

Driver and Vehicle Services Update Bulletin

Josh Shapiro, Governor

Mike Carroll, Secretary

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February 2024

DEALER AND AGENT SERVICES (DAS) SYSTEM

In April of 2018, PennDOT implemented the Dealer Agent Service portal, better known as DAS. The DAS system allows both PennDOT and business partners to operate in a streamlined, efficient, and cost-effective manner. Dealers are encouraged to register and use this portal to complete the management of acquisition of vehicle processes by completing Form MV-27A and MV-27B online. Instructions for how to complete the dealer acquisition transactions can be found in the DAS application via the HELP function in the upper right-hand corner of your business landing page.

In an effort to modernize current internal processes and decrease turnaround times, we are requesting that your business complete these transactions online. This new process is a streamlined and convenient way for external business partners that will allow them to pay for these transactions via ACH or with a credit card following the approval process. Entering the MV-27A and MV-27B online removes the requirement to fill out the form and send it in to PennDOT.

In addition to completing MV-27A and MV27B, below are other existing functions within the Dealer Agent Services (DAS) System. The enhanced functionality will allow authorized agents and dealers to:

- Order temporary registration plates online and submit payment.
- Return unused temporary registration plates
- Request a refund for unused temporary registration plates
- View all available account balances and inventory credits
- Update your business profile which includes your business name, add/delete/update personnel, insurance & bond information
- Renew your dealer registration plates
- Order additional and/or replacement dealer registration plates
- Request to become an authorized agent (if you do not currently hold an Agent Services Contract)

If you had not registered for user access to DAS, please follow the attached step-by-step instructions. Once your request has been approved, you will receive a confirmation email. After receiving your approval notification, please access the DAS system at www.dealers.pennDOT.gov.

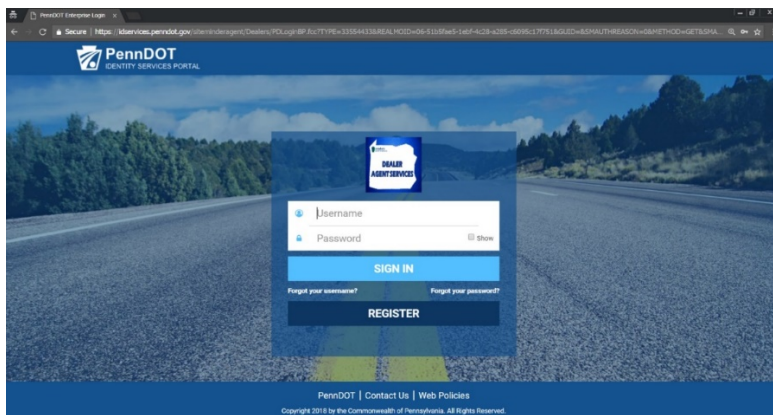
After completing the login into DAS system, your Business Partner's home page will appear. The home page includes tabs for your business profile, business names, stop codes, personnel details, insurance & bond information, Dealer Plates/Products, and Manage Acquisitions (Dealers Resale Vehicle Inventory). Instructions on using any of these tabs can be found by clicking on the Help button located on the top of the Business Partner's Home Page.

We are pleased to have a modern, business partner friendly system that allows you to control your business from your location. Should you have questions or to share feedback regarding DAS, please contact us at RA-PDDASPILOT@pa.gov or via telephone at 717-783-1062.

Enterprise Organization Registration Instructions

I. Please follow the below steps for Dealers application organization and user registration:

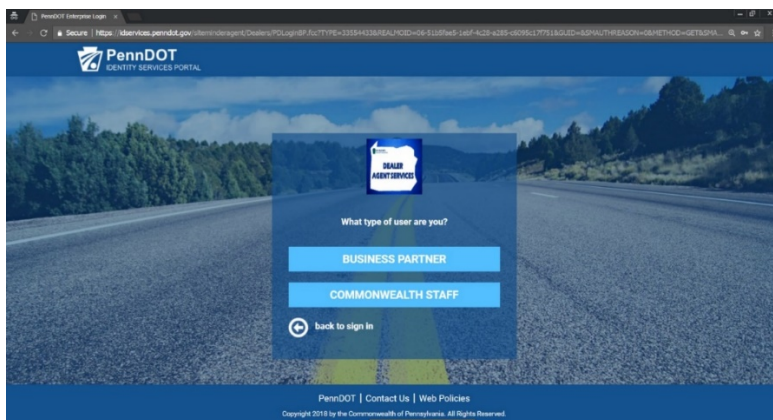
- 1) Please click on the below URL: www.dealers.penndot.gov
- 2) Once you hit the URL, below screen should be displayed.
- 3) Click on **REGISTER** button.



You can see below screen with 2 options

- 1) BUSINESS PARTNER
- 2) COMMONWEALTH STAFF

Please select **BUSINESS PARTNER**



Please fill all necessary fields and click on NEXT button. If the FEIN is not registered, a hyperlink would be displayed below to register the organization. If FEIN is already registered, no error would be displayed, and you can proceed further with user registration.

Enterprise Business Partner Registration for Dealers: Organization Information

The FEIN entered is either incorrect or not registered. If not registered, please click the link provided at the bottom of the page to register the Business Partner Organization.

1 Organization Information 2 User Profile Information 3 Access Selection

• = Required
Business Partner Registration: Organization Identification

Do you already have a Business Partner ID (b-)?
[Request Access](#)

New users, please provide your Organization Information to get started.

• Organization Name: • Federal Employer Identification Number(FEIN):
What is FEIN? Click Here

• Organization City: • Organization Zip Code:

[Click here to register Business Partner Organization.](#)

If the FEIN is not registered, click on hyperlink (Click here to register Business Partner Organization) to register the organization.

Please fill all necessary fields and click on NEXT button.

Register Enterprise Organization: Organization Information

1 Organization Information 2 Data Release Agreement

• = Required
Organization Details

• Organization Name: • Federal Employer Identification Number(FEIN):
Please use the complete name of the organization/company.

Organization Description:
Remaining Characters: 500

Legal Address

• Street Address 1: • Street Address 2:

• City: • State:

• Zip Code:

Contact Person Information

• First Name: • Last Name:

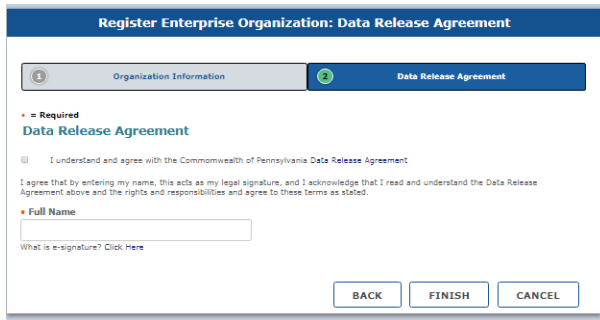
• Email Address: • Primary Phone:

Brief Explanation

• Brief explanation:
Please provide a brief explanation describing why you need to register the organization. Please note that the brief explanation you provide will be considered by the approver when reviewing your request.

Remaining Characters: 494

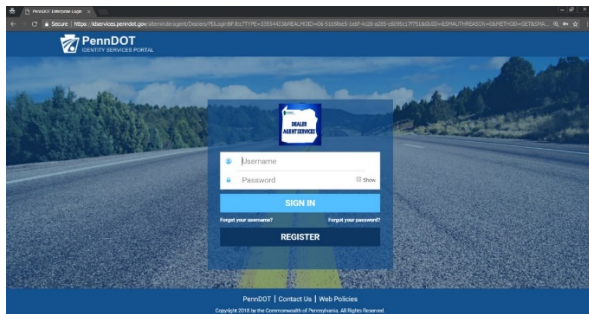
Select user agreement and enter user full name (John Doe) then click on FINISH button.



Once submitted, a successful message pops up. Once your request has been approved, you will receive conformation email.

II. Enterprise Business Partner User Registration

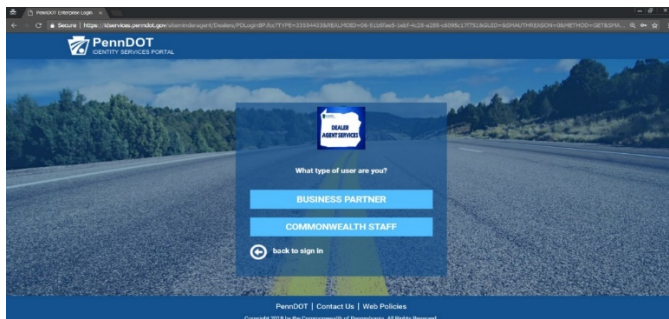
- 1) Please click on the below URL: www.dealers.penndot.gov
- 2) Once you hit the URL, below screen should be displayed.
- 3) Click on **REGISTER** button.



You can see below screen with 2 options

- 1) BUSINESS PARTNER
- 2) COMMONWEALTH STAFF

Please select **BUSINESS PARTNER**



Please fill all necessary fields and click on NEXT button

Enterprise Business Partner Registration for Dealers: Organization Information

1 Organization Information 2 User Profile Information 3 Access Selection

Required
Business Partner Registration: Organization Identification

Do you already have a Business Partner ID (b-)?
[Request Access](#)

New users, please provide your Organization Information to get started.

Organization Name **Federal Employer Identification Number(FEIN)**
What is FEIN? [Click Here](#)

Organization City **Organization Zip Code**

[NEXT](#) [CANCEL](#)

Please fill User Profile Information.

Enterprise Business Partner Registration for Dealers: User Profile Information

1 Organization Information 2 User Profile Information 3 Access Selection

Required
User Profile Information

First Name **Last Name**

Email Address **Confirm Email Address**

Phone Number

Security Questions

Pick 3 Questions that only you will be able to answer. If you forget your password, we'll ask you these questions to verify your identity.

Security Question 1 **Answer**
Please select a security question.

Security Question 2 **Answer**
Please select a security question.

Security Question 3 **Answer**
Please select a security question.

User Release Agreement

I understand and agree with the Commonwealth of Pennsylvania [User Release Agreement](#).
I agree that by entering my name, this acts as my legal signature, and I acknowledge that I read and understand the User Release Agreement (Management Directive) above and the rights and responsibilities and agree to these terms as stated.

Legal Full Name
What is e-signature? [Click here](#)

[BACK](#) [NEXT](#) [CANCEL](#)

Select the radio button as per your requirement and click on SUBMIT button.

Enterprise Business Partner Registration for Dealers: Access Selection

1 Organization Information 2 User Profile Information 3 Access Selection

Required
Organization Role Selection
What is Delegated Administrator? [Click Here](#)

Organizational Role

I want access for myself.
 I want to request access as a Delegated Administrator to manage my organization.

Dealers Access

Are you a Business Partner.
 Are you from PA Turnpike Commission.

Please provide access justification below for Dealers Application

Remaining Characters: 500

[BACK](#) [FINISH](#) [CANCEL](#)

Once submitted, a successful message pops up. Once your request has been approved, you will receive a user ID and temporary password. Please try to login in with the details provided and let us know if you face any issues.