



MVL

# NEW COMMERCIAL/UTILITY TRAILER DEALER LICENSE AND LICENSE PLATE APPLICATION

(Read Reverse Side Carefully for Instructions)

**Please type or print legibly:**

**Trailer Dealer Number:**

Business Name \_\_\_\_\_

**Person to Contact for Information:**

Owner's Name \_\_\_\_\_

Contact Name \_\_\_\_\_

Federal Employer Identification Number (FEIN) or SSN of Owner \_\_\_\_\_

Contact Telephone Number \_\_\_\_\_

Mailing Address \_\_\_\_\_

**I/We have a sales contract or franchise with the following manufacturers:**

City, State, Zip \_\_\_\_\_

BRAND OR TRADE NAME	MANUFACTURER

Lot Location Address (PO Box number will not suffice) \_\_\_\_\_

**Please Check One:**

**Allow 12 Weeks for Processing**

<input type="checkbox"/> <b>Original Application</b> (First time application for Dealer Plates) _____ Vehicle Plates (\$16.00)      \$ _____ _____ Environmental Plates (\$51.00)      \$ _____ Mail Fee: \$3.00 per plate      \$ _____ <b>Total Amount Due</b> \$ _____	<input type="checkbox"/> <b>Additional Plates</b> (To order more Dealer Plates after initial issue.) _____ Vehicle Plates (\$16.00)      \$ _____ _____ Environmental Plates (\$51.00)      \$ _____ Mail Fee: \$3.00 per plate      \$ _____ <b>Total Amount Due</b> \$ _____
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<input type="checkbox"/> <b>Renewal of Current Plates:</b> (Decal only, for renewal of Dealer Plates) _____ Vehicle Decals (\$16.00)      \$ _____ _____ Environmental Decals (\$51.00)      \$ _____ Penalties/Late Fees (See Instructions)      \$ _____ Mail Fee: \$1.50 per every 5 decals      \$ _____ (\$1.50 Minimum) <b>Total Amount Due</b> \$ _____	<p><b>Renewal applications must be received by December 31st.</b> After December 31st there will be a Late Fee of \$0.25 per plate per day for 31 days. After January 31st the Late Fee is \$10.00 per plate.</p>
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<input type="checkbox"/> <b>Replacement Plates or Decals</b> Check one type of replacement:	
<input type="checkbox"/> <b>Decal Only</b> (Requires Signed Notarized Statement) _____ Decals (\$9.00)      \$ _____ Mail Fee: \$1.50 per every 5 decals      \$ _____ <b>Total Amount Due</b> \$ _____	<input type="checkbox"/> <b>Plate with Decal</b> (Requires Police Report or Plate) _____ Vehicle Plates (\$9.00)      \$ _____ _____ Environmental Plates (\$9.00)      \$ _____ Mail Fee: \$3.00 per plate      \$ _____ <b>Total Amount Due</b> \$ _____

**List Lost/Stolen Dealer Plates:**

**List Missing Decals** (e.g. 1S123456)

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FOR OTC USE ONLY (TEMPORARY DIR TAGS)	
Date of Application:	
Number of Temporary Tags:	
Expiration Date of Temporary Tags:	

FOR OTC USE ONLY	
Current Issue:	
Plates Ordered:	

# NEW COMMERCIAL/UTILITY TRAILER DEALER LICENSE AND LICENSE PLATE APPLICATION INSTRUCTIONS/AGREEMENT

Payment must accompany the application. Make checks payable to Oklahoma Tax Commission. The Dealer number (if any) must appear on the check. A \$50.00 penalty will be assessed for any dishonored check.

**Replacement Plates and/or Decals:** If any Dealer plates and/or decals have been lost or stolen you must make a police report of the incident. You must include a copy of the **police report** with your application. **List the missing plates and the decal numbers that are on missing plates on the front of this application or on an additional sheet of paper.**

Damaged plates must be returned with your application. If you have lost/stolen **decals only** the contact the Oklahoma Tax Commission/Dealer Plate Section.

**Renewals:** If you have damaged dealer plates or plates you are not renewing, they must be returned with your application. Your renewal application cannot be processed until you have accounted for all plates in your possession.

**Penalty Fees:** The license is non-assignable and expires December 31st of each year. If not renewed by that date, the applicant will become subject to a penalty of \$0.25 per plate per day for a period of thirty-one (31) days. After January 31st, the penalty will be \$10.00 per plate.

**Mail Fees:** \$3.00 per Plate, \$1.50 per 5 Decals (1-5 decals = \$1.50; 6-10 decals = \$3.00, etc.)

## AGREEMENT

It is hereby agreed by and between the Applicant and the Oklahoma Tax Commission that:

1. The Commercial/Utility Trailer Dealer license and license plates will be revoked if the Applicant has violated or violates any provisions of the laws of this state.
2. Separate licenses and license plates are required for each location owned or operated by the Applicant.
3. The Applicant will not use dealer plates issued in connection with this license on any second-hand or used trailer, on any travel trailer, or on any vehicle that is used as a service/loaner car, is used for hire or is for private use.
4. The Applicant will advise each purchaser of a new trailer, in writing, about title requirements and of the payment of any taxes due the state.
5. A Franchise Agreement /Letter, a Sales Contract or Manufacturer's Limited Tax Exemption Certificate for each manufacturer must be submitted with each Original or Renewal application and must be submitted for any new manufacturer added to the license during the year. A new manufacturer's trailers **may not be sold before** the new manufacturer is reflected on the license.
6. The Applicant will keep such records on such forms as shall be prescribed by the Oklahoma Tax Commission and will make all reports required by the Oklahoma Tax Commission.

*The undersigned has read the agreement on this application and agrees to each condition upon which the license is to be issued.*

\_\_\_\_\_  
Owner's Name (signed name)

\_\_\_\_\_  
By (printed name)

\_\_\_\_\_  
Job Title

Subscribed and sworn to before me this \_\_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

My commission expires \_\_\_\_\_, \_\_\_\_\_.

\_\_\_\_\_, Notary Public

Notary Seal

Mail this completed application and remittance to:

OKLAHOMA TAX COMMISSION  
MOTOR VEHICLE DIVISION  
DEALER LICENSE PLATES  
2501 NORTH LINCOLN BOULEVARD  
OKLAHOMA CITY, OKLAHOMA 73194-1000  
TELEPHONE: (405) 521-3669  
WWW.TAX.OK.GOV