



DEPARTMENT OF TRANSPORTATION
DRIVER AND MOTOR VEHICLE SERVICES
1905 LANA AVE NE, SALEM OREGON 97314

APPLICATION FOR THREE YEAR VEHICLE DEALER CERTIFICATE

AS A DEALER OR REBUILDER OF VEHICLES

CUSTOMER NUMBER	EFFECTIVE DATE	EXPIRATION DATE	DEALER NUMBER	<input type="checkbox"/> ORIGINAL <input type="checkbox"/> RENEWAL
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If this is a renewal, do not complete the fee information. Use the attached billing list to calculate your fees. The billing list **MUST** be submitted with your renewal application.

Original Certificate (Includes one plate)..... \$ **1,012.00**
Additional Locations _____ @ \$230.00 \$ _____
 (Supplemental Application Form 735-372 required for each location)
Additional plates 12" x 6" _____ **or 7" x 4"** _____ @ \$54.00... \$ _____
 (Two sizes, standard and small, available)

TOTAL = \$

OFFICE USE	CERTIFICATE FEE
	LATE FEE
	SUPPLEMENTALS
	RENEWAL PLATES
	ADDITIONAL PLATES
	TOTAL \$
	TEMPORARY PLATES

BUSINESS NAME AND ADDRESS *Any alteration of Line 3 voids location approval.*

1 LEGAL NAME OF APPLICANT (OWNER, PARTNERSHIP, LLC OR CORPORATION NAME)	OREGON REGISTRY NUMBER (IF LLC OR CORPORATION)		
2 BUSINESS NAME (IF ASSUMED BUSINESS NAME, FILL IN REGISTRY NO.)	OREGON REGISTRY NO.	BUSINESS TELEPHONE	
3 MAIN BUSINESS LOCATION (STREET AND NUMBER)	CITY	ZIP CODE	COUNTY
4 MAILING ADDRESS	CITY	STATE	ZIP CODE

TYPE OF OPERATION

5 CHECK ORGANIZATION TYPE: Individual Partnership LLC Corporation: _____
 If corporation, list the state under which business is incorporated: _____

6 I / we primarily sell: New Vehicles Used Vehicles

7 I / we are a franchise dealer: Yes No **If "Yes," name the makes** ➤

8 I / we sell **NEW RECREATIONAL VEHICLES**: Yes No

IF "YES," SERVICE FACILITY LOCATION (STREET AND NUMBER) _____ CITY _____ ZIP CODE _____

LOCATION APPROVAL (If renewal, required only if dealer is changing business location)

Certification of Local Zoning and Business Regulatory Compliance. ORS 822.005 requires a vehicle dealer license, unless exempt under ORS 822.015, for any person who:

- (a) Buys, sells, brokers, trades or exchanges vehicles either outright or by means of any conditional sale, bailment, lease, security interest, consignment or otherwise; OR
- (b) Displays a new or used vehicle, trailer, or semitrailer for sale; OR
- (c) Acts as any type of agent for the owner of a vehicle to sell the vehicle or acts as any type of agent for a person interested in buying a vehicle to buy a vehicle.

THE CERTIFICATION BELOW IS TO BE COMPLETED BY THE LOCAL ZONING OFFICIAL. Your approval below should be based upon whether the applicant can do **ANY** of the activities listed in (a) through (c) above under your ordinances, at the location of the business given on Line 3. Pursuant to ORS 822.025, applicant meets requirements below.

As the zoning official for the locality in which this business is located, I verify by my signature below that the location of this business as stated on this application, complies with any land use ordinances and business regulatory ordinances of the city or county, as appropriate pursuant to ORS 822.025.

9 <input type="checkbox"/> CITY OF: _____ <input type="checkbox"/> COUNTY OF: _____	TELEPHONE NUMBER ()
10 PRINT NAME	TITLE
11 SIGNATURE X	DATE

▽ Place stamp or seal here ▽

PRINCIPAL'S DEALER HISTORY

Information on the principals of this business is requested under Oregon Revised Statutes (ORS) 822.035 and Oregon Administrative Rule (OAR) 735-150-0024.

OAR 735-150-0010(26) defines the principal of a dealership as "an owner, partner, corporate officer or other person who controls or manages the business organization or the employees or agents of the business organization."

Please provide the following information about all owners listed on this application and other principal(s) of the business:

- 12 Has any principal of this dealership been financially or operationally involved in **any jurisdiction**, including Oregon, with a vehicle dealership whose license or right to apply for a license was **revoked** or is **currently suspended**?
 NO **YES, revoked currently suspended. If "YES," complete Section 13.**

13 NAME OF DEALERSHIP		PRINCIPAL'S NAME	
DEALER LICENSE NUMBER	STATE WHERE SUSPENDED / REVOKED	DATE OF SUSPENSION / REVOCATION	EXPIRATION OF SUSPENSION

- 14 Have you ever been an owner or principal on a vehicle dealer license in Oregon (excluding current application)?
 NO **YES: If "YES," complete Section 15.**

15 NAME OF DEALERSHIP		PRINCIPAL'S NAME	
DEALER LICENSE NUMBER			

OWNER INFORMATION AND CERTIFICATION

False certification is a Class B misdemeanor under ORS 162.085 and is punishable by six months in jail, a fine of up to \$1,000 or both. In addition, civil penalties and DMV sanctions against you or your dealer certificate may be imposed. With this in mind . . .

I CERTIFY . . .

- I am the owner, a partner, limited liability company member or corporate officer of this dealership and my name is listed on this application.
- ALL information on this application is accurate and complete.
- I deal in vehicles and conduct business at the location given on Line 3 of this application.
- The dealership will comply with all applicable laws and administrative rules.
- I/we hereby certify that the persons named in this application are not acting as the alter ego, in the place of, or on behalf of, any other person or persons in seeking this license.

BUSINESS LOCATION INFORMATION:

Property is (check one): **OWNED** **LEASED / RENTED:** LEASE OR RENTAL PERIOD: _____

If property is "Leased / Rented" complete the following:

PROPERTY OWNER'S FULL NAME		TELEPHONE NUMBER ()	
PROPERTY OWNER'S ADDRESS	CITY	STATE	ZIP CODE

DMV AGENT AGREEMENT

The dealer is granted the following options as a DMV agent and must comply with all applicable laws and administrative rules. The dealer is not obligated to perform any of these options except as required by law. * **Snowmobile dealers must act as DMV agents for Oregon residents.**

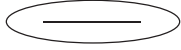
- * Accept applications and fees for titles and registrations of vehicles they sell, and only charge fee amounts set by Oregon Revised Statutes and Oregon Administrative Rules.
- Perform vehicle identification number inspections on vehicles they sell, except a dealer may not perform an inspection under those situations described in OAR 735-22-007(5)(a-q).
- Issue temporary registration permits for unregistered vehicles they sell.
- Agent status can be placed on probation, suspension or revoked as allowed in Oregon Administrative Rule 735-150-0120 for non-compliance of any Oregon Revised Statute of the Oregon Vehicle Code.
- By signing this application on Page 3, the dealer becomes an agent of DMV and agrees to comply with all administrative rules and all dealer related statutes in the Oregon Vehicle Code.

Complete the section(s) below and sign.
 (Be sure to attach a separate sheet to show additional owners.)

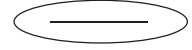
- List the primary owner, partners, LLC members or corporate officers below.
- If a member of a limited liability company (LLC) is a corporation, the president must provide information below.
- If a partner of a partnership is a corporation, the president must provide information below.
- By signing below, I/we certify that the answers provided on Page 2 are true and accurate information.
- If corporation or LLC, the Oregon registered agent name and addresses required below.

16	OREGON REGISTERED AGENT NAME		TELEPHONE NUMBER ()	
17	OREGON REGISTERED AGENT MAILING ADDRESS		CITY	STATE ZIP CODE
18	OREGON REGISTERED AGENT STREET ADDRESS		CITY	STATE ZIP CODE
OWNERSHIP INFORMATION				
19	PRINT NAME OF OWNER, PARTNER, LLC MEMBER OR CORPORATE OFFICER		TITLE	RESIDENCE TELEPHONE NUMBER ()
20	DATE OF BIRTH	DRIVER LICENSE NUMBER	STATE OF ISSUANCE	
21	RESIDENCE ADDRESS		CITY	STATE ZIP CODE
22	MAILING ADDRESS (IF DIFFERENT)		CITY	STATE ZIP CODE
23	CERTIFYING SIGNATURE OF OWNER SHOWN ON LINE 19 ABOVE X			DATE
24	PRINT NAME OF OWNER, PARTNER, LLC MEMBER OR CORPORATE OFFICER		TITLE	RESIDENCE TELEPHONE NUMBER ()
25	DATE OF BIRTH	DRIVER LICENSE NUMBER	STATE OF ISSUANCE	
26	RESIDENCE ADDRESS		CITY	STATE ZIP CODE
27	MAILING ADDRESS (IF DIFFERENT)		CITY	STATE ZIP CODE
28	CERTIFYING SIGNATURE OF OWNER SHOWN ON LINE 24 ABOVE X			DATE
29	PRINT NAME OF OWNER, PARTNER, LLC MEMBER OR CORPORATE OFFICER		TITLE	RESIDENCE TELEPHONE NUMBER ()
30	DATE OF BIRTH	DRIVER LICENSE NUMBER	STATE OF ISSUANCE	
31	RESIDENCE ADDRESS		CITY	STATE ZIP CODE
32	MAILING ADDRESS (IF DIFFERENT)		CITY	STATE ZIP CODE
33	CERTIFYING SIGNATURE OF OWNER SHOWN ON LINE 29 ABOVE X			DATE
34	PRINT NAME OF OWNER, PARTNER, LLC MEMBER OR CORPORATE OFFICER		TITLE	RESIDENCE TELEPHONE NUMBER ()
35	DATE OF BIRTH	DRIVER LICENSE NUMBER	STATE OF ISSUANCE	
36	RESIDENCE ADDRESS		CITY	STATE ZIP CODE
37	MAILING ADDRESS (IF DIFFERENT)		CITY	STATE ZIP CODE
38	CERTIFYING SIGNATURE OF OWNER SHOWN ON LINE 34 ABOVE X			DATE

Please attach (staple) copies of ALL owners, partners, LLC members or corporate officers official photo ID's (driver license or state issued Identification card ONLY). If the residence address on the photo ID is different than the residence address listed on Page 3, submit a statement explaining why the addresses do not match.



Copy must be legible.



Submit **fees** and these items to DMV **together**:

- Application (Form 735-370)
- Bond (Form 735-370B)
- Certification of Liability Insurance (Form 735-370B) or Certification of Exemption (Form 735-7024)
- Billing List (renewals only)
- Supplemental Application (if more than one location) (Form 735-372)
- Certificate of education completion or Certificate of Exemption from Motor Vehicle Education Requirements (Form 735-370C).
- Copies of **ALL** owners, partners, LLC members or corporate officers official photo ID's (driver license or state issued Identification card **ONLY**).

To: DMV Business License Unit
1905 Lana Ave NE
Salem OR 97314

Phone: (503) 945-5052
In person office hours: 8 a.m. – 4:30 p.m. Monday – Friday
(except for holidays)