



# APPLICATION FOR MISCELLANEOUS MOTOR VEHICLE BUSINESS REGISTRATION PLATES

**For Department Use Only**  
Bureau of Motor Vehicles • P.O. Box 68283 • Harrisburg, PA 17106-8283

**CHECK (✓) ALL APPLICABLE:**

- New Application  
  Change of Name  
  Change of Address  
  911 Address Change  
  Change in Officers  
  Change of Owner

**TYPE OF MISCELLANEOUS MOTOR VEHICLE BUSINESS YOU ARE APPLYING FOR:**

- Vehicle Salvage Dealer  
  Repair of Towing  
  Transporter (copies of active contracts with dealers are required)  
  Financier or Collector-Repossessor (copy of banking license required)
- Watercraft Trailer Dealer

**NOTE: SEE INSTRUCTIONS FOR DOCUMENTS THAT MUST ACCOMPANY THIS APPLICATION.**

**A NAME AND ADDRESS OF BUSINESS - Exactly as registration is to be issued.**

Name		Federal ID#	State Sales Tax #	
Street Address (Principal Place of Business)			Dealer/Bus. Partner ID#	
City	County	State	Zip Code	
Business Phone Number		Home Phone Number of President or Controlling Partner		

<b>B TYPE OF BUSINESS (Check One)</b>	<b>THIS LOCATION IS (Check One)</b>
<input type="checkbox"/> Sole Proprietorship <input type="checkbox"/> Partnership <input type="checkbox"/> Corporation	<input type="checkbox"/> Owned <input type="checkbox"/> Leased

**C LIST ALL OWNERS, PARTNERS OR CORPORATE OFFICERS (Home Address)**

1. Name	Date of Birth	Title	Driver's License #
Email Address	Phone Number		Fax Number
Street Address	City	State	Zip Code
2. Name	Date of Birth	Title	Driver's License #
Email Address	Phone Number		Fax Number
Street Address	City	State	Zip Code
3. Name	Date of Birth	Title	Driver's License #
Email Address	Phone Number		Fax Number
Street Address	City	State	Zip Code

**D LIST OTHER BUSINESSES AT THIS LOCATION**

**E INDICATE NUMBER OF REGISTRATION PLATES YOU ARE APPLYING FOR IN THE SPACE PROVIDED BESIDE THE APPROPRIATE CLASSIFICATION.**

All classes of Miscellaneous Motor Vehicle Business - One-Year Registration Fee: \$54 per registration plate / Two-Year Registration Fee: \$108 per registration plate.

Registration Plates				Registration Cards			
Registration Plate Type	# of Plates Requested	Registration Fee	Plates Subtotal	# of Duplicates Requested	Fee	Reg. Cards Subtotal	
Financier or Collector-Repossessor (CR)		X	= \$	X	\$2.00	= \$	+
Repair or Towing (RT)		X	= \$	X	\$2.00	= \$	+
Transporter (TR)		X	= \$	X	\$2.00	= \$	+
Vehicle Salvage Dealer (WL)		X	= \$	X	\$2.00	= \$	+
Watercraft Trailer Dealer (WD)		X	= \$	X	\$2.00	= \$	+

**NOTE: Dealer registration plates may be renewed for one or two-year periods.**  
All dealer registration plates listed must have the same expiration date.

Registration Plates Subtotal:	\$
+ Reg. Cards Subtotal:	\$
<b>= Total Fees Due:</b>	<b>\$</b>

Provide explanation below on how each of these registration plates will be used.

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**F**

**BUSINESS DESCRIPTION** - Indicate the nature of your business that qualifies your business for the type of registration for which you are making application.

**G**

**INSURANCE INFORMATION** - Refer to #5 in instructions for required proof of insurance.

Insurance Company Name: \_\_\_\_\_  
Agent Name: \_\_\_\_\_ Agent Phone Number: \_\_\_\_\_  
NAIC Number: \_\_\_\_\_ Policy Number: \_\_\_\_\_  
Effective Date: \_\_\_\_\_ Expiration Date: \_\_\_\_\_

**H**

**ADDITIONAL INFORMATION**

1. If this application is a change of ownership, explain and list former name of business.

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Please list Dealer/Business Partner Identification Number: \_\_\_\_\_

2A. Has this business or the owners, partners or corporate officers thereof ever been registered as a dealer, miscellaneous motor vehicle business or issuing agent in this or any other state?

YES  NO If yes, list name(s), location(s), and identification number(s).

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2B. Have any owners, partners or corporate officers of this business ever been affiliated with a dealership, miscellaneous motor vehicle business, messenger service or full agent whose registration was suspended, cancelled or revoked or is currently under investigation or notice to attend a departmental or court hearing or is awaiting a decision by a hearing officer of a court?

YES  NO If yes, explain:

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3. Do any of the owners, partners, corporate officers or any business with which they were previously affiliated have any outstanding liabilities which are due and owing to the Commonwealth of Pennsylvania, including but not limited to taxes, fees, monetary penalties or outstanding plates or paperwork?

YES  NO If yes, explain:

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4. Have any owners, partners or corporate officers of this business ever been convicted or administratively sanctioned for violations of department regulations, Pennsylvania Crimes Code or Chapters 11, 13 or 23 of the Pennsylvania Vehicle Code?  
 YES  NO If yes, explain:  


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5. Have any owners, partners or corporate officers of this business ever been convicted of a felony or misdemeanor?  
 YES  NO If yes, explain:  


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6. Have any owners, partners or corporate officers of this business ever remitted uncollectible checks payable to any agency of the Commonwealth of Pennsylvania?  
 YES  NO If yes, explain:  


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7. Have any owners, partners or corporate officers filed bankruptcy within the past seven years?  
 YES  NO If yes, explain:  


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8. Will this business be purchasing or selling any type of vehicles?  
 YES  NO If yes, describe type of vehicles:  


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**I MISCELLANEOUS INFORMATION**

1. Does your business location meet all local zoning and land use ordinances and building codes?  YES  NO
2. Does your business meet ADA accessibility requirements?  YES  NO
3. Have all owners, partners and officers read and understood Chapter 53 of Title 67 (Manufacturer, Dealer and Motor Vehicle Business Registration Plates) and Chapters 11, 13 and 23 of the Pennsylvania Vehicle Code?  YES  NO

**J NOTARIZATION**

I/We certify under penalty of law that the information contained herein is TRUE and CORRECT. **WARNING:** Misstatement of fact is a misdemeanor of the third degree punishable by a fine of up to \$2,500 and/or imprisonment up to one year (18 Pa.C.S. Section 4904[b]) in addition to any sanction imposed by PennDOT.

**NOTE:** When business is discontinued, miscellaneous motor vehicle business registration plates and cards must be returned to PennDOT within five days. If business is moved to another location, PennDOT must be notified within 10 days of the change. A completed Form MV-359 and photographs of the new location must accompany this notification.

SUBSCRIBED AND SWORN TO BEFORE ME:	MONTH	DAY	YEAR
SIGNATURE OF PERSON ADMINISTERING OATH			
<b>S T A M P</b>  SIGN IN PRESENCE OF NOTARY			

Printed Name of Authorized Signer	Authorized Signature	Title	Date
Printed Name of Authorized Signer	Authorized Signature	Title	Date
Printed Name of Authorized Signer	Authorized Signature	Title	Date

# Application for Miscellaneous Motor Vehicle Business Registration Plates

## INSTRUCTIONS FOR COMPLETING MV-359

1. All information must be typed in full. List name of business exactly as Miscellaneous Motor Vehicle Business registration is to be issued. Address must be the physical street address. A Post Office Box may be used only in addition to the street address. Include business telephone and home telephone numbers. The license issued will be valid only for the business address listed on this application.
2. Check appropriate box for the type of business and if location is owned or leased.
3. List all owners, partners or corporate officers. The official titles are required. Additional sheets may be used if necessary.
4. List other businesses at the same location.
5. Section J must be signed and notarized in the presence of a notary public.
6. Miscellaneous Motor Vehicle Business (MMVB) registration plates may be personalized. Should you choose to personalize your MMVB registration plate, please complete and attach Form MV-904D, "Application for Personalized Dealer Registration Plate," to this application. **NOTE:** There is an additional \$104 fee required with personalization requests.

### DOCUMENTS THAT MUST ACCOMPANY THIS APPLICATION

1. Include photographs of the interior and exterior of the business which clearly show the business office work area and business identification signs.
2. Applicants for Financier or Collector-Repossessor registration must include the appropriate license from the Pennsylvania Department of Banking.
3. Application for Transporter registration must include copies of all active contracts with registered dealers or manufacturers to regularly transport new or used vehicles on their own wheels, which are owned by or in the possession of said dealers or manufacturers.  
**NOTE:** The contract must include the name and address of the business that will be transporting vehicles. This contract should be written on letterhead paper from the dealer/manufacturer you are contracting with. The contract must state that a fee will be paid for transporting vehicles. This contract should be signed by the person(s) representing both the transporter and the dealer/manufacturer.
4. Applicants for Vehicle Salvage Dealer registration who also desire to be authorized as a salvor under Chapter 73 of the Pennsylvania Vehicle Code must also complete a Salvor Application (Form MV-951).
5. Include an original criminal history record (SP 4-164) obtained from the Pennsylvania State Police (not a copy) for each owner, partner or corporate officer.
6. A copy of the front and back of a government issued photo identification credential for each owner, partner or corporate officer.
7. When PennDOT issues a Miscellaneous Motor Vehicle Business registration plate, a copy of one of the following acceptable proofs of insurance must be submitted. In addition, Title 67, Chapter 53.3(b)(iii) requires a certificate of insurance or a statement from an insurance carrier authorized to do business in this commonwealth, on its letterhead, that indicates the applicant has sufficient liability insurance to cover as many vehicles as the number of registration plates applied for.
  - A. An insurance identification card;
  - B. The declaration page of an insurance policy or a copy thereof;
  - C. A copy of a valid binder of insurance which contains all of the information required to appear on the I.D. card, excluding the policy number, and is signed by a licensed insurance agent or broker, or,
  - D. A copy of application for insurance to the Pennsylvania Automobile Insurance Plan (PAIP) containing all of the information required to appear on the I.D. card, excluding the policy number, and is signed by a licensed insurance agent or broker.
8. Appropriate fee for the number of dealer registration plates requested. Payment is to be made by check or money order payable to the Commonwealth of Pennsylvania. **DO NOT SEND CASH.**
9. Copy of deed/lease or rental agreement.

**Mail all completed forms to:** Bureau of Motor Vehicles, P.O. Box 68283, Harrisburg, PA 17106-8283.

**Visit us at [www.dmv.pa.gov](http://www.dmv.pa.gov) or call us at 717-412-5300. TTY callers — please dial 711 to reach us.**