS 12-15 MUST BE ANSWERED BY NON-FRANCHISED ZERO-EMISSIONS MANUFACTURERS ONLY**

- |     |   |                              |                             |
|-----|---|------------------------------|-----------------------------|
| 9.  | Do you manufacture only zero-emission vehicles, including plug-in electric vehicles as defined in 23 V.S.A. § 4(85)?  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 10. | Do you only sell or lease directly to consumers new or used zero-emission vehicles that you manufacture or vehicles that have been traded in in conjunction with a new zero-emission vehicle sale?  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 11. | Do you currently sell or lease, or have you ever sold or leased, motor vehicles in Vermont through a franchisee?  | <input type="checkbox"/> Yes | <input type="checkbox"/> No |
| 12. | Have you sold or transferred a combined direct or indirect ownership interest of greater than 30% in such non-franchised zero-emission vehicle manufacturer to a franchisor, subsidiary, or other entity controlled by a franchisor or acquired a combined direct or indirect ownership interest of greater than 30% in a franchisor, subsidiary, or other entity controlled by a franchise? If yes, provide an explanation below. Use attachment if necessary. | <input type="checkbox"/> Yes | <input type="checkbox"/> No |

**DEALER PLATES**

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

\*See number 2 below.

**Total**

- |  |  |                                  |  |  |                                    |  |   |  |  |  |  |  |
|--|--|----------------------------------|--|--|------------------------------------|--|---|--|--|--|--|--|
| <p>1. According to the volume of the dealer's sales in the prior year or, in the case of initial registration, according to the dealer's reasonable estimate of expected sales, as follows:</p> <table> <tr> <td>a) Under 20 sales: 0 additional plates</td> <td>f) 500-500-749 sales: up to 27 additional plates</td> </tr> <tr> <td>b) 20-49 sales: 1 additional plate</td> <td>g) 750-750-999 sales: up to 37 additional plates</td> </tr> <tr> <td>c) 50-99 sales: up to 5 additional plates</td> <td>h) 1,000-1,499 sales: up to 47 additional plates</td> </tr> <tr> <td>d) 100-100-249 sales: up to 12 additional plates</td> <td>i) 1,500 or more: up to 57 additional plates</td> </tr> <tr> <td>e) 250-250-499 sales: up to 17 additional plates</td> <td></td> </tr> </table>   |  |                                  | a) Under 20 sales: 0 additional plates | f) 500-500-749 sales: up to 27 additional plates | b) 20-49 sales: 1 additional plate | g) 750-750-999 sales: up to 37 additional plates | c) 50-99 sales: up to 5 additional plates | h) 1,000-1,499 sales: up to 47 additional plates | d) 100-100-249 sales: up to 12 additional plates | i) 1,500 or more: up to 57 additional plates | e) 250-250-499 sales: up to 17 additional plates |  |
| a) Under 20 sales: 0 additional plates   | f) 500-500-749 sales: up to 27 additional plates |                                  |  |  |                                    |  |   |  |  |  |  |  |
| b) 20-49 sales: 1 additional plate   | g) 750-750-999 sales: up to 37 additional plates |                                  |  |  |                                    |  |   |  |  |  |  |  |
| c) 50-99 sales: up to 5 additional plates  | h) 1,000-1,499 sales: up to 47 additional plates |                                  |  |  |                                    |  |   |  |  |  |  |  |
| d) 100-100-249 sales: up to 12 additional plates   | i) 1,500 or more: up to 57 additional plates     |                                  |  |  |                                    |  |   |  |  |  |  |  |
| e) 250-250-499 sales: up to 17 additional plates   |  |                                  |  |  |                                    |  |   |  |  |  |  |  |
| <p>2. If the issuance of additional plates is authorized, up to five plates shall be provided free of charge, and the Commissioner shall collect appropriate fees for each additional plate thereafter.</p>  |  |                                  |  |  |                                    |  |   |  |  |  |  |  |
| <p>3. <b>Bonding Information:</b> New and Used Car Dealers are annually required to provide a surety bond, letter of credit, or certificate of deposit. Refer to the bond information below to determine the amount required and attach the item obtained to this application. <b>Bond to be submitted after approval/training by an investigator.</b> Use the following scale based on annual car/truck sales to determine the amount of the bond, letter of credit, or certificate of deposit required to be posted before issuance of license or renewal. Dealer bonds are required to remain in effect for the dealer registration year and 1 year thereafter.</p> <table> <tr> <td>a) New applicant \$35,000</td> <td>c) 25-100 vehicles \$25,000</td> <td>e) 251 or more vehicles \$35,000</td> </tr> <tr> <td>b) Under 25 vehicles \$20,000</td> <td>d) 100-250 vehicles \$30,000</td> <td></td> </tr> </table> |  |                                  | a) New applicant \$35,000              | c) 25-100 vehicles \$25,000                      | e) 251 or more vehicles \$35,000   | b) Under 25 vehicles \$20,000                    | d) 100-250 vehicles \$30,000              |  |  |  |  |  |
| a) New applicant \$35,000  | c) 25-100 vehicles \$25,000                      | e) 251 or more vehicles \$35,000 |  |  |                                    |  |   |  |  |  |  |  |
| b) Under 25 vehicles \$20,000  | d) 100-250 vehicles \$30,000                     |                                  |  |  |                                    |  |   |  |  |  |  |  |

| Vermont Mandatory “Good Standing” Declarations (Pursuant to 4 V.S.A. §1110c, 15 V.S.A. §795, 21 V.S.A. §1378, and 32 V.S.A. §3113b you are required to answer the following) |   |
|--|---|
| Child Support  | Child Support Orders, 15 V.S.A. § 795c: As of the date of this application: <b>(you must check one)</b>   |
|  | <input type="checkbox"/> I am not subject to a child support order; OR  |
|  | <input type="checkbox"/> I am subject to a child support order and am in good standing or in full compliance with a plan to pay; OR   |
|  | <input type="checkbox"/> I am not in good standing or in full compliance with a plan to pay.  |
| Vermont Taxes  | Tax Compliance, 32 V.S.A. § 3113b: As of the date of this application: <b>(you must check one)</b>  |
|  | <input type="checkbox"/> No taxes are due and payable and all required returns have been filed; OR  |
|  | <input type="checkbox"/> I have never lived or worked in Vermont and do not owe Vermont taxes; OR   |
|  | <input type="checkbox"/> The liability for any taxes due and payable is on appeal; OR   |
|  | <input type="checkbox"/> I am in compliance with a payment plan approved by the Vermont Department of Taxes; OR   |
|  | <input type="checkbox"/> I am not in good standing with the Vermont Department of Taxes or in full compliance with a plan to pay.   |
| Judicial Bureau  | Unpaid Judgments, 4 V.S.A. § 1110b&c: As of the date of this application: <b>(you must check one)</b>   |
|  | <input type="checkbox"/> I do not have any unpaid judgments   |
|  | <input type="checkbox"/> I am in good standing with respect to any unpaid judgment issued by the judicial bureau or district court for fines or penalties for a violation or criminal offense; OR |
|  | <input type="checkbox"/> I am not in good standing.   |
| Dept. of Labor   | Unemployment Compensation Fund, 21V.S.A. §1378: As of the date of this application: <b>(you must check one)</b>   |
|  | <input type="checkbox"/> This does not apply because this business or I have never been an employer in Vermont; OR  |
|  | <input type="checkbox"/> I am in good standing with the Department of Labor with respect to, or in full compliance with contributions to the unemployment compensation fund, 21.VSA §1378; OR     |
|  | <input type="checkbox"/> I am not in good standing.   |

I, the undersigned, declare that I am the **owner** herein described and hereby apply for registration. I certify, under penalty of perjury under the laws of the State of Vermont, that the information on this application is true and correct. This declaration is made under penalties of 23 VSA § 202 & 203.

|                       |              |      |
|-----------------------|--------------|------|
| Applicant Signature   | Printed Name | Date |
| Name of Firm/Business |              |      |
| Inspector Signature   | Print Name   | Date |

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