

Welcome to the

Bureau of Motor Vehicles

TRUCK / PERMIT TRAINING



MUNICIPAL STAFF

Our Limited New, New and Truck training sessions are held regularly for Municipalities and staff. We encourage staff to attend a refresher class at least every 2 years because laws and procedures do change frequently. Staying current with Bureau of Motor Vehicle laws, policies and procedures will ensure a more positive experience with the patrons of your municipality.

Whenever you have questions, please feel free to contact us at:

Phone:(207)624-9000 Ext. 52163

Fax #: (207)624-9037

E-mail: Municipal.BMV@maine.gov



**Tina Gowell
Municipal Coordinator**



**Wendy King
Municipal Coordinator**



**Trisha Leathers
Municipal Coordinator**

The Truck Level Workbook is a tool to assist the Truck Agent with processing registrations. The information in this workbook has been taken from the Bureau of Motor Vehicles Procedures Manual, located in its entirety, on the Municipal & Agent Services website.

<http://www.maine.gov/sos/bmv/municipal/index.html>



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Municipal & Agent Services Team

		
TINA GOWELL	WENDY KING	TRISHA LEATHERS
<p>You may contact the BMV Municipal & Agent Services Section at (207) 624-9000 ext. 52163 or by Email: municipal.bmv@maine.gov.</p>		

Municipal Agent Information

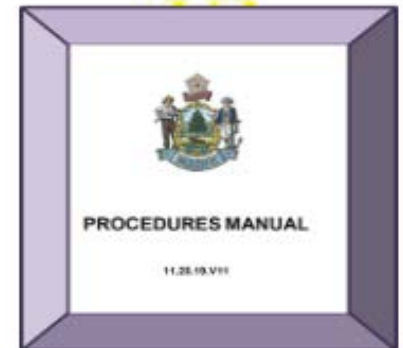
Welcome to the Municipal & Agent Services Department! Consider us your go-to source for answering any questions you may have with the not-so-typical registration scenarios. We're here to provide the necessary training for municipalities to provide motor vehicle registrations and related credentials to their residents. Throughout the year we conduct refresher training programs, annual Fall workshops, and even will make on-site visits. Hope to see you soon!



STAFF TRAINING:
 Username: **muniuser**
 Password: **Key2theCity**



TRAINING SCHEDULE



Download the Procedures Manual to your Desktop

Bureau of Motor Vehicles
Vehicles Services



PROCEDURES MANUAL

11.25.19.V11

USE OF A REGISTRATION PROCEDURES MANUAL



**STATE OF MAINE
BUREAU OF MOTOR VEHICLES
PLATE CHART**

Agriculture Commercial AC	Agriculture Farm AF	Agriculture Specialty AS	Antique Auto AN
Antique Motorcycle MQ	Apprenticed AP	Autobysis AU	Barbara Bush Children's Hospital BS
Black Bear Specialty BB	Great Cancer Specialty GC	Buses BU	Combination CM
Commercial CO	Commercial Trailer CT	Conservation CR	Conservation Commercial CC
Construction Disability CD	Construction Motor Home CH	Construction Trailer CL	County Sheriff CS
Custom Vehicle CV	Disability DD	Disability Motor Home DM	Disability Motorcycle DP

**DISABLED VETERAN PLATES:
100% SERVICE CONNECTED**

REFERENCE:
Title 29-A, Section 523, subsection 2, Disabled Veterans, Special Free License Plates.
<http://www.mainelegislature.org/legis/statutes/29-A/00029-Asec523.html>

DEFINITION:
The Secretary of State, on application and evidence of payment of the excise tax required by Title 36, Section 1482, shall issue a registration certificate and a set of special designating plates to any 100% disabled veteran when that application is accompanied by certification from the Veterans Administration as to the veteran's disability and receipt of 100% service connected benefits. The special registration plate for Disabled Veterans may be used for only one motor vehicle with a registered weight of up to 26,000 lbs. r.v.w.

SPECIAL REQUIREMENTS:
The veteran must be permanently disabled, receiving 100% compensation and must file or have on file in the BMV Main Office a letter from the Veterans Administration stating that they are permanently disabled receiving 100% service connected benefits.

These veterans must pay excise tax but are exempt from registration and title fees. All other registration fees must be paid, such as vanity plate fees and specialty plate fees.

VEHICLE STYLE CODES
The following style codes are to be used for automobiles, motorcycles, special equipment, special mobile equipment and trailers.

Style Code	Body Type
2D	2 Door Sedan/Coupe
3D	3 Door/Sedan
4D	4 Door/Sedan
2W	2 Wheel Motorcycle
3W	3 Wheel or Tricycle
5W	5 Wheel Travel Trailer
AC	Auto Carrier
AD	Airblast Distributor
AE	Aerial Platform
AF	Air Compressor
AM	Amulance
AR	Armored Truck
BA	Bulk Agriculture
BC	Brush Chipper
BD	Bulldozer
BO	Bucket, Concrete
BS	Backhoe/Loader
BK	Backhoe
BR	Recreational Ruck
BT	Boat Trailer
BU	Bus
BZ	Biohazard
CB	Crane and Cab (Utility Truck)
CE	Unpublished Construction Equip.
CS	Converter rear Trailer
CH	Coach
CI	Com Packer
CK	Cotton Picker
CM	Concrete or Transit Mixer
CO	Self-propelled combine
CP	Crane
CR	Crane
CS	Culvert Steamer
CT	Campers or Travel Trailer
CV	Convertible
CZ	Cotton Stripper

The Procedures Manual should be kept close at hand and referred to whenever questions about registrations come up.

Please do not hesitate to contact BMV with your questions.



(207) 624-9000 x-52163



(207) 624-9037



municipal.bmv@maine.gov



BUREAU OF MOTOR VEHICLES BRANCH OFFICES




- ★ Augusta
- ★ Bangor
- ★ Calais
- ★ Caribou
- ★ Ellsworth
- ★ Kennebunk
- ★ Lewiston
- ★ Rumford
- ★ Portland
- ★ Rockland
- ★ Scarborough
- ★ Springvale
- ★ Topsham

APPOINTMENT OR CHANGE OF TAX COLLECTOR / AGENT

- **BMV must be notified whenever there is a change in the Municipal Agent and/or the Tax Collector.**
- **With the change of Agent, an internal inventory audit must be done by the outgoing and incoming agent.**
- **Fax or email completed form and inventory audit to Municipal & Agents Services at:**

207-624-9037 (fax) or
municipal.bmv@maine.gov


 Department of the Secretary of State
Bureau of Motor Vehicles
 Municipal/Agent Services

Patty A. Morrissett
Deputy Secretary of State

 Garry Hinkley
Director of Traffic Services

MUNICIPAL BMV AGENT APPOINTMENT LETTER

The Municipality of Litchfield wishes to appoint CINDY BEAR _____
(Enter name of new agent) _____ (DOB)
 as the Agent or Agent & Tax Collector (Please check one)
 in the New Registration Level program as a Motor Vehicle Municipal Agent.
 The current agent, CINDY BEAR will be ending that position on _____/_____/_____
 and the new agent will begin on _____/_____/_____
 New Agent E-mail Address: _____
 Has the New Agent completed training classes in the New Registration Level Program? YES NO
 Interim contact name, if any: _____

Please verify the following information. If incorrect, please draw a line through the incorrect information and provide us with the correct information. Please provide missing or omitted information in the space(s) provided.

Municipality Mailing Address 102 YELLOWSTONE PARKWAY YELLOWSTONE, ME 04000	Municipality Physical Address 102 YELLOWSTONE PARKWAY YELLOWSTONE, ME 04000
Municipality Inventory Shipping Address 102 YELLOWSTONE PARKWAY YELLOWSTONE, ME 04000	Municipality Hours of Operation M 8:30-7; T,W,TH 8:30-8
Municipality Telephone# 207-804-4237	Municipality Fax# 207-804-4236
Municipality Email Address <small>(Please Print)</small>	

In order to be authorized as the Motor Vehicle Municipal Agent, we understand that under Title 29-A, this individual must be the municipal tax collector, or designated to collect excise taxes on vehicles for our municipality and must successfully complete the training program provided by the Bureau of Motor Vehicles

New Municipal Agent _____ (Signature required)
 Municipal Official _____ Date _____
(Signature required)
 Municipal Official _____ Date _____
(Signature required)

101 Hospital Street, 39 State House Station, Augusta, ME 04033-0030
 Phone: (207) 624-9000 Ext. 52163 Fax: (207) 624-8300 TTY Users call Maine relay 711 Email: MUNICIPAL.BMV@MAINE.GOV

TRUCK LEVEL AUTHORITY



- New and re-registrations up to 100,000 lbs.
- Dealer and Private Sales with Sales Tax and Title
- Transfers (New Reg. & Re-Reg.) up to 100,000 lbs.
- Excise Tax Reimbursement Program for vehicles registered for more than 26,000 lbs.
- Boosters - Commercial Trucks & Truck Tractors/Farm Trucks (MV-534A)
- Special Registration Permits (MVR-10)
- Transit plates with or without Permit to Move to an Inspection Station (MVE-95). **MUNICIPAL AGENT'S MAY ISSUE THIS PERMIT ONLY IN CONJUNCTION WITH THE ISSUANCE OF A TRANSIT PLATE.**



New American Printing (207) 773-7667

No: 122458 STATE OF MAINE SHORT TERM GROSS WEIGHT PERMIT

PLATE NUMBER: []

YEAR: [] MAKE: [] MODEL: [] STYLE: [] AXLES: []
VEHICLE IDENTIFICATION NUMBER: [] GROSS WEIGHT INCREASED FROM: [] LBS. TO: [] LBS. []
EFFECTIVE: [] EXPIRES: []

[] COPY A

To the Secretary of State: I hereby certify that the above statements are true.

DATED: [] TIME: [] FEE: []

ISSUING OFFICIAL: [] (OWNER'S SIGNATURE) []

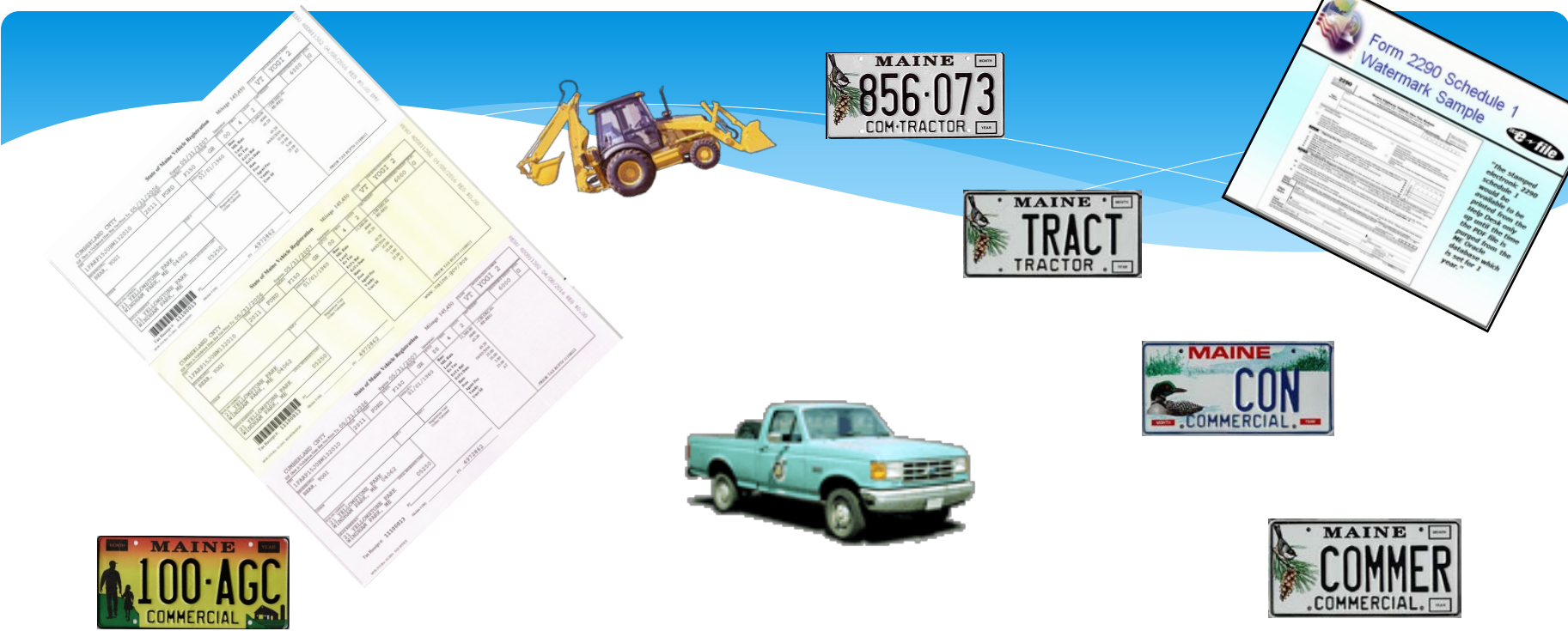
MV-534A REV. 5/00

AUTHORIZATION

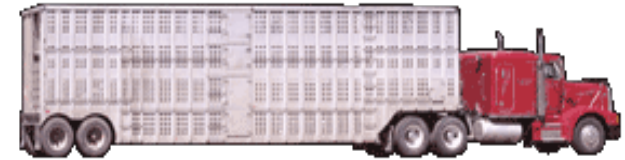
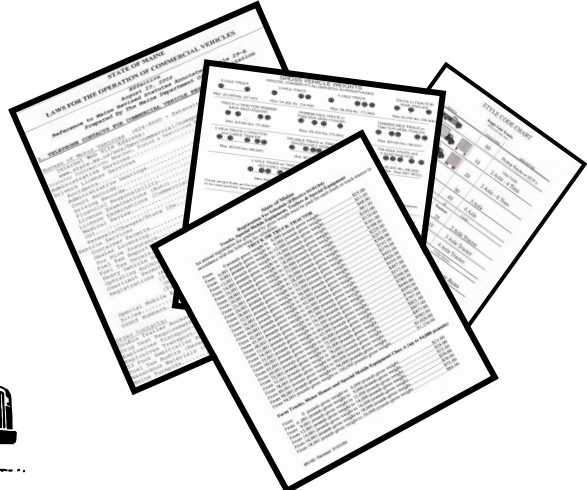
- **Municipal Agents who have processed at the New Level for a minimum of six months and have completed this training are eligible to be authorized to register trucks over 26,000 lbs.**
- **Whenever possible, as an agent at Truck level, we encourage you to offer all services that you are authorized to process for applicants from neighboring communities.**

Note: Those applicants must pay their excise tax in their own municipality first.





FIRST TIME REGISTRATION OF TRUCKS



MUNICIPAL FEES

\$6

• New Reg

+

\$1

- Additional fee for completing registration from another town

\$5

• Re-Reg

- These fees are retained by the municipality and are indicated on the registration. Do not include these fees in the Cash Report.

\$3

• Transfer

- Maine Revenue Service designates which towns will handle registrations for residents of specific unorganized territories. Please call a Municipal Coordinator for more info.

\$1

- Duplicates Transit Plates
- Boosters Special Reg Permits
- Specialty plate changes

INSURANCE REQUIREMENTS

- Insurance **MUST** be shown prior to a registration being processed.
 - **Verify Coverage Dates.**
 - **Verify Year, Make, Model, Vin #.**
 - **Insurance card may be in a name other than the registrants, provided there is no transfer of ownership.**
 - **If required to file an SR-22 (Proof of Financial Responsibility) call 624-9000 x52109 for authorization to complete.**
 - **Call a Municipal Coordinator if customer is unsure of their status.**

Additionally:

Customer may display an SR-22 Authorization Letter from the BMV Branch Office. The form must identify the specific vehicle being registered and must be collected once processed. Customer has 30 days to process once issued.

***Proof of insurance may also be shown electronically.**

Department of the Secretary of State
Bureau of Motor Vehicles

Matthew Darlap
Deputy Secretary of State

Patty A. Morneau
Deputy Secretary of State

Jeremiah Pease
Director of Public Services

3/28/2019

This letter authorizes the municipality of Yourtown to process this particular registration for plate number 0001 JV under the name of Your Name who is required to file an SR-22 certificate of insurance with the Bureau of Motor Vehicles. This insurance filing has been verified by the motor vehicle branch office in Augusta.

A copy of this letter is to be retained in the municipality files and a copy must be sent along with the registration for verification of authorization to process.

If there are any questions please contact your Municipal Coordinator at 624-9000 X52163.

Sincerely,
Branch Official

Customer Representative Associate II

LAWS FOR THE OPERATION OF COMMERCIAL VEHICLES

STATE OF MAINE
COMMERCIAL VEHICLE LAWS & REGULATIONS

Effective June 6, 2012
Reference to Maine Revised Statutes Annotated, Title 29-A
Prepared By The Bureau of Motor Vehicles,
Office of Motor Carrier Services
With the Advice and Consent of
Maine Department of Transportation and
Maine Department of Public Safety

1. CONTACTS FOR COMMERCIAL VEHICLE INFORMATION, LAWS, and REGULATIONS

Traveler Information, Weather, Posted Speed Limits and Road Closures
Internet Web Site Address: www.511maine.gov
Telephone: 511

Bureau of Motor Vehicles (BMV):
Internet Web Site Address: www.maine.gov/sos/bmv/commercial
Telephone: (207) 624-9000 + Extension

Administrative Services	Extension
Main Switchboard.....	52155
Driver License Services	
Accidents.....	52110
Administrative Hearings.....	52113
Court Records.....	52100
Driving Records.....	52116
Financial Responsibility.....	52108
License Examinations (Auto).....	52119
License Examinations (Commercial).....	52122
Medical Review.....	52124
OUI.....	52104
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For Hire Insurance.....	52131
Fuel Tax Reporting (IFTA).....	52136
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IRP Commercial.....	52135
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USDOT Numbers.....	52131

Question #5

This question on the back of the white copy of the registration pertains to these laws.

PLEASE BE ACCURATE IN ENTERING CURRENT MILEAGE

147,520

1. Is/are the registrant(s) registration or privilege to register now under suspension? Yes ___ No
2. Is/are the registrant(s) required to file an SR22 certificate of insurance with the Bureau of Motor Vehicles? Yes ___ No
3. Is this vehicle for: livery or hire ___ ambulance ___ school bus ___ bus ___ rental ___ limousine ___ transportation of students to school under contract ___ If so, a JB filing is required.
4. Tractor or truck: Is this vehicle for farm use only? Yes ___ No
5. Commercial vehicle: Please check the box that I am familiar with the Federal and State Motor Carrier Safety Regulations. Please initial **RMH**
6. This vehicle is eligible for 500 commercial tractor credit (GVW greater than 23,000 pounds: tractor-semitrailer configuration only) Yes ___ No ___

I hereby certify that I am the registrant of this vehicle and the information on this form is accurate.

Richard Herberts

Registrant's Signature

Richard Herberts

Printed Name

If under 18, parent/legal guardian signature required

TO APPLICANT

Answer all the questions on this side of the form.

Take both copies to any Motor Vehicle Office or Mail fee to:

Secretary of State
Registration Section
29 State House Station
Augusta, ME 04333-0029

Make check payable to:
Secretary of State

- Knowing the laws for the operation of commercial vehicles is the responsibility of the trucker, **NOT YOU!**
- No allowances over 100,000 lbs.

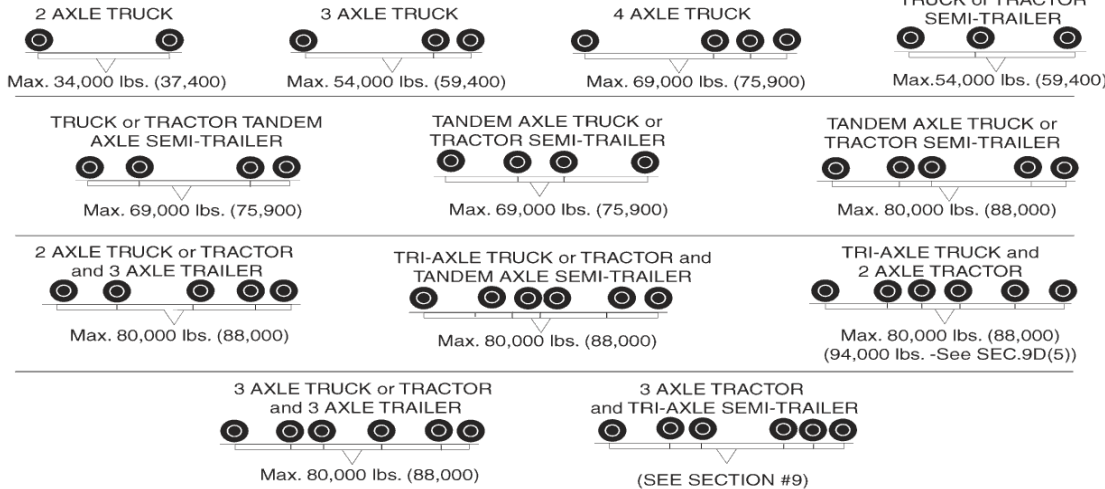
VEHICLE WEIGHT DEFINITIONS

- **Gross Vehicle Weight Rating (G.V.W.R.) means the weight of the vehicle and load as determined by the final-stage manufacturer, as the rating appears on the vehicle.**
- **Gross Vehicle Weight (G.V.W.) means the ACTUAL total weight of the vehicle and load.**
- **Registered Vehicle Weight (R.V.W.) means the gross vehicle weight specified on the vehicle's registration certificate.**
- **Only use the amount the registrant tells you.**
- **If the weight falls within a range, charge the fee for the highest weight.**

GROSS VEHICLE WEIGHT CHART

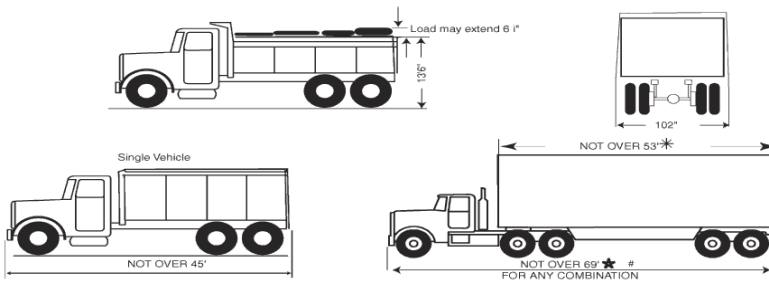
GROSS VEHICLE WEIGHTS

(SPECIAL COMMODITY ALLOWANCES IN PARENTHESES)



Gross weight limits on the Interstate for all vehicles and commodities are controlled by Bridge Formula (Table 3.) However, in no case shall the maximum G.V.W. on the Interstate exceed the limits established in Table 1.

GROSS VEHICLE DIMENSIONS



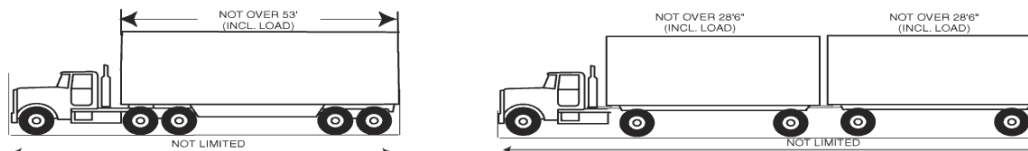
* If >45 to 48 feet, then the distance between the center of the rear axle of the tractor and the center of the rear axle of the trailer must not exceed 38 feet

Not over 74 feet if including a semitrailer > 48 feet long.

★ Tree length logs may extend 8 1/2 ft. beyond the vehicle provided the extension is not more than 25% of the log length. (NON-INTERSTATE)

INTERSTATE EXTENDED VEHICLE LENGTHS

Applies also to certain designated Federal Aid Primary highways and permitted access to that system of highways.



NOTE:
Vehicle Configuration Example:
 The number and position of axles determines how much the vehicle is allowed to weigh and be registered for.

- 2 axles = 34,000 lbs.
- 3 axle vehicle or combination of vehicles = 54,000 lbs.
- 4 or more axle vehicle or 4 axle combination of vehicles = 69,000 lbs.
- 5 or more axle combination of vehicles = 80,000 lbs.
- *6 axles = 100,000 lbs.

*Only 3 axle truck tractors with a triaxle semi-trailer combinations are allowed this weight

FEE SCHEDULE (MV-60)

State of Maine
Registration Fee Schedule (Effective 09/01/2008)
Trucks, Special Mobile Equipment, Trailers and Special Equipment

An annual registration fee graduated by gross weight must be paid for each truck or truck-tractor in accordance with the following fee schedules.

From 0 pounds gross weight to 6,000 pounds gross weight	\$35.00
From 6,001 pounds gross weight to 10,000 pounds gross weight.....	\$37.00
From 10,001 pounds gross weight to 12,000 pounds gross weight.....	\$48.00
From 12,001 pounds gross weight to 14,000 pounds gross weight.....	\$81.00
From 14,001 pounds gross weight to 16,000 pounds gross weight.....	\$105.00
From 16,001 pounds gross weight to 18,000 pounds gross weight.....	\$130.00
From 18,001 pounds gross weight to 20,000 pounds gross weight.....	\$161.00
From 20,001 pounds gross weight to 23,000 pounds gross weight.....	\$188.00
From 23,001 pounds gross weight to 26,000 pounds gross weight.....	\$220.00
From 26,001 pounds gross weight to 28,000 pounds gross weight.....	\$267.00
From 28,001 pounds gross weight to 32,000 pounds gross weight.....	\$308.00
From 32,001 pounds gross weight to 34,000 pounds gross weight.....	\$342.00
From 34,001 pounds gross weight to 38,000 pounds gross weight.....	\$379.00
From 38,001 pounds gross weight to 40,000 pounds gross weight.....	\$403.00
From 40,001 pounds gross weight to 42,000 pounds gross weight.....	\$426.00
From 42,001 pounds gross weight to 45,000 pounds gross weight.....	\$450.00
From 45,001 pounds gross weight to 48,000 pounds gross weight.....	\$497.00
From 48,001 pounds gross weight to 51,000 pounds gross weight.....	\$533.00
From 51,001 pounds gross weight to 54,000 pounds gross weight.....	\$568.00
From 54,001 pounds gross weight to 55,000 pounds gross weight.....	\$580.00
From 55,001 pounds gross weight to 60,000 pounds gross weight.....	\$640.00
From 60,001 pounds gross weight to 65,000 pounds gross weight.....	\$699.00
From 65,001 pounds gross weight to 69,000 pounds gross weight.....	\$762.00
From 69,001 pounds gross weight to 72,000 pounds gross weight.....	\$797.00
From 72,001 pounds gross weight to 75,000 pounds gross weight.....	\$821.00
From 75,001 pounds gross weight to 78,000 pounds gross weight.....	\$857.00
From 78,001 pounds gross weight to 80,000 pounds gross weight.....	\$877.00
From 80,001 pounds gross weight to 90,000 pounds gross weight.....	\$982.00
From 90,001 pounds gross weight to 94,000 pounds gross weight.....	\$1,026.00
From 94,001 pounds gross weight to 100,000 pounds gross weight.....	\$1,234.00

For Farm Trucks, Motor Homes and Special Mobile Equipment Class A (up to 54,000 pounds)

From 0 pounds gross weight to 6,000 pounds gross weight	\$21.00
From 6,001 pounds gross weight to 10,000 pounds gross weight.....	\$27.00
From 10,001 pounds gross weight to 12,000 pounds gross weight.....	\$32.00
From 12,001 pounds gross weight to 14,000 pounds gross weight.....	\$39.00
From 14,001 pounds gross weight to 16,000 pounds gross weight.....	\$50.00
From 16,001 pounds gross weight to 18,000 pounds gross weight.....	\$72.00
From 18,001 pounds gross weight to 20,000 pounds gross weight.....	\$84.00

MV-60 Revised 09/01/08

- Commercial Truck and Truck-Tractor rates are listed in the top section of the chart.

- These weights range from zero to 100,000 lbs. gross vehicle weight (g.v.w. = loaded weight).

- Farm Trucks, Motor Homes and Special Mobile Equipment, Class A (up to 54,000 lbs.) are listed in the bottom section of the chart.

- These weights range from zero to 69,000 lbs. gross vehicle weight (g.v.w. = loaded weight).

FEE SCHEDULE (MV-60)

From 20,001 pounds gross weight to 23,000 pounds gross weight.....	\$101.00
From 23,001 pounds gross weight to 26,000 pounds gross weight.....	\$119.00
From 26,001 pounds gross weight to 28,000 pounds gross weight.....	\$137.00
From 28,001 pounds gross weight to 32,000 pounds gross weight.....	\$166.00
From 32,001 pounds gross weight to 34,000 pounds gross weight.....	\$217.00
From 34,001 pounds gross weight to 38,000 pounds gross weight.....	\$265.00
From 38,001 pounds gross weight to 40,000 pounds gross weight.....	\$276.00
From 40,001 pounds gross weight to 42,000 pounds gross weight.....	\$288.00
From 42,001 pounds gross weight to 45,000 pounds gross weight.....	\$305.00
From 45,001 pounds gross weight to 48,000 pounds gross weight.....	\$322.00
From 48,001 pounds gross weight to 51,000 pounds gross weight.....	\$340.00
From 51,001 pounds gross weight to 54,000 pounds gross weight.....	\$357.00
From 54,001 pounds gross weight to 55,000 pounds gross weight.....	\$365.00
From 55,001 pounds gross weight to 60,000 pounds gross weight.....	\$394.00
From 60,001 pounds gross weight to 65,000 pounds gross weight.....	\$441.00
From 65,001 pounds gross weight to 69,000 pounds gross weight.....	\$469.00

SPECIAL MOBILE EQUIPMENT, CLASS A

The fee to register special mobile equipment, Class A, is the farm truck rate up to 54,000 pounds. If the gross weight is in excess of 54,000 pounds, use the following schedule:

From 54,001 pounds gross weight to 60,000 pounds gross weight.....	\$387.00
From 60,001 pounds gross weight to 65,000 pounds gross weight.....	\$417.00
From 65,001 pounds gross weight to 70,000 pounds gross weight.....	\$447.00
From 70,001 pounds gross weight to 75,000 pounds gross weight.....	\$477.00
From 75,001 pounds gross weight to 80,000 pounds gross weight.....	\$507.00
From 80,001 pounds gross weight to 90,000 pounds gross weight.....	\$567.00
From 90,001 pounds gross weight to 94,000 pounds gross weight.....	\$592.00
From 94,001 pounds gross weight to 100,000 pounds gross weight.....	\$712.00

Class A, Special Mobile Equipment must be registered for its actual gross weight.

Trailer/Semitrailer

Up to 2,000 pounds GVW.....	\$10.50
Over 2,000 pounds GVW.....	\$20.00

Special Equipment

Up to 2,000 pounds.....	\$10.00
2,001 to 5,000 pounds.....	\$15.00
Over 5,000 pounds.....	\$20.00

■ **Farm Trucks, Motor Homes and Special Mobile Equipment rates (continued)**

■ **Special Mobile Equipment Class A (over 54,000 lbs.)**

- **Class A pertains to special mobile equipment that weighs 54,001 lbs. to 100,000 lbs. gross vehicle weight.**

■ **Trailer / Semi-trailer**

















■ **Special Equipment**

- **Special Equipment has fees specific for the NET weight of the piece of equipment.**

COMMERCIAL STYLE CODE CHART

STYLE CODE CHART

Single Unit Trucks (Body style may vary)

VEHICLE	STYLE CODE	DESCRIPTION
	00	Pickup Trucks or SUV's
 	10	Other Trucks 2 Axle - 4 Tires
 	20	2 Axle - 6 Tires
	30	3 Axle
	40	4 Axle
	50	5 Axle
	Tractors	
	25	2 Axle Tractor
	35	3 Axle Tractor
	45	4 Axle Tractor
	55	5 Axle Tractor
	Buses	
	26	School Type Buses
	27	Other 2 Axle Buses
	37	3 Axle Buses
	47	All Other Buses

Rev. 01/05

- Always use numeric style codes for all commercial and farm vehicles.
- Specialty plates registered for **OVER** 10,000 lbs. will use commercial style codes as well.
- The registration **must** have tires, axles, registered vehicle weight and fuel type.
- **MDOT** uses style code information for road use, repair, building, and maintenance.

COMMERCIAL STYLE CODES

- Pick-up trucks registered with passenger plates or specialty plates up to 10,000 lbs. use the style code **PK**.
- Pick-up trucks registered with commercial, farm or commercial tractor plates use commercial style codes for any weight, as well as specialty plates with registered weight **OVER** 10,000 lbs.

CUMBERLAND COUNTY State of Maine Vehicle Registration

Eff. Date is Validation Date But Not Prior To: 01/01/2021 Expires: 01/31/2022 Insurance: WJK

VIN	YEAR	MAKE	MODEL	COLOR	STYL	TRES	AXLES	NET WEIGHT	REGISTERED WEIGHT	FUEL
8901VK333W9200488	1998	FORD	970L	WH	30	10	3		23,000	D

REGISTRANT(S)
BROWN, JOSEPH A.

DOB(S) ID #
10/27/1970

LESSOR
UNIT #
DOT #
135791

MAILING ADDRESS
P O BOX 15
YOURTOWN ME 04123
LEGAL RESIDENCE
18 FRONT ST
YOURTOWN ME 04444

Registration Void Unless Validated
VALIDATED REGISTRATION
YOURTOWN 04444 01/20/2021
\$324.63
7654321

Base 32.908
Mtl. Rate .0004
Local
Ex Tax 131.63
ExTx Bal 131.63
ExTx Date 01/20/2021
Fees 188.00
Agent Fee 5.00

User Id WSK E-Re-Reg.

Tax Receipt #: 7654321
MVR-3VS Rev. 01-2016 REGISTRATION
Sticker # (M) _____ (T) 20D6543253

www.maine.gov/sos

CLASS	STYLE	TIRES	AXLE
CO	30		

STYLE CODE CHART

Single Unit Trucks
(Body style may vary)

VEHICLE	STYLE CODE	DESCRIPTION
	00	Pickup Trucks or SUV's
	10	Other Trucks 2 Axle - 4 Tires
	20	2 Axle - 6 Tires
	30	3 Axle
	40	4 Axle
	50	5 Axle
	Tractors	
	25	2 Axle Tractor
	35	3 Axle Tractor
	45	4 Axle Tractor
	55	5 Axle Tractor
	Buses	
	26	School Type Buses
	27	Other 2 Axle Buses
	37	3 Axle Buses
	47	All Other Buses

Rev. 01/05

HEAVY VEHICLE USE TAX (HVUT)

- A Federal tax is collected by Internal Revenue Service (IRS) on vehicles registered, re-registered, and boosted to a r.v.w. of 55,000 lbs. or more for more than 60 days.
- A stamped copy of Schedule 1 (Form 2290) is required for proof of payment with the IRS.

The image shows a watermark sample of Form 2290 Schedule 1, titled "Form 2290 Schedule 1 Watermark Sample". It includes the IRS e-file logo and a graphic of a globe with an American flag. Below the watermark is a portion of the actual Form 2290, "Schedule of Heavy Highway Vehicles". The form is for the period July 1, 2018, through June 30, 2020. It includes fields for Name, Address, City or town, state or province, country, and ZIP or foreign postal code, and a table for reporting vehicles. A text box on the right of the form reads: "The stamped electronic 2290 schedule 1 would be available to be printed from the Help Desk only up until the time the PDF file is purged from the ME Oracle database which is set for 1 year."

Please do not hold up a Registration due to non-receipt of Schedule 1 Form 2290.

- Proof must be submitted to BMV Main Office within 60 days of the beginning of the registration period.
- BMV Maine Office has developed a mailbox address for filings and questions pertaining to the HVUT program:

HVUT.BMV@maine.gov

USDOT NUMBER REQUIREMENTS

USDOT numbers are NOT required for personal use, unless they are “IN COMMERCE”

- A vehicle **MUST** display A USDOT number if:
 1. A vehicle has a gross vehicle weight rating (G.V.W.R.) or gross combination weight rating, or gross vehicle weight (G.V.W.) or gross combination weight of 10,001 lbs. or more, whichever is greater; **OR**
 2. Is designed or used to transport more than 8 passengers, including the driver, for compensation; **OR**
 3. Is designed or used to transport more than 15 passengers, including the driver, and is **NOT USED** to transport passengers for compensation; **OR**
 4. Is transporting a “placardable amount” of Hazardous Materials.

EXCEPTION:

- If the vehicle **ALWAYS** stays within the State of Maine, the requirement for a USDOT number starts at 26,001 lbs. r.v.w. All other provisions apply: Passengers and Hazardous Materials, but only when “IN COMMERCE”.

USDOT NUMBER REQUIREMENTS

- Farmers are **NOT** exempt from USDOT numbers.
- USDOT applications can be found at www.maine.gov.
- Effective 09/30/16, all motor carriers will be required to use the FMCSA online processing for new and updated USDOT information.

State of Maine Vehicle Registration Mileage 201,653										CLASS	REGISTRATION NUMBER		
Eff Date is Validation Date But Not Prior To:		01/01/2021		Expires:		01/31/2021		Insurance:		CH		CO	1B-8987
VIN	YEAR	MAKE	MODEL	COLOR	STYLE	TIRES	AXLES	NET WEIGHT	REGISTERED WEIGHT				
8901VK333W9200488	1998	FORD	970L	WH	30	10	3		23,000				
REGISTRANT(S) ABC FLOWER SHOP, INC.			DOB(g)/ID# 010274435		Base		32,908		Sales Tax				
					Mil Rate		.004		Title				
					Ex Tax		131.63		CTA				
					Credit				Specialty Plate				
LESSOR			UNIT #		DOT #		1525636		Vanity				
MAILING ADDRESS PO BOX 15			LEGAL RESIDENCE CODE		Ex Tx Bal		131.63		Prior Tax Receipt #				
YOURTOWN ME 04123			35142		Trans. Chg								
LEGAL RESIDENCE 18 FRONT ST					Ex Tx Date		01/03/2021						
YOURTOWN ME					Rate								
					Credit								
					Fees		188.00						
					Agent Fee		5.00						
PT			DATE 01/03/2021		User ID		CH		Reg Type RE-REG				
Sticker # (M)			22D435241						www.maine.gov/sos				

DOT #	1525636
MIL. Rate	
Agent Fee	
Local Fee	

USDOT numbers can be 1 -13 digits long (usually 7 digits).

EMPLOYEE IDENTIFICATION NUMBER (EIN #)

- If a business is Incorporated or an LLC, the name on the registration **must** match EXACTLY as it is filed with Corporations, and the Federal ID **must** be used and not the date of birth. This includes IRP registrations as well.

State of Maine Vehicle Registration Mileage 201,653										CLASS	REGISTRATION NUMBER	
Eff Date is Validation Date But Not Prior To:		01/01/2021		Expires:		01/31/2021		Insurance:		CH	CO	1B-8987
VIN	YEAR	MAKE	MODEL	COLOR	STYLE	TIRES	AXLES	NET WEIGHT	REGISTERED WEIGHT	FUEL		
8901VK333W9200488	1998	FORD	970L	WH	30	10	3		23,000	D		
REGISTRANT(S) ABC FLOWER SHOP, INC.				DOB(0)/ID#		010274435		Dues		22,008		
								Sales Tax				
								Mil Rate		.004		
								Ex Tax		131.63		
								Credit				
								Credit #				
								Ex Tx Bal		131.63		
								Trans. Chg				
								Ex Tx Date		01/03/2021		
								Rate				
								Credit				
								Fees		188.00		
								Agent Fee		5.00		
								User ID		CH		
								Reg Type		RE-REG		
										www.maine.gov/sos		
MAILING ADDRESS		UNIT #		DOT #								
PO BOX 15				1525636								
YOURTOWN ME 04123		Registration Val		SAMPLE 00000								
LEGAL RESIDENCE		DATE		01/03/2021								
18 FRONT ST												
YOURTOWN ME 35142												
PI												
Sticker # (M)												

010274435	
010274435	

FLEET REGISTRATIONS

- A Fleet consists of five (5) or more vehicles with a common expiration month on all vehicles in the fleet.
- An IRP Fleet is one (1) or more vehicles.
- When creating a fleet, the specific vehicles to be added **must** currently be registered, and the registrant must pick a month of one of those vehicles.
- Indicate FLEET VEHICLE on the registration.
- Any changes to an expiration date of a vehicle that will be added to a Fleet, can be accomplished at the time of the registration renewal.
- The excise tax and the registration fees are prorated, which is calculated by the number of months the vehicle will be registered prior to the new expiration date.

FLEET VEHICLE	
Reg Type _____	NROP
www.maine.gov/sos	

FLEET REGISTRATIONS

NOTE: To prorate the excise tax and registration fees, divide the full year's fees and tax by twelve (12) and multiply by the number of months that takes the registration to the common date.

EXAMPLE: Prorate Registration Rate

The vehicle's registration expiration is Dec 31st and the Fleet's expiration is July 31st. Divide the registration rate of \$450.00 by 12 (the number of months in a year) = \$37.50.

Multiple \$37.50 by 7 (the number of months the vehicle will be used before reaching the common expiration date) = \$262.50

The registration fee due to place this vehicle into the fleet is \$262.50

NOTE: Excise Tax is calculated in the same manner as the registration fees paid.

COMMERCIAL PLATES

There are a variety of Commercial Plates for your customer to choose.

Note: Commercial plates do not always mean that the registrant is in business.



* Phasing out.

COMMERCIAL



Class Code: CO



- If a motor vehicle exceeds 10,000 lbs. r.v.w., it may be registered with a commercial plate or possibly an apportioned plate.

Motor Vehicles hauling camper trailers are exempt from gross vehicle weight restrictions with the exception of 5th wheel campers. The registered weight of the hauling vehicle must include the 5th wheel camper.



FISH TRUCK



Class Code: CO



- Fish Trucks pay Commercial Truck Fees.
- Additional \$25 for Vanity Plate.
- Question #4 must be answered **YES**, and #5 must be initialed for fish truck eligibility.
- A Fish Truck is a 2 or 3 axle truck used primarily to harvest and transport fish.
- Limited inspection qualifications:
 1. On the driver's side door of the cab, in letters not less than four inches in height, enter the name of the municipality where excise tax is paid.
 2. Operation of the truck must be within a twenty mile radius of the municipality where excised.



WRECKERS

- Registration is based upon the weight of the actual wrecker and the hoisting apparatus, with the exception of a flatbed wrecker.
- The vehicle being towed must have:
 1. Valid registration;
 2. Transit permit;
 3. Dealer plate; and
 4. Special towing permit.
- Registration based upon actual vehicle weight, not the weight of the load.
- Additional \$25 for Vanity Plates.
- USDOT # requirements are the same as other vehicles.

Class Code: CO



AGRICULTURE

- \$20 first time fee and \$15 for renewals.
- Registration fee based upon the vehicle r.v.w. Use MV-60 Truck fee (top portion).
- 1st time issue BMV Branch Office or by mail to the BMV Main Office.
- Vanity plates available for an additional annual \$25 fee.
- \$10 of the specialty plate fee will be credited to the Maine Agriculture in the Classroom Council.
- **Cannot** be issued when a truck is used in a tractor-trailer configuration.
- Question #5 must be initialed.

Class Code: AC



Class Code: AF



* Phasing Out

CONSERVATION & LOBSTER

- \$20 first time fee and \$15 for renewals.
- Registration fee based upon the vehicle r.v.w. Use MV-60 Truck fee (top portion).
- Vanity plates available for an additional annual \$25 fee.
- **Cannot** be issued when a truck is used in a tractor-trailer configuration.
- Question #5 must be initialed.



Class Code: CC



Class Code: LC



* Phasing out.

FARM TRUCK



Class Code: FM



- The Farm **must** be owned, operated, or occupied by the registrant to be registered as a Farm Truck.
- Transportation of firewood **must** be incidental to farm operation.
- USDOT # requirements are the same as other vehicles.
- Maximum registered weight 69,000 lbs.

- Limited inspection qualifications:
 1. Operation of the truck must be limited to a radius of not more than 20 miles from the farm.
 2. Four inch high lettering indicating the town where the excise tax is paid, is placed on the driver's side door.

TRUCK-TRACTOR



- A truck-tractor may be issued this plate and receive a \$40 credit towards the registration fee if:

1. It is registered for over 23,000 lbs. r.v.w.
2. The vehicle is used solely in the truck-tractor semi-trailer configuration for the full year.
3. **The registrant checks “YES” to Question 6 on the reverse side of the white registration application.**

Class Code: TT



- Style Codes by axle configuration: 25, 35, 45, or 55.
- USDOT numbers may be required.
- Vanity Plates are not allowed.



TRACTOR-TRAILER-\$40 CREDIT

Truck-Tractor Transfers: (800 series plates only)

- A transfer of an old tractor trailer plate going to a new registration, which is staying in that configuration for the entire registration period, **would be** eligible for the \$40.00 credit.
- If at registration time the vehicle was registered as a tractor-trailer, and at a later date the configuration was changed to a dump truck, the vehicle **would not** be eligible for the \$40.00 credit.
- The customer **must** check off “**YES**” to Question #6 on the reverse of the white registration form for this credit.

SPECIAL MOBILE EQUIPMENT



SPECIAL MOBILE EQUIPMENT



Class Code: TR



- **A Self-propelled Vehicle.**
 - Not used primarily for transportation of persons or property.
 - Examples: Bucket loaders, cranes, graders, rollers, and trucks used only to plow snow which now can be used for sanding, (not just ballast in the back), well drillers or similar types of equipment.
- **Vanity Plates are not available.**
- **Insurance is required.**
- **Subject to Excise Tax and Sales Tax.**
- **Title not required.**
- **Proof of payment of Heavy Vehicle Use Tax (H.V.U.T.) is required for vehicles with a r.v.w. of 55,000 lbs. or more, with the exception of Well Drillers.**
- **Fuel Use Decal must be obtained if registered for more than 26,000 lbs. r.v.w. and not gasoline powered.**
- **PARTIAL INSPECTION is required. The inspection consists of brakes, lights, steering, tires, wheels, drive line, engine, exhaust system, hydraulic, cable controls, and other mechanical parts that may affect the safe operation of the vehicle.**

SPECIAL MOBILE EQUIPMENT

Class A

- Frequent use of public ways.
- Maximum registered weight for Class A is 100,000 lbs.
- Registered for actual weight of the vehicle.
- If weight exceeds the registered vehicle and axle weight limit's contact Motor Carrier Services for permits.
- Well Drillers and Self-propelled air compressors **must** be registered as Class A.
- Well Drillers are **not** subject to Heavy Vehicle Use Tax.



Class B

- Infrequent use of public ways.
 - Registration fee is \$20.00.
- If registered weight exceeds 20,000 lbs., an overlimit and/or oversized permit **must** be obtained.



NOT VALID OVER 10 TONS
WITHOUT PERMIT FROM
BMV

Reg Type _____ NROP
www.maine.gov/sos

- **Snowplow Use Only**
 - **Full inspection required**
 - Valid from first to last snowfall of season



SNOWPLOW USE ONLY

Reg Type _____ NROP
www.maine.gov/sos

- See MV-60 Fee Schedule

SPECIAL MOBILE EQUIPMENT

Class A Special Mobile Equipment Total Gross Weight Limit(s):

Configuration	Maximum Total Gross Weight
2-Axles	39,100 lbs.
3-Axles	62,100 lbs.
4-Axles	79,350 lbs.
5 or more Axles	92,000 lbs.

Individual axles unit limits:

Single Steering Axles	18,000 lbs.
Single Axle	25,410 lbs.
Tandem Axles	48,300 lbs.
Tri-Axle	56,700 lbs.

SPECIAL EQUIPMENT



SPECIAL EQUIPMENT



Class Code: SE

- Equipment drawn by a motor vehicle. Example: wood splitters, pumps etc.
- Excise Tax & Title Exempt.
- Registration based upon Net Weight:
 - 1 to 2,000 lbs. \$10
 - 2,001 to 5,000 lbs. \$15
 - Over 5,001 lbs. \$20
- Mandatory February Expiration.
- Indicate “Exempt” on excise tax balance line.
- Net weight must be indicated.



STYLE	TIRES	AXLES	NET WEIGHT	REGISTERED WEIGHT
GE	4	2	2275	

No Vanity Plate allowed.



Truck Transfers for Vehicles Over 10,000 lbs. R.V.W.



TRANSFER-CLASS, PLATE & WEIGHT CHANGE



Sold, and registered with a (CO) plate

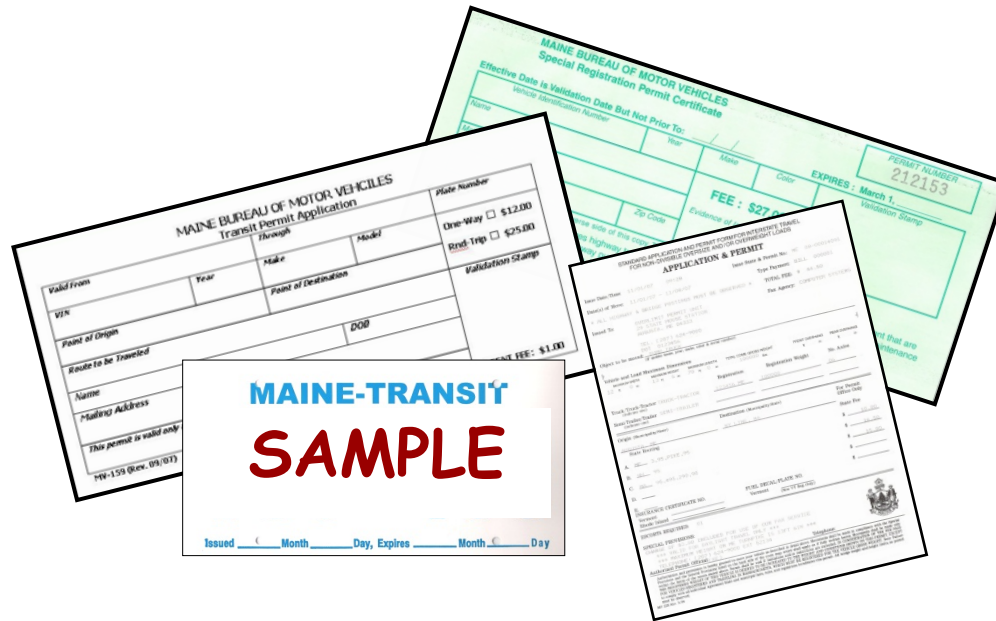
State of Maine Vehicle Registration										Mileage 187,444	
Eff. Date is Validation Date But Not Prior To: 02/15/2023			Expires: 11/30/2023			Insurance: WSK			CLASS FM	REGISTRATION NUMBER 65-123	
VIN CCY341H90LVH55470	YEAR 1976	MAKE FORD	MODEL TK	COLOR YE	STYLE 20	TIRES 6	AXLES 2	NET WEIGHT	REGISTERED WEIGHT 14,000	FUEL G	
REGISTRANT(S) ROY, GERALD C			DOB/MTD# 01/14/1959			Base 35,000			Sales Tax DLR		
LESSOR			UNIT #			DOT #			Title DLR		
MAILING ADDRESS 22 MAPLE ST			LEGAL RESIDENCE HOMETOWN ME 04444			Credit 123.45			CTA AB54321		
MAILING ADDRESS 22 MAPLE ST			LEGAL RESIDENCE CODE HOMETOWN ME 04444			Credit # 12345678			Specialty Plate _____		
MAILING ADDRESS 22 MAPLE ST			LEGAL RESIDENCE CODE HOMETOWN ME 04444			Ex Tx Bal 16.55			Vanity _____		
MAILING ADDRESS 22 MAPLE ST			LEGAL RESIDENCE CODE HOMETOWN ME 04444			Trans. Chg 3.00			Prior Tax Receipt # _____		
MAILING ADDRESS 22 MAPLE ST			LEGAL RESIDENCE CODE HOMETOWN ME 04444			Ex Tx Date 02/15/2023			CLASS, WEIGHT AND PLATE CHANGE FROM CO 624-503		
MAILING ADDRESS 22 MAPLE ST			LEGAL RESIDENCE CODE HOMETOWN ME 04444			Rate 81.00			Reg Type N/R TRANSFER		
MAILING ADDRESS 22 MAPLE ST			LEGAL RESIDENCE CODE HOMETOWN ME 04444			Credit 37.00			www.maine.gov/sos		
MAILING ADDRESS 22 MAPLE ST			LEGAL RESIDENCE CODE HOMETOWN ME 04444			Fees 52.00					
MAILING ADDRESS 22 MAPLE ST			LEGAL RESIDENCE CODE HOMETOWN ME 04444			Agent Fee 6.00					
MAILING ADDRESS 22 MAPLE ST			LEGAL RESIDENCE CODE HOMETOWN ME 04444			User ID WSK					
MAILING ADDRESS 22 MAPLE ST			LEGAL RESIDENCE CODE HOMETOWN ME 04444			PT ME 1549852					
MAILING ADDRESS 22 MAPLE ST			LEGAL RESIDENCE CODE HOMETOWN ME 04444			Sticker # (M) _____ (*) _____					




Wishes to transfer credits and register at 14,000 lbs. with a (FM) plate

Enter \$81.00 as the rate, \$37.00 as the credit and \$52.00 as the Fees to be paid. (Includes \$8.00 Transfer Fee)

Special Permits



TRANSIT PLATES

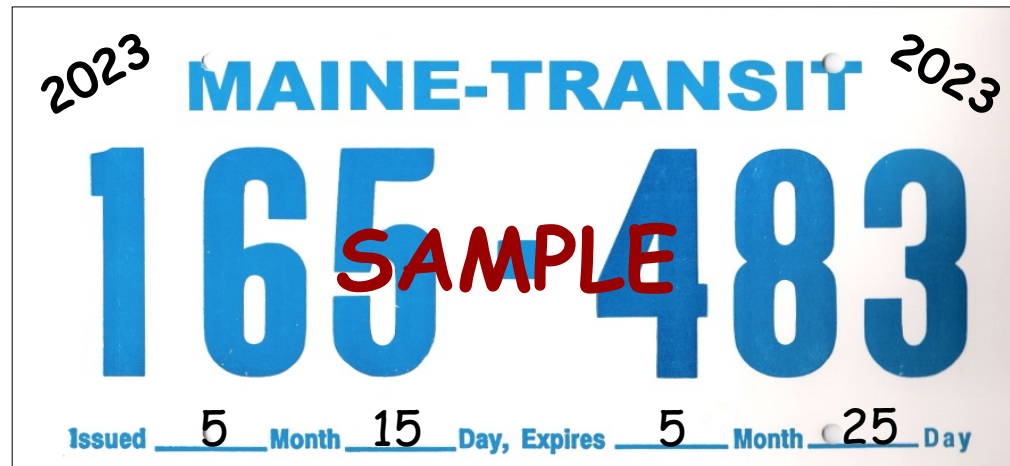
MAINE BUREAU OF MOTOR VEHICLES Transit Permit Application				
Valid From 05-15-2023		Through 05-25-2023		Plate Number 165-483
VIN VW4B33GK4G1438123	Year 2016	Make VOLKS	Model BEETLE	One-Way <input checked="" type="checkbox"/> \$12.00
Point of Origin MYTOWN, ME		Point of Destination YOURTOWN, ME		Rnd-Trip <input type="checkbox"/> \$25.00
Route to be Traveled MOST DIRECT ROUTE				Validation Stamp  AGENT FEE: \$1.00
Name GEORGE WASHINGTON			DOB 12-25-65	
Mailing Address P.O. BOX 123 YOURTOWN, ME 04123				
This permit is valid only with machine validation or State Seal. Evidence of Insurance Shown: BBB				
MV-159 (Rev. 09/07) WHITE: BMV CANARY: Customer PINK: Agent				

MV-159

- One-way Transit Plate (MV-159) fee is \$12.
- Round-trip Transit Plate fee is \$25. This allows the movement of a vehicle from point A to point B, and then returning to point A.
- Validation needs to be on both copies of the application.
- Municipalities may collect a \$1.00 service fee over and above the transit plate fee.
- Travel on a Transit Plate must be completed within 10 days.

TRANSIT PLATES

NOTE: Verify the vehicle information, VIN, Year, Make, and Model, point of origin and point of destination, which **must** be Maine.



- Transit Plates are **not** to be used in lieu of registration or to circumvent the registration requirement.
- Vehicles **must** be insured if driven, and insurance may not be in the prior owner's name if purchased.
- When being towed the permit **must** state "Towing Purposes Only".

MOBILE HOMES - MODULAR

MAINE BUREAU OF MOTOR VEHICLES Transit Permit Application				
Valid From		Through		Plate Number
VIN	Year	Make	Model	One-Way <input type="checkbox"/> \$12.00
Point of Origin		Point of Destination		Rnd-Trip <input type="checkbox"/> \$25.00
Route to be Traveled				Validation Stamp
Name			DOB	
Mailing Address				
This permit is valid only with machine validation or State Seal.				
Evidence of Insurance Shown:				AGENT FEE: \$1.00
MV-159 (Rev. 09/07) WHITE: BMV CANARY: Customer PINK: Agent				



MV-159

OR

**Class Code: TL
(over 2,000 lbs.)**

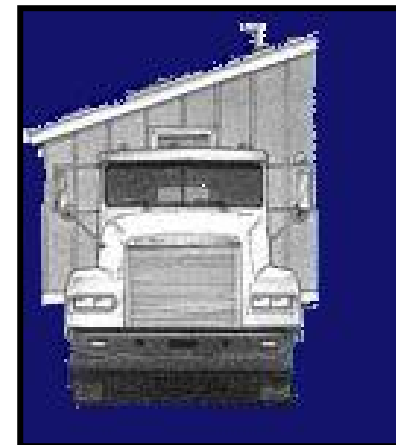


- **Transit Plate (MV-159) Fee \$12 with Tax Collector statement of taxes paid (even uncommitted taxes).**
- **For travel on a Transit, the MV-47 (certificate of taxes paid) must be completed or be registered with a trailer plate fee of \$20.00.**
- **Overlimit Permit will be needed from BMV for homes over 13'6" high, 8'6" wide, or over 65' in length.**

MOBILE HOMES – MODULAR



- “Certificate of Taxes Paid” **must** be completed and signed by the Tax Collector prior to the mobile home being moved.



STATE OF MAINE
 CERTIFICATE OF TAXES/SEWER FEES PAID ON MOBILE HOME
 Title 29-A, Sections 462-4; 1002-9; 2382-10

Property tax, water/sewer release for the municipality of: YOURTOWN

This is to certify that all property taxes and water, drain and sewer assessments have been paid on the mobile home described below, including taxes and assessments for the current tax year. Providing a signed and town-stamped copy of this form to the taxpayer is sufficient documentation that all obligations have been met. Municipal tax collectors should not sign this form until satisfied that all property tax, water and sewer charges are paid. If necessary, first refer the taxpayer to the appropriate local officials for their signature. A release also is required for intra-municipal moves.

Mobile Home Information

Make: Oxford Model: Marlette Year: 2004 Color: Blue
 Serial #: 1335354 Dimensions: 12' X 60'
 Taxpayer: John J. Smith Mover: Mobile Homes of Maine
 Moved from: YOURTOWN Moved to: HOMETOWN

I certify that all applicable property taxes have been paid on the above mobile home including for the current tax year.

Date: 1/3/23 Tax collector: Donna Jameson, Tax Collector
(Typed or printed)
 Tax Collector Signature: Donna Jameson
DA1 1/3/23



Water Fees

I certify that all applicable water fees and assessments have been paid on the above mobile home.

Date: 1/3/23 Name and title: Donna Jameson, Tax Collector
(Typed or printed)
 Signature: Donna Jameson

Sewer Fees

I certify that all applicable sewer fees and assessments have been paid on the above mobile home.

Date: 1/3/23 Name and title: Donna Jameson, Tax Collector
(Typed or printed)
 Signature: Donna Jameson

Return to: Overlimit Permit Unit, 29 State House Station, Augusta, ME 04330-0029 or any Motor Vehicle Branch office. This certificate is necessary to obtain a permit/registration to move the mobile home. O/L Unit phone: (207) 624-9000 X 52134; fax (207) 622-5332.

MV-47 Rev. 02/07

MV-47



PERMIT TO MOVE A MOTOR VEHICLE TO AN INSPECTION STATION



- **No Fee Permit.**
- **Vehicle must be registered or have a Transit Plate for issuance.**
- **The permit is valid for five (5) days.**
- **Agents can only issue this permit in connection with a transit plate; otherwise, this permit is issued by State or County law enforcement or BMV.**

State of Maine — Department of State — Motor Vehicle Division
PERMIT TO MOVE A MOTOR VEHICLE TO AN INSPECTION STATION
(Valid not exceeding Five days after date)

Date _____

Permission is hereby granted for:

_____ of _____
(Name of Applicant) (Full Address)

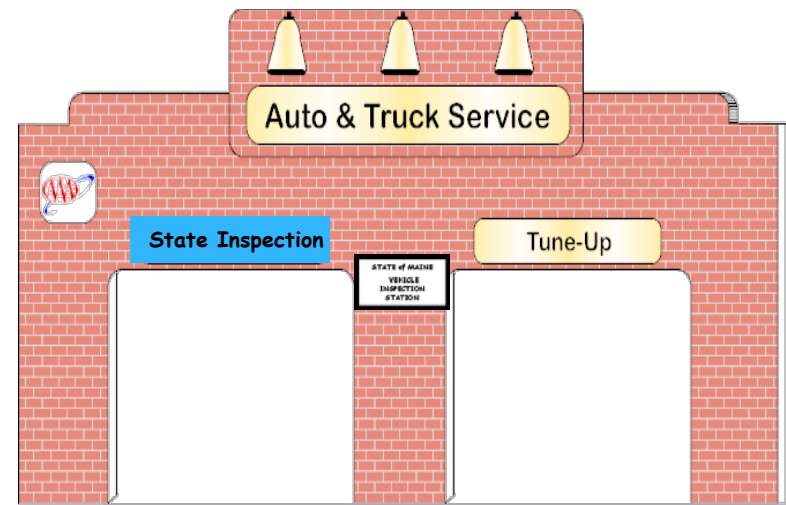
to move a _____, Registration number _____
(Year and Make)

from _____ to an Inspection
(Street and City or Town)

Station for the purpose of having the same inspected.


NOTICE Signed _____
This permit to be left at
Inspection Station

Form MVE-95



SPECIAL REGISTRATION PERMIT CERTIFICATE

MVR-10

MAINE BUREAU OF MOTOR VEHICLES Special Registration Permit Certificate				PERMIT NUMBER SAMPLE
Effective Date is Validation Date But Not Prior To: <u>03/15/2023</u>				EXPIRES: MARCH 1, <u>2024</u>
Vehicle Identification Number 2HSFBGGT6VC007315	Year 97	Make INTL	Color Silver	Validation Stamp 
Name Jason Jones Logging		FEE: \$27.00		
Mailing Address 123 Special Place		Evidence of Insurance Shown YLB		
Hometown, ME	Zip Code 04444			
APPLICANT: Read instructions on the reverse side of this copy. This permit is valid only with machine validation or State Seal.				
RESTRICTION: This permit authorizes highway travel of trucks, truck tractors, truck or truck tractors, trailers or semitrailers, and Class B special mobile equipment that are otherwise used exclusively for off-highway purposes, to and from garages for the purpose of obtaining repairs or maintenance or travel from job site to another job site. Highway transportation of either property or passengers is prohibited.				
AGENT COPY				
MVR-10 (Revised 12-1-2013)				

INSTRUCTIONS

1. Before the Maine Bureau of Motor Vehicles can issue this permit, you must first have the Tax Collector of the municipality from which the vehicle is principally garaged or maintained, sign this form stating that all personal property taxes on the vehicle identified on this application have been paid or that the vehicle is tax exempt.

TAX CERTIFICATION: I certify that all property taxes due on the vehicle described on the reverse side of this application have been paid or that none are due.
Municipality: Augusta
Tax Collector's Name: Susan Smith
Tax Collector's Signature: Susan Smith, Tax Collector


2. I hereby certify that I am the owner of the vehicle or equipment described on the reverse side of this application.


Owner's Signature: Jason Jones

3. Take all 3 copies of this form to any Bureau of Motor Vehicle Branch Office or Mail to: Bureau of Motor Vehicles, 29 State House Station, Augusta, Maine 04333-0029. Include a check for \$27, made payable to Secretary of State.

- Authorizes limited highway travel (with no load) of trucks, truck tractors, and Class B special mobile equipment that are otherwise used exclusively for off-highway purposes.
- Must pay a fee of \$27.00. Never half rate this fee.
- Insurance is required.
- First-time issue by agents at Limited New, New, and Truck level.
- Expires March 1st annually.
- MVR-10 must be signed by the owner and Tax Collector (on reverse side).

SHORT TERM GROSS WEIGHT PERMIT (BOOSTER)

CUMBERLAND COUNTY										State of Maine Vehicle Registration		187,444			
Eff. Date is Validation Date But Not Prior To: 03/01/2023										Expires: 03/31/2024		Insurance: WSK			
CLASS		REGISTRATION NUMBER								CO		624-324			
VIN	YEAR	MAKE	MODEL	COLOR	STYLE	TIRES	AXLES	NET WEIGHT	REGISTERED WEIGHT	FUEL					
CKL149210	1974	CHEV	C30	RD	10	4	2		12,000	G					
REGISTRANT(s)				DOB(s)/ID #		Base		Mil. Rate		Local		Ex Tax		Ex-Tax Bal	
ROY, GERALD G.				01/14/1959		13,225		.0040		52.90		52.90			
LESSOR			UNIT #		DOT #										
					158654										
MAILING ADDRESS				Registration Void Unless Validated		VALIDATED REGISTR.									
PO BOX 15 YOURTOWN ME 04123						YOURTOWN 04444 03/20/2023 \$105.90 21102065									
LEGAL RESIDENCE				LEGAL RESIDENCE CODE											
18 FRONT ST YOURTOWN ME 04444															
										PT					
Tax Receipt #: 21102065										Sticker # (M)		(Y) 24D 234543			
MVR-3VS Rev. 01-2016 REGISTRATION															

New American Printing (207) 773-7607		PLATE NUMBER	
NO: 122458		STATE OF MAINE SHORT TERM GROSS WEIGHT PERMIT	
		624-324	
YEAR: 1974		MAKE: CHEV	
MODEL: C30		STYLE: 10	
AXLES: 2		VEHICLE IDENTIFICATION NUMBER: CKL149210	
GROSS WEIGHT INCREASED FROM: 12,000 LBS. TO: 26,000 LBS.		EFFECTIVE: 04/01/2023	
EXPIRES: 06/01/2023			
[ROY, GERALD G. DOT# 158654] [PO Box 15] [YOURTOWN, ME 04123]			
To the Secretary of State: I hereby certify that the above statements are true.		FEE: \$ 52.60	
DATED: 04/01/2023		TIME: 2:45pm	
ISSUING OFFICIAL: J Gorwell		Gerald Roy (OWNER'S SIGNATURE)	
MV-534A REV. 5/00			

- The name on the Booster must match the name on the registration.

When a USDOT number is required on a registration, the USDOT must be on the Booster as well.

SHORT TERM GROSS WEIGHT PERMIT (BOOSTER)

- Boosters can be issued for 1 month up to 8 months. The effective date does not have to be the date the booster is purchased.
- These are used as temporary weight changes.
- Beyond 8 months, a correction is processed on the current registration and the registrant pays the difference between the current registration fee and the increased registered weight fee.
- Never boost a Passenger Plate.
- Never boost an IRP plate. Call IRP Unit for further guidance.
- Never boost an out-of-state registration.
- There are two (2) different booster tables:
 - A. Commercial, the front portion of the booster book; and
 - B. Farm, the back portion of the booster book.
- Be sure to include the Class Code, Plate Number, VIN, actual weight (from and to), and Date of Expiration. IRP vehicles can obtain a booster for Maine portion only of cab card.


SHORT TERM GROSS WEIGHT PERMIT (BOOSTER)

- **Cannot boost past the expiration date of the registration.** Registrant must have a valid registration in their possession before issuing a booster unless you can verify the information. If needed, process an early renewal and an additional booster to cover months intended for the vehicle; or request that your customer return at time of renewal for a second booster.
- Vehicles boosted to 55,000 lbs. or more need to file proof of HVUT. If the booster permit is issued for 60 days or less, the registrant **does not** need to file Form 2290.
- Use form MV-534A ~ Temporary Registered Gross Weight Increase.
 - Copy A ~ Submit in the cash report.
 - Copy B ~ Issue to the registrant.
 - Copy C ~ Municipality Office retains for their records.
- **Always attach the yellow copy of the booster to the registration after you complete it.**

SHORT TERM GROSS WEIGHT PERMIT

Boosters are calculated from date to date.


3 Month Booster

NO: 101010	STATE OF MAINE SHORT TERM GROSS WEIGHT PERMIT	PLATE NUMBER CO 624-324
YEAR: 1974 MAKE: CHEV MODEL: C30 STYLE: 10 AXLES: 2 VEHICLE IDENTIFICATION NUMBER: CKL149210 GROSS WEIGHT INCREASED FROM: 12,000 LBS. TO: 28,000 LBS. EFFECTIVE: 03/01/2023 EXPIRES: 06/01/2023		
Roy, Gerald G. PO Box 15 Yourtown, ME 04123		D.O.T. #1234567
To the Secretary of State: I hereby certify that the above statements are true.		
DATED: 03/01/2023	TIME: 3:00 PM	FEE: \$88.60
ISSUING OFFICIAL:		
Larry Lobster, Agent Town of Hometown 04444	<u>Gerald G. Roy</u> (OWNER'S SIGNATURE)	
MV-534A REV. 5/00		

SHORT TERM GROSS WEIGHT PERMIT

Boosters are calculated from date to date.

4 Month Booster

NO: 101010	STATE OF MAINE SHORT TERM GROSS WEIGHT PERMIT	PLATE NUMBER CO 624-324			
YEAR: 1974	MAKE: CHEV	MODEL: C30	STYLE: 10	AXLES: 2	
VEHICLE IDENTIFICATION NUMBER: CKL149210					
GROSS WEIGHT INCREASED FROM: 12,000 LBS. TO: 28,000 LBS.					
EFFECTIVE: 03/01/2023					EXPIRES: 06/15/2023
Roy, Gerald G. PO Box 15 Yourtown, ME 04123		D.O.T. #1234567			
To the Secretary of State: I hereby certify that the above statements are true.					
DATED: 03/01/2023	TIME: 3:00PM	FEE: \$110.50			
ISSUING OFFICIAL: Larry Lobster, Agent Town of Hometown, ME 04444		<i>Gerald G. Roy</i> (OWNER'S SIGNATURE)			
MV-534A REV. 5/00					

Example:

This Booster goes beyond the 1st day of the month, so the Booster is charged as a four-month Booster.

Any part of a month is charged as a full month.

- Any time over a month is considered another month.

EXAMPLE: March 1, 2023 -- June 1, 2023 = 3 months

March 1, 2023 -- June 15, 2023 = 4 months

SHORT TERM GROSS WEIGHT PERMIT (BOOSTER)

- A registrant may obtain a second booster on a vehicle in order to increase the weight of the first booster to a higher weight for a portion of the remaining time, or to the expiration date of the original booster.
- Credit from a booster on one truck may be transferred to a new truck when processing a new registration transfer. The new permit will read “Transferred from Permit No” (old permit number written on the top of the new permit). Collect an \$8.00 transfer fee and collect the original booster from the customer.
- A duplicate of a booster can be obtained for a \$5.00 fee at any BMV Branch or Municipality authorized to process truck permits.
- All voided boosters **must** be retained by the municipality.

SHORT TERM GROSS WEIGHT PERMIT

State of Maine Vehicle Registration Mileage 187444

Eff. Date is Validation Date But Not Prior To: 01/01/2023		Expires: 01/31/2024		Insurance: CH		CLASS: FM		REGISTRATION NUMBER: 83-000		
VIN: CKL149210	YEAR: 1974	MAKE: CHEV	MODEL: C20	COLOR: BK	STYLE: 40	TIRES: 14	AXLES: 4	NET WEIGHT:	REGISTERED WEIGHT: 48,000	FUEL: D
REGISTRANT(S): JOHNSON, ALEX S.			DOB(M/D/Y): 03/05/1947		Base: 9,550		Sales Tax: DLR			
LESSOR:			UNIT #:		DOT #: 1234567		Mil Rate: .004		Title: _____	
MAILING ADDRESS: 59 ELM STREET			DOT #:		Credit: 43.60		CTA: _____		Specialty Plate: _____	
HOMETOWN: ME 04444			DOT #:		Credit #: 5561105		Vanity: _____		Prior Tax Receipt #: _____	
LEGAL RESIDENCE: 59 ELM STREET			DOT #:		Ex Tx Bal: _____		Ex Tax: 38.20		Ex Tax Receipt #: _____	
HOMETOWN: ME 04444			DOT #:		Ex Tx Bal: _____		Ex Tax: 43.60		Ex Tax Receipt #: _____	

NO: **101010**

STATE OF MAINE
SHORT TERM GROSS WEIGHT PERMIT

PLATE NUMBER

YEAR: MAKE: MODEL: STYLE: AXLES:
 VEHICLE IDENTIFICATION NUMBER:
 GROSS WEIGHT INCREASED FROM: LBS. TO: LBS.
 EFFECTIVE: EXPIRES:

COPY A

To the Secretary of State: I hereby certify that the above statements are true.

DATED: TIME: FEE: _____
 ISSUING OFFICIAL: (OWNER'S SIGNATURE)

MV-534A REV. 5/00

Exercise: Mr. Johnson requests to boost his truck's registered weight from 48,000 to 69,000 for the period 06/12/23-10/31/23. Please fill out this booster.

SHORT TERM GROSS WEIGHT PERMIT

Completed Booster:

NO: **101010**

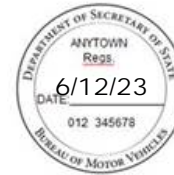
STATE OF MAINE
SHORT TERM GROSS WEIGHT PERMIT

PLATE NUMBER

FM 83-000

YEAR: 1974 MAKE: CHEV MODEL: C20 STYLE: 40 AXLES: 4
VEHICLE IDENTIFICATION NUMBER: CKL149210
GROSS WEIGHT INCREASED FROM: 48,000 LBS. TO: 69,000 LBS.
EFFECTIVE: 06/12/2023 EXPIRES: 10/31/2023

Johnson, Alex S
59 Elm St D.O.T. #1234567
Hometown, ME 04444



To the Secretary of State: I hereby certify that the above statements are true.

DATED: 06/12/2023 TIME: 3:00 PM FEE: \$89.20

ISSUING OFFICIAL: Larry Lobster, Agent
Town of Hometown 04444

Alex S. Johnson
(OWNER'S SIGNATURE)

OVER LIMIT PERMIT

- Issued at the BMV Main Office.
- Vehicles that are overweight, over length, over dimension, need special permits to travel on designated routes.
- A non-divisible load is a load that cannot be reduced in size such as a piece of equipment or a steel beam ~ **NOT** a load of gravel or several pieces of equipment materials.

STANDARD APPLICATION AND PERMIT FORM FOR INTERSTATE TRAVEL
FOR NON-DIVISIBLE OVERSIZE AND/OR OVERWEIGHT LOADS

APPLICATION & PERMIT

Issue Date/Time: 11/01/07 09:12Z Issue State & Permit No.: ME 08-00014001
Dates of Move: 11/01/07 - 11/08/07 Type Payment: BILL 000001
TOTAL FEE: \$ 11.00

Issued To: OVER LIMIT PERMIT UNIT
29 STATE HOUSE STATION
BANGOR, ME 04913
TEL: (207) 624-9000
DOT 0123456

Object to be moved: (if mobile home, year, make, color & serial number)

Vehicle and Load Maximum Dimensions					
MAXIMUM WIDTH	MAXIMUM HEIGHT	MAXIMUM LENGTH	TOTAL COMB GROSS WEIGHT	FRONT OVERHANG	REAR OVERHANG
11' 0"	13' 6"	52' 0"	10,000 LB	0"	0"

Registration		
Registration Weight	No. Axles	
10,000 LB	06	

Truck/Tractor/Truck-TRACTOR (indicate use): 123456789
Semi-Trailer/Trailer SEMI-TRAILER (indicate use):

Origin (Municipality/State): State Routing: 01234567 ME
Destination (Municipality/State): 01234567 ME
For Permit Office Only State Fee: \$ 14.00

A. \$ 17.00 LOCAL
B. \$
C. \$
D. \$

INSURANCE CERTIFICATE NO. FUEL DECAL-PLATE NO.
Vermont Vermont (New VT Reg. Only)
Rhode Island

ESORTS REQUIRED: 0

SPECIAL PROVISIONS:
*** \$15.00 INCLUDED FOR USE OF OUR FAX SERVICE ***
*** VALID FOR DAYLIGHT TRAVEL ONLY ***
*** MAXIMUM HEIGHT FOR ME TOLLS/FEE IS 13' 6" FT 6" IN ***
TEL: (207) 624-9000 EXT 52134

Authorized Permit Official: Telephone: (207) 624-9000 ext.: 52134

- Maine Over limit Application and Permits are available at the BMV Main Office and online at:

www.movememaine.com

(207) 624-9000 ext.: 52134

- Out of state permits no longer available.

EXCISE TAX REIMBURSEMENT

What is the Excise Tax Reimbursement program?

- In 1996, a law was passed to allow the excise tax on commercial vehicles of model year 1996 and newer, which are registered or have a gross vehicle weight rating of over 26,000 lbs., be calculated on the sale price (**when sold brand new**) of the vehicle. This law also applies to farm trucks, buses (model year 2006 and newer) and special mobile equipment, Class A.



EXCISE TAX REIMBURSEMENT

← MVR-14

MAINE BUREAU OF MOTOR VEHICLES

EXCISE TAX REIMBURSEMENT APPLICATION FOR TRUCKS AND BUSES

Trucks must be of model year 1996 and newer. Buses must be of model year 2006 and newer
Registered weight must be over 26,000 lbs.

MUNICIPALITY Augusta TOWN CODE 44013
TAX COLLECTOR Tina Gowell DATE OF APPLICATION 03-20-2023
REGISTRANT'S NAME John Smith
PLATE # 925-325 CLASS CODE AP
MODEL YEAR 2023 MAKE FRHT MODEL Cascad
VIN NUMBER 1FUJGHDV0BLBC2130
ACTUAL PURCHASE PRICE \$92,329 MSRP \$170,576
(price of vehicle less an brand new-first owner)

PLEASE CHECK ONE OF THE FOLLOWING:

- NON SLEEPER HIGH TILT ALUM SLEEPER
 SLEEPER BOX HIGH TILT AERODYNAMIC SLEEPER

- Excise tax must be paid by June 30th of the current fiscal year in order to qualify for reimbursement. All applications are expected to be submitted by August 1st.
- If a vehicle that qualified for reimbursement has been moved to a new town, that new town must submit an application in order to receive excise tax reimbursement.
- If a vehicle is sold to a new registrant in the same town, a new application must be submitted to receive excise tax reimbursement.

NEW VEHICLES

Submit your application for reimbursement with a copy of the registration/excise tax receipt, copy of the dealer's certificate, bill of sale or window sticker, and a copy of your application for title. Vehicle model numbers are required. Copies of all invoices pertaining to the vehicle and it's equipment must be submitted with this application.

USED VEHICLES

If a 1996 model year or newer vehicle is purchased used, the registrant must provide the tax collector with proof of the actual purchase price of the vehicle when it was new (brand new/first owner). If the vehicle was registered in Maine, that information may be available by contacting the Commercial Registration Section. If not, it is up to the registrant to obtain that information from the original owner of the vehicle. If the information cannot be obtained, the excise tax is to be based upon the MSRP of the vehicle.

MVR-14 Rev. 1/16

101 Hospital Street, 29 State House Station, Augusta, ME 04333-0029
207-624-9900 Ext. 52151 TTY Users call Maine relay 711

- Municipalities will be reimbursed by the Bureau of Motor Vehicles for the difference in excise tax between the Manufacturer's Suggested Retail Price (MSRP) and the actual sale price from the dealer invoice. In order to receive reimbursement, the municipality must submit an Excise Tax Reimbursement application (MVR-14). Only one application submitted per vehicle.
- Limited New, New and Truck level towns may participate in this program.

CALCULATING EXCISE TAX REIMBURSEMENT

MSRP: 2023 Freightliner

\$170,576

X .024 (mil rate for **1st yr.**)

\$4,093.83

Sales Price: 2023 Freightliner

\$92,329

X .024 (mil rate for **1st yr.**)

\$2,215.90



Reimbursement Amount

\$ 4,093.83 (excise on MSRP)

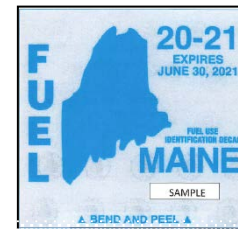
-2,215.90 (excise on sales price)

\$ 1,877.93 Reimbursement to Municipality



FUEL DECALS ARE REQUIRED WHEN:

- Vehicle has a gross weight, registered gross weight, or combined gross weight in excess of over 26,000 lbs.; or
 - Has 3 or more axles on the power unit regardless of gross weight; or
 - Is a bus designed to carry 20 or more passengers; or
 - Used in combination with another vehicle to be in excess of 26,000 lbs.
-
- Vehicles staying in state ~ need a Maine Fuel Decal
 - Vehicles leaving the state ~ need an IFTA Decal



**Customers requesting information regarding fuel decals, can call:
Maine Fuel Decal (interstate): 624-9000 Ext. 52137 or
IFTA Fuel Decal (intrastate): 624-9000 Ext. 52136**

IN-STATE OPERATING AUTHORITY

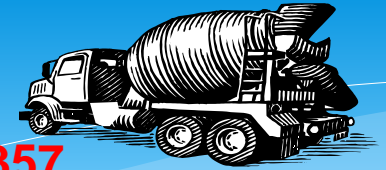
- The Secretary of State may not register any motor vehicle for rent, lease, hire or livery and a person may not operate a motor vehicle on any public way in Maine until the owner or owners of that vehicle procure insurance (JB) or bond covering the operation of that vehicle, and this insurance must be maintained at all times. Evidence of appropriate insurance must be filed with the Operating Authority Unit prior to the vehicle registration being processed.



- JB Insurance filings are processed **only** at the BMV Main Office. The actual “For Hire” registrations can be done at any BMV Branch Office or designated Agent **only** after contacting the Operating Authority Unit to verify insurance coverage. If processing a “Transfer”, you **must** indicate this, as additional research would be needed. A registrant’s legal name and physical address must match the JB Filing name **EXACTLY**.

Customers requesting information for JB Filings ONLY, can call the Operating Authority Section at: 624-9000 Ext. 52131

WEIGHT TOLERANCES



Special Commodities Allowance-Title 29A Sec. 2357

- An allowance of 10% above the maximum allowable gross vehicle weight is permitted on vehicles engaged in the exclusive transport of certain commodities **but** are still subject to axle weight limits **and MUST be registered for the maximum allowable weight for its configuration.**

Examples:

1. Materials or unset concrete intended for highway construction and carried in dump or transit-mix trucks.
2. Manufacturer's concrete products.
3. Raw ore from mine or quarry to place of processing.
4. Refrigerated products when they constitute the majority of products carried in a sealed vehicle ~ unprocessed milk.
5. A vehicle loaded entirely with building materials that absorb moisture during delivery, bark, sawdust, firewood, sawed lumber, dimension lumber, pulpwood, wood chips, logs, soil, unconsolidated rock material including limestone, bolts, farm produce, road salt, manufacturer's concrete products, solid waste etc.



Questions? Call Commercial Enforcement 624-8939

REVIEW QUESTIONS

1. Can a booster be put on a veteran plate? _____
2. If a customer comes in on April 1st and wants to boost his registration for 6 months but his registration expires in June, how is this processed? _____
3. What if my customer does not have his HVUT with him at time of registration? _____
4. Which questions need to be answered on the back of the white registration when registering a commercial plate? _____
5. When someone comes in to register “special equipment” what are the pertinent questions to ask? _____
6. Which plate qualifies a customer to receive a \$40 registration credit and what are the requirements to get this credit? _____
7. Can a special registration permit be used if the town does not collect personal property tax? _____ and when do they expire? _____
8. Do you have to be a truck level town to participate in the excise tax reimbursement program? _____

FINANCIAL REPORTING OF REGISTRATIONS & PERMITS

Electronic

**** TOWN SUMMARY **** Page 1
BUREAU OF MOTOR VEHICLES

VENDOR ID#: TRIO VERSION UPDATER: 04.4.857
MUNICIPALITY: Yourtown DATE OF REPORT: 12/10/2020
TOWN/COUNTY CODE: PROCESS DATE RANGE: 12/03/2020-12/10/2020
AUTHORIZATION TYPE: NEW DATE RECEIVED: 12/31/20
AGENT Tina M Gowell TOWN PHONE NUMBER: (207) 624-9000

--- TOWN SUMMARY --- --- FOR BMV USE ONLY ---

Category	Units	Dollars	Category	Units	Dollars
PASSENGER FULL.....	4	140.00	PASSENGER FULL.....		
ISLAND USE.....		.00	ISLAND USE.....		
ANTIQUE.....	1	30.00	ANTIQUE.....		
ANTIQUE MOTORCYCLE.....		.00	ANTIQUE MOTORCYCLE.....		
AUTOCYCLE.....		.00	AUTOCYCLE.....		
MOTOR HOME.....		.00	MOTOR HOME.....		
RENTAL.....		.00	RENTAL.....		
PASSENGER NO FEE.....		.00	PASSENGER NO FEE.....		
PASSENGER HALF RATE.....		.00	PASSENGER HALF RATE.....		
HIRE.....		.00	HIRE.....		
PASSENGER TRUCK.....		.00	PASSENGER TRUCK.....		
COMMERCIAL.....	5	617.00	COMMERCIAL.....		
TRAILER.....	6	122.00	TRAILER.....		
TRACTOR/SPEC MOBILE.....		.00	TRACTOR/SPEC MOBILE.....		
COACH/EMERGENCY.....		.00	COACH/EMERGENCY.....		
FARM TRUCK.....		.00	FARM TRUCK.....		
MOTORCYCLE.....		.00	MOTORCYCLE.....		
MOPED.....		.00	MOPED.....		
SPECIAL EQUIPMENT.....		.00	SPECIAL EQUIPMENT.....		
BUS.....		.00	BUS.....		
TITLE.....		.00	TITLE.....		
VANITY PLATES.....	3	75.00	VANITY PLATES.....		
RESERVE NUMBER.....		.00	RESERVE NUMBER.....		
LOST PLATE.....		.00	LOST PLATE.....		
DUP STICKER.....		.00	DUP STICKER.....		
DUP REGISTRATION.....		.00	DUP REGISTRATION.....		
SPECIAL PERMIT CERT.....		.00	SPECIAL PERMIT CERT.....		
INCREASE GWW.....		.00	INCREASE GWW.....		
TRANSFER.....		.00	TRANSFER.....		
TRANSFER.....	1	8.00	TRANSFER.....		
AGRICULTURE-NEW.....		.00	AGRICULTURE-NEW.....		
AGRICULTURE-RENEWAL.....		.00	AGRICULTURE-RENEWAL.....		
ANIMAL WELFARE-NEW.....		.00	ANIMAL WELFARE-NEW.....		
ANIMAL WELFARE-RENEW.....		.00	ANIMAL WELFARE-RENEW.....		

Manual

MUNICIPALITY:			DATE OF REPORT:		
GEO CODE:			REGISTRATION PROCESSED FROM TO:		
AUTHORIZATION TYPE:			TELEPHONE:		
AGENT:			BMV USE ONLY DATE RECEIVED:		
"DEPOSIT MONEY DAILY" WORK ANALYSIS			BUREAU of MOTOR VEHICLES REGISTRATION PROGRAM		
			THIS FORM MUST BE COMPLETED WHEN SUBMITTING YOUR WORK TO BMV AS REQUIRED.		
TOWN SUMMARY			FOR BMV USE ONLY		
ITEM	UNITS	MONEY	ITEM	UNITS	MONEY
Passenger			Passenger		
Island Use			Island Use		
Antique			Antique		
Antique Motorcycle			Antique Motorcycle		
Motor Home			Motor Home		
Street Rod			Street Rod		
No Fee			No Fee		
Half Rate			Half Rate		
Hire/Rental			Hire/Rental		
Passenger Truck			Passenger Truck		
Commercial Trucks			Commercial Trucks		
Trailers			Trailers		
Tractor/Special Mobile			Tractor/Special Mobile		
Coach			Coach		
Farm Trucks			Farm Trucks		
Motorcycles			Motorcycles		
Mopeds			Mopeds		
Special Equipment			Special Equipment		
Bus			Bus		
Titles			Titles		
Title No Fee			Title No Fee		
Vanity Plates			Vanity Plates		
Res. # Fee			Res. # Fee		
Lost Plates			Lost Plates		
Duplicate Stickers			Duplicate Stickers		
Duplicate Registration			Duplicate Registration		
Special Permit			Special Permit		
L. G. W. / Boosters			L. G. W. / Boosters		

NV-301 REV 06/2021 BMV COPY Pg 1 of 2



FINANCIAL REPORTING OF REGISTRATIONS & PERMITS

- Municipalities processing electronic registrations **must** submit cash reports once a week along with a check or deposit ticket covering the work for that period.

If no registrations are processed within the reporting period, send a blank cash report indicating the name of the town stating no activity during this time period.

If errors or omissions are realized after the cash report has been submitted to BMV, please call the Cash Office (207)624-9019 so they may inform you of the steps to follow at that time.

CASH REPORT ELECTRONIC

**** TOWN SUMMARY ****
BUREAU OF MOTOR VEHICLES

Page 1

VENDOR ID#: _____ VERSION UPDATE#: 04.4.856
MUNICIPALITY: Your Town DATE OF REPORT: 01/12/2023
TOWN/COUNTY CODE: 12345 PROCESS DATE RANGE: 01/06/2023-01/12/2023
AUTHORIZATION TYPE: Truck DATE RECEIVED: _____
AGENT *Mary McPhee* TOWN PHONE NUMBER: 207-498-6133

--- TOWN SUMMARY ---

--- TOWN SUMMARY ---			--- FOR BMV USE ONLY ---		
Category	Units	Dollars	Category	Units	Dollars
PASSENGER FULL.....	8	280.00	PASSENGER FULL.....		
ISLAND USE.....		.00	ISLAND USE.....		
ANTIQUE.....		.00	ANTIQUE.....		
ANTIQUE MOTORCYCLE.....		.00	ANTIQUE MOTORCYCLE.....		
AUTOCYCLE.....		.00	AUTOCYCLE.....		
MOTOR HOME.....		.00	MOTOR HOME.....		
RENTAL.....		.00	RENTAL.....		
PASSENGER NO FEE.....		.00	PASSENGER NO FEE.....		
PASSENGER HALF RATE.....		.00	PASSENGER HALF RATE.....		
HIRE.....		.00	HIRE.....		
PASSENGER TRUCK.....		.00	PASSENGER TRUCK.....		
COMMERCIAL.....		.00	COMMERCIAL.....		
TRAILER.....		.00	TRAILER.....		
TRACTOR/SPEC MOBILE.....		.00	TRACTOR/SPEC MOBILE.....		
COACH/EMERGENCY.....		.00	COACH/EMERGENCY.....		
FARM TRUCK.....		.00	FARM TRUCK.....		
MOTORCYCLE.....		.00	MOTORCYCLE.....		
MOPED.....		.00	MOPED.....		
SPECIAL EQUIPMENT.....		.00	SPECIAL EQUIPMENT.....		
BUS.....		.00	BUS.....		
TITLE.....		.00	TITLE.....		
VANITY PLATES.....		.00	VANITY PLATES.....		
RESERVE NUMBER.....		.00	RESERVE NUMBER.....		
LOST PLATE.....		.00	LOST PLATE.....		
DUP STICKER.....		.00	DUP STICKER.....		
DUP REGISTRATION.....		.00	DUP REGISTRATION.....		
SPECIAL PERMIT CERT.....		.00	SPECIAL PERMIT CERT.....		
INCREASE GVW.....		.00	INCREASE GVW.....		
TRANSIT.....		.00	TRANSIT.....		
TRANSFER.....	1	8.00	TRANSFER.....		

Electronic towns need to notify their vendor when there is an agent change.

Do not write in this area.

CASH REPORT ELECTRONIC

--- TOWN SUMMARY ---			--- FOR BMV USE ONLY ---		
Category	Units	Dollars	Category	Units	Dollars
AGRICULTURE-NEW.....		.00	AGRICULTURE-NEW.....		
AGRICULTURE-RENEWAL.....		.00	AGRICULTURE-RENEWAL.....		
ANIMAL WELFARE-NEW.....		.00	ANIMAL WELFARE-NEW.....		
ANIMAL WELFARE-RENEWAL.....	1	15.00	ANIMAL WELFARE-RENEWAL.....		
BARBARA BUSH - NEW.....		.00	BARBARA BUSH - NEW.....		
BARBARA BUSH - RENEWAL.....		.00	BARBARA BUSH - RENEWAL.....		
BRST CANCER-NEW.....		.00	BRST CANCER-NEW.....		
BRST CANCER-RENEWAL.....		.00	BRST CANCER-RENEWAL.....		
BLACK BEAR-NEW.....		.00	BLACK BEAR-NEW.....		
BLACK BEAR-RENEWAL.....		.00	BLACK BEAR-RENEWAL.....		
CONSERVATION-NEW.....		.00	CONSERVATION-NEW.....		
CONSERVATION-RENEWAL.....		.00	CONSERVATION-RENEWAL.....		
LOBSTER-NEW.....		.00	LOBSTER-NEW.....		
LOBSTER-RENEWAL.....		.00	LOBSTER-RENEWAL.....		
MAINE LIGHTHOUSE - NEW.....		.00	MAINE LIGHTHOUSE - NEW.....		
MAINE LIGHTHOUSE - RENEWAL.....		.00	MAINE LIGHTHOUSE - RENEWAL.....		
SPORTSMAN - NEW.....		.00	SPORTSMAN - NEW.....		
SPORTSMAN - RENEWAL.....		.00	SPORTSMAN - RENEWAL.....		
SUP YR TRPS-NEW.....		.00	SUP YR TRPS-NEW.....		
SUP YR TRPS-RENEWAL.....		.00	SUP YR TRPS-RENEWAL.....		
U OF M -NEW.....		.00	U OF M -NEW.....		
U OF M -RENEWAL.....		.00	U OF M -RENEWAL.....		
OTHER.....		.00	OTHER.....		
SALES TAX - PAID.....		.00	SALES TAX - PAID.....		
SALES TAX - NO FEE.....		.00	SALES TAX - NO FEE.....		
EXCISE TAX TOTAL.....	11	1,489.04	EXCISE TAX TOTAL.....		
SUBTOTAL.....	10	303.00	SUBTOTAL.....		
OVER/SHORT.....		.00	OVER/SHORT.....		
ADJUSTED GRAND TOTAL.....	10	303.00	ADJUSTED GRAND TOTAL.....		

Report completed by Ginger Rogers

Mail one copy of all reports, data upload verification, and remittance to: _____

TOTAL AMOUNT REMITTED TO BMV _____

ATTN: ACCOUNTING UNIT
BUREAU OF MOTOR VEHICLES
101 HOSPITAL STREET
29 STATE HOUSE STATION
AUGUSTA, ME 04333-0029

() Bank Deposit
() Cash
(X) Checks/Money Order

PROCESSED BY BMV
INITIALS SR
DATE _____

Do not write in this area.

Signature of individual processing report.

CASH REPORT PLACEMENT

**** TOWN SUMMARY ****
BUREAU OF MOTOR VEHICLES Page 1

VENDOR ID#: TRIO VERSION UPDATES: 04.4.857
MUNICIPALITY: Yourtown DATE OF REPORT: 12/10/2020
TOWN/COUNTY CODE: PROCESS DATE RANGE: 12/03/2020-12/10/2020
AUTHORIZATION TYPE: NEW DATE RECEIVED: 12/21/2020
AGENT Tina M Gowell TOWN PHONE NUMBER: (207) 624-9000

--- TOWN SUMMARY ---			--- FOR BMV USE ONLY ---		
Category	Units	Dollars	Category	Units	Dollars
PASSENGER FULL	4	140.00	PASSENGER FULL		
ISLAND USE		.00	ISLAND USE		
ANTIQUE	1	30.00	ANTIQUE		
ANTIQUE MOTORCYCLE		.00	ANTIQUE MOTORCYCLE		
AUTOCYCLE		.00	AUTOCYCLE		
MOTOR HOME		.00	MOTOR HOME		
RENTAL		.00	RENTAL		
PASSENGER NO FEE		.00	PASSENGER NO FEE		
PASSENGER HALF RATE		.00	PASSENGER HALF RATE		
HIRER		.00	HIRER		
PASSENGER TRUCK		.00	PASSENGER TRUCK		
COMMERCIAL	5	617.00	COMMERCIAL		
TRAILER	6	122.00	TRAILER		
TRACTOR/SPEC MOBILE		.00	TRACTOR/SPEC MOBILE		
COACH/EMERGENCY		.00	COACH/EMERGENCY		
FARM TRUCK		.00	FARM TRUCK		
MOTORCYCLE		.00	MOTORCYCLE		
MOPED		.00	MOPED		
SPECIAL EQUIPMENT		.00	SPECIAL EQUIPMENT		
BUS		.00	BUS		
TITLE		.00	TITLE		
VANITY PLATES	3	75.00	VANITY PLATES		
RESERVE NUMBER		.00	RESERVE NUMBER		
LOST PLATE		.00	LOST PLATE		
DUP STICKER		.00	DUP STICKER		
DUP REGISTRATION		.00	DUP REGISTRATION		
SPECIAL PERMIT CERT.		.00	SPECIAL PERMIT CERT.		
INCREASE GVW		.00	INCREASE GVW		
TRANSIT		.00	TRANSIT		
TRANSFER	1	8.00	TRANSFER		
AGRICULTURE-NEW		.00	AGRICULTURE-NEW		
AGRICULTURE-RENEWAL		.00	AGRICULTURE-RENEWAL		
ANIMAL WELFARE-NEW		.00	ANIMAL WELFARE-NEW		
ANIMAL WELFARE-RENEW		.00	ANIMAL WELFARE-RENEW		

**** TOWN SUMMARY ****
BUREAU OF MOTOR VEHICLES Page 2

VENDOR ID#: TRIO VERSION UPDATES: 04.4.857
MUNICIPALITY: Yourtown DATE OF REPORT: 12/10/2020
TOWN/COUNTY CODE: 04444 PROCESS DATE RANGE: 12/03/2020-12/10/2020
AUTHORIZATION TYPE: NEW DATE RECEIVED: 12/21/2020
AGENT Tina M Gowell TOWN PHONE NUMBER: (207) 624-9000

--- TOWN SUMMARY ---			--- FOR BMV USE ONLY ---		
Category	Units	Dollars	Category	Units	Dollars
BARBARA BUSH - NEW		.00	BARBARA BUSH - NEW		
BARBARA BUSH - RENEWAL	1	15.00	BARBARA BUSH - RENEWAL		
BRST CANCER-NEW		.00	BRST CANCER-NEW		
BRST CANCER-RENEWAL		.00	BRST CANCER-RENEWAL		
BLACK BEAR-NEW		.00	BLACK BEAR-NEW		
BLACK BEAR-RENEWAL		.00	BLACK BEAR-RENEWAL		
CONSERVATION-NEW		.00	CONSERVATION-NEW		
CONSERVATION-RENEWAL		.00	CONSERVATION-RENEWAL		
LOBSTER-NEW		.00	LOBSTER-NEW		
LOBSTER-RENEWAL		.00	LOBSTER-RENEWAL		
SPORTSMAN		.00	SPORTSMAN		
SUP YR TRPS-NEW		.00	SUP YR TRPS-NEW		
SUP YR TRPS-RENEWAL		.00	SUP YR TRPS-RENEWAL		
U OF M-NEW		.00	U OF M-NEW		
U OF M-RENEWAL		.00	U OF M-RENEWAL		
OTHER		.00	OTHER		
SALES TAX - PAID	1	5.50	SALES TAX - PAID		
SALES TAX - NO FEE		.00	SALES TAX - NO FEE		
EXCISE TAX TOTAL	6	740.35	EXCISE TAX TOTAL		
SUBTOTAL	17	1,782.86	SUB TOTAL		
OVER/SHORT		.00	OVER/SHORT		
ADJUSTED GRAND TOTAL	7	1,782.86	ADJUSTED GRAND TOTAL		

Report completed by _____

Mail one copy of all reports, date upload verification, and remittance to: TOTAL AMOUNT REMITTED TO BMV _____

ATN ACCOUNTING UNIT () Bank Deposit
BUREAU OF MOTOR VEHICLES () Cash
161 HOSPITAL STREET () Checks/Money Order
29 STATE HOUSE STATION
AUGUSTA, ME 04333-0029

PROCESSED BY BMV
INITIALS _____
DATE 12/21/2020

Record Under:
Passenger
Vanity
BH Specialty

State of Maine Vehicle Registration 187,444

CUMBERLAND COUNTY

Eff. Date is Validation Date But Not Prior To: 03/01/2023 Expires: 03/31/2024 Insurance: WSK

CLAY REGISTRATION NUMBER: **BH HAPPY**

VIN	YEAR	MAKE	MODEL	COLOR	STYLE	TIRES	AXLES	NET WEIGHT	REGISTERED WEIGHT	FUEL
1FALP528VDG174716	2013	FORD	F150	RD	PK					G
REGISTRANT(S) STANLEY, JESSICA M					DOB(S) ID # 10/27/1970		Base Mil. Rate 32,905 Local Ex Tax .0040 Ex Tax 131.63 ExTx Bal 0.00 ExTx Date 03/01/2023 Fee 35.00 Agent Fee 5.00 BH \$15.00			
MAILING ADDRESS PO BOX 15 YOURTOWN ME 04123			Registration Void Unless Validated VALIDATED REGISTRATION YOURTOWN 04444 03/01/2023 \$211.63 21102065			E-Re-Reg.				
LEGAL RESIDENCE 18 FRONT ST YOURTOWN ME 04444										

Tax Receipt #: 21102065 Sticker # (A) _____ (T) 24D 234543

MVR-SVS Res: 01-2016 REGISTRATION

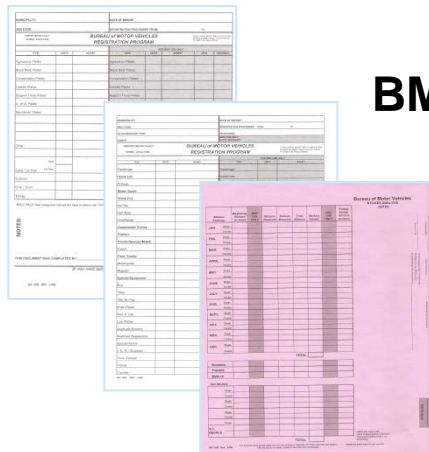
www.maine.gov/sos

CASH REPORT ELECTRONIC

- **Print and submit the report in its entirety. Stack the pages in the order in which they are printed.**
- **Attach town check or deposit slip to the face of the white copy of the cash report.**
- **Stamp the outside of the envelope with your town validation stamp and enter the date range of the report prior to submitting to the Bureau of Motor Vehicles.**
- **Double check your figures and the math. It's extremely easy to transpose digits when calculating money amounts.**
- **Verify your check. If you pay with a Town check, verify the line amount with the written amount in the box and sign the check.**
- **Do Not deposit monies for the Bureau of Motor Vehicles into any personal accounts.**
- **Do Not use personal checks to pay the Bureau of Motor Vehicles.**

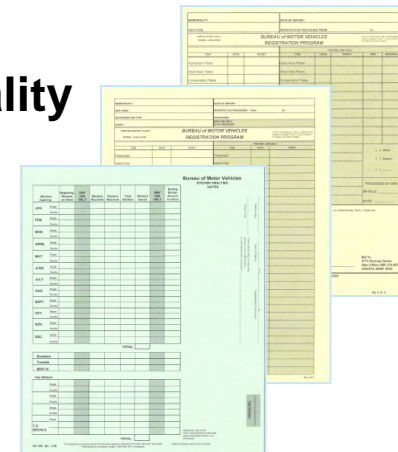
CASH REPORT MANUAL

- The Cash Reporting document is six (6) pages:
 - a) Two white pages of the work analysis are to be submitted to BMV Main Office, along with;
 - b) One pink page of the sticker analysis.
 - c) Please retain the two yellow work analysis copies and the green sticker analysis copy for the municipal files.



BMV

Municipality



CASH REPORT MANUAL~ (MV300)

The gray shaded area is for the Bureau of Motor Vehicles use ONLY.

REMEMBER to complete the work analysis and sticker analysis sheets:

MUNICIPALITY: YOUR TOWN	DATE OF REPORT: 03/09/2023
GEO CODE: 12345	REGISTRATION PROCESSED FROM 03/03/2023 03/09/2023
AUTHORIZATION TYPE: Truck Level	TELEPHONE: (207) 555-1234
AGENT: Mary McPhee	<i>BMV USE ONLY</i> DATE RECEIVED:
"DEPOSIT MONEY DAILY" WORK ANALYSIS	BUREAU of MOTOR VEHICLES REGISTRATION PROGRAM
	THIS FORM MUST BE COMPLETED WHEN SUBMITTING YOUR WORK TO BMV AS REQUIRED.

- Name of the Municipality;
- Date of the Report;
- FROM and TO dates (The oldest piece of registration work to the most recent.);
- Town Geo (Geographic) Code;
- Level of Authorization as determined by the Bureau of Motor Vehicles: Limited New Level, New Level, or Truck Level;
- Telephone Number; and
- Person completing the cash report **must** sign the report.

Your Town **YOUR TOWN**

Municipality **12345**

Town Code

Date of Report **03/09/2023**

Registration Processed from **03/03/2023** to **03/09/2023**

I have physically counted the stickers in my office prior to submitting this document **Mary McPhee**

CASH REPORT MANUAL

1. Passenger ~ all \$35.00 passenger vehicles are to be grouped together (passenger, handicap, firefighter, veteran, etc.).
2. Island Use, Antique, Antique Motorcycle, Motor Home, Street Rod, No fee, Half-Rate, and Rentals should be recorded in the next areas.
3. Passenger Truck ~ all passenger plates with a R.V.W. of 10,000 lbs.
4. Commercial trucks ~ all vehicles with commercial plates. Break down vehicles by fee under the **NOTES** section on bottom of page two, if necessary.
5. Trailers, Tractors, Special Mobile Equipment, Motorcycles etc.
6. Res# ~ List any reserved plate or out of rotation fees (\$25).
7. List the Duplicate Registrations issued.

Passenger 1 →	35	1225.00
Island Use		
Antique	2	30.00
Antique Motorcycle		
Motor Home 2 →		
Street Rod		
No Fee	1	0.00
Half Rate	1	17.50
Hire/Rental		
Passenger Truck 3 →	6	222.00
Commercial Trucks 4 →	8	612.00
Trailers	5	172.50
Tractor/Special Mobile		
Coach		
Farm Trucks 5 →	1	32.00
Motorcycles		
Mopeds		
Special Equipment		
Bus		
Titles		
Title No Fee		
Vanity Plates		
Res. # Fee 6 →	1	25.00
Lost Plates		
Duplicate Stickers		
Duplicate Registration 7 →	2	10.00
Special Permit		
I. G. W. / Boosters		

CASH REPORT MANUAL

8. Transfers ~ all transfers are listed in this category.
9. Specialty plates ~ AG, AW, BH, BC, BB, CR, LB, LH, SW, TS, and UM fees are \$20.00 for new or \$15.00 for renewal, with the exception of SW Plates which are \$20.00 for New and Renewals.
10. Sales Tax: Break down into Paid or No Fee categories. The yellow Use Tax Certificates and the blue Use Tax Certificates (leased vehicles) are combined.

ITEM	UNITS	MONEY
Transit		
Transfer 8 →	2	16.00
Agriculture Plates		
Animal Welfare Plates		
Barbara Bush Plates	1	15.00
Breast Cancer Plates		
Black Bear Plates		
Conservation Plates 9 →		
Lobster Plates	2	30.00
ME Lighthouse Plates		
Sportsman Plates	1	20.00
Support Troop Plates		
U. of M. Plates		
Other		
Refund		
	Paid 3	158.60
	No Fee 2	0.00
Sales Tax Paid		
Subtotal		
Over / Short		
TOTAL		

BOLD /ITALIC item categories indicate the need to please use 'NOTES'

NOTES:

CO	TL
3 @ 48.00	3 @ 40.00
1 @ 188.00	2 @ 21.00
3 @ 81.00	1 @ 10.50
1 @ 37.00	


NOTES AREA: Use this to document the breakdown for specific plates that have fees according to weight.

THIS DOCUMENT WAS COMPLETED BY: _____

CASH REPORT STICKER ANALYSIS

- The beginning sticker count is taken from the ending sticker column on the prior cash report.
- Any additional stickers received from BMV are to be added.
- If any damaged or unused stickers are returned, indicate in the next column.
- Any stickers used for this cash reporting period **must** be entered in the column “stickers issued”.
- Physical count of stickers on hand should be the same as Stickers Left column.
- Record total amount of stickers used.
- Boosters (MV534-A).
- Transit Plates (MV-159).
- Special Registration Permits (MVR-10).

Stickers Expiring:	Beginning Stickers on Hand	BMV USE ONLY	Stickers Received	Stickers Returned	Total Stickers	Stickers Issued	BMV USE ONLY	Ending Sticker Amount on Hand
JAN. Single	5				5			5
Double	12				12	2		10
FEB. Single	24				24	14		10
Double	34				34	9		25
MAR. Single	5				5			5
Double	10		10		20	13		7
APRIL Single	5				5			5
Double	10				10			10
MAY Single	5				5			5
Double	10				10			10
JUNE Single	5				5			5
Double	12				12	2		10
JULY Single	5				5	2		3
Double	11				11			11
AUG. Single	5				5			5
Double	12				12	2		10
SEPT. Single	5				5	2		3
Double	8				8	2		6
OCT. Single	5				5			5
Double	7				7			7
NOV. Single	5				5			5
Double	10				10			10
DEC. Single	5				5			5
Double	10				10			10
TOTAL						48		
Boosters								
Transits								
MVR-10								
Year Stickers								
12 Single	15				15	2		13
Double	135				135	6		129
13 Single	25		20		45	5		40
Double	75		50		125	26		99
14 Single	25				25	6		19
Double								
MC COMBO								
TC DECALS	13	5			5			5
	14	5			5			5
TOTAL						45		



Please record registration transactions in the appropriate designated areas. If you are unable to determine the correct category, please contact BMV Main Office, Municipal & Agent Services at:

1-207-624-9000

Ext. 52163

for further assistance.

FINANCIAL SORT ORDER ELECTRONIC AND MANUAL

- **Bundle the following information top to bottom:**
 1. **Requests for Duplicates (MV-11), Replacement Stickers (MV- 14), Lost Plate forms (MV-9).**
 2. **Returned Plate Cards, Name Addition/Deletion forms (MV-138).**
 3. **Problem registrations with explanation attached.**
 4. **Corrections.**
 5. **Any Registrations with attachments (example: Power of Attorney, emancipated minor).**
 6. **Transfers.**
 7. **All other registrations bundled by class code.**

FINANCIAL SORT ORDER

8. Yellow Use Tax certificates:

- a. No fee Use Tax certificates (including blue lease forms). Write and circle the total number of forms in the center of the top form. Bundle and staple together. Verify units with cash report.
- b. Paid use tax forms (including the blue leased forms). Run a calculator tape showing the amount of each form and total collected. Attach tape to the front of the upper left hand corner.

9. Title applications: staple supporting documents behind the corresponding title application, and sort in CTA number order.

10. Count and verify all your work.

11. Do Not Fold the registration work. Mail the cash report and materials flat.

FORM REQUEST SHEET (MV-51)

Date:
Geo Code:
Town Name:
Person submitting order:

STOCKROOM

Phone: (207) 624-9030

Email: stockroom.bmv@maine.gov

MUNICIPAL REQUEST FOR SUPPLIES
 Complete order form and mail or fax to 624-9035
 Please retain a copy of this order form for your records

Date: _____
 Legal Residence Code: _____
 Mail To (Town Name): _____

Please order forms in increments of 25
 Plates and stickers should be ordered in increments of 5

Authorizing Signature - (Municipal Representative) _____

Form Name	Form #	Qty.	Stickers
Lost Plate Application	MV-9		
Duplicate Registration Application	MV-11		
Duplicate Sticker Application	MV-14		
Authorization for Registration	MV-39		
Cash Report - Manual (25 per pad)	MV-300		
Application for Vanity Plates	MV-45		
Cart. of Taxes/Sewer Fees on Mobile	MV-47		
Requestion for Supplies	MV-51		
Fee Schedule for Truck & Class A Sp. Mob. Equip.	MV-60		
Antique Auto Affidavit	MV-65		
Affidavit to Reissue Suspended Registration	MV-83		
Name Addition/Deletion Form	MV-138		
Transit Permit Application	MV-159		
Permit to Move Vehicle to Inspection Station	MVE-95		
Returned Plate Cards	MV-553		
Vehicle Registration Forms (packages of 100)	MVR-2M		
Vehicle Registration Forms (electronic - 2000)	MVR-3E		
Special Registration Permit Certificate	MVR-10		
Application for Disability Plates/Placards	PS-18		
Short Term Gross Weight Booster Permit	MV-534A		
Laws for the Operation of Commercial Vehicles	MV-173		
Red Dots (35 per sheet)	DOTS-100		
Mobile Unit/Branch Location Brochure	MV-165D		
Application for Certificate of Title	MVT-2		
Application for Duplicate Title	MVT-8		
Inspection of VIN	MVT-10		
Transfer of Ownership	MVT-16		
Affidavit of Surviving Spouse/Personal Rep	MVT-22		
Notice of Missing Document/Unusual Situation	MVT-23B		
Letter to Out of State Lienholder	MVT-30		
Odometer Information	MVT-32		
Application for Assignment of New VIN	MVT-6		
Disposition of Salvage Vehicle	MVT-103		
CDL Commercial Driver Manual	MV527		
Class C Driver Manual	MV528		
Motorcycle Rider Manual	MV529		
Driver Exam Application	MVE-64		
Commercial Driver Exam Application	MVE-64T		
Motorcycle License Application	MVE-64M		

	Doubles	Singles
January		
February		
March		
April		
May		
June		
July		
August		
September		
October		
November		
December		
Year -		
Year -		
Year -		
Combo - Motorcycle Year -		
Combo - Motorcycle Year -		

REQUIRED: Please report on hand quantity when ordering specialty plates

Plate Type	Class	Ordered	On Hand

Registration forms, stickers, plates, and certain permits are pre-numbered and MUST NOT be swapped with another municipality!

Use Tax Forms are ordered from:
 MAINE REVENUE SERVICE 8
 24 STATE HOUSE STATION
 AUGUSTA ME 04333-0024
 624-8888

NOTE:
 If item requested is not listed, please
 write in information.
 Please call the Stockroom at 624-9030
 with questions.

To order MUNICIPAL VALIDATION STAMP8 and INK:
 Please send written request to Audit Services.
 Please call Audit Services at 624-9349 for current
 pricing.

MV-51 Rev. 8/2018

FORM REQUEST SHEET (MV-51)



- **Motor Vehicle supplies are ordered from the BMV Main Office Stockroom by using the Requisition for Supplies form (MV-51). This requisition is to be used by all Municipal Agents.**
- **Remember to fill in the name of the municipality, geocode and person's name placing the order. Many orders are received without this information, resulting in NO SUPPLIES.**
- **Orders must be faxed to the BMV Main Office, Stockroom at: (207) 624-9035.**
- **In the event of an emergency or if there's no access to a fax machine, call the BMV Main Office, Stockroom at (207) 624-9030 to place the order.**
- **When ordering by phone, give the BMV Stockroom the name of the municipality and a list of the items needed. Provide the form number, which is usually found in the bottom left-hand corner of the form. For example: MV-138, MVR-60, MVT-2, etc. This helps speed up the order, as it gives the Stockroom staff an exact description of the items needed.**
- **To ensure that the supplies are sent to the correct address and person in the municipality, BMV Main Office, Municipal & Agent Services, (207) 624-9000 ext. 52163 must be notified immediately of any address changes or changes in the Tax Collector and/or Municipal Agent.**

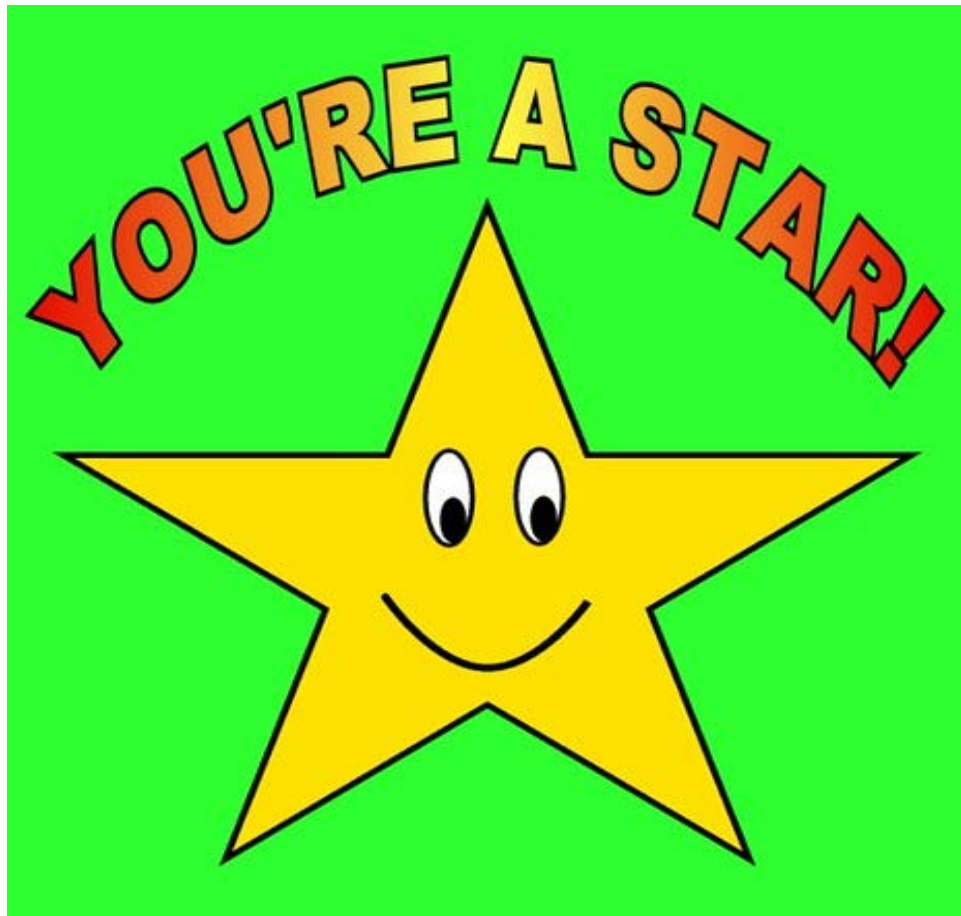
FORM REQUEST SHEET (MV-51)

- **Most orders are currently shipped UPS ground and can take one to five days for delivery.**
- **Validation stamps, ink, and ink pads should be ordered directly from the BMV Main Office Audit Services via a written request. Please refer to Chapter 9, Validation Stamps for additional information, or contact Audit Services at (207) 624-9349.**
- **The yellow or blue Use Tax Certificates are ordered directly from Maine Revenue Services. Contact Maine Revenue Services at (207) 624-9693.**
- **A municipality may pick up their supplies directly from the BMV Stockroom. The BMV Stockroom requires proof of municipal employment before issuing supplies to walk-in customers. Provide stockroom staff with a copy of the MV-51 that has been validated with the municipal validation stamp or a statement on municipal letterhead. If this identification is not provided, supplies will not be issued.**
- **It is never acceptable for municipalities to swap and/or loan stickers, plates or any numbered forms with any other municipality. The municipality is responsible for the numbered forms, plates and stickers they receive.**

FORM REQUEST SHEET (MV-51)

- The range of control numbers issued for plates, stickers, decals, registration forms and permits are captured on the Inventory Transmittal sheet (MV-154). Please verify that the information is correct. Please sign the hard copy and either fax (624-9327) or mail to BMV Audit Services. A copy should be retained in your office.

		Department of the Secretary of State Bureau of Motor Vehicles			
		Inventory Transmittal		2018-012480	
DATE:	August 24, 2018				
USER:					
SHIP TO LOCATION:	<input type="text"/>			TRANSMITTAL #:	2018-012480
ITEM	ITEM DESCRIPTION	QTY	UNIT OF ISSUE	FROM SER #	TO SER #
<input type="checkbox"/> SYD19	2019 DOUBLE STICKER	500	EACH	776391	776890
<input type="checkbox"/> SYS20	2020 SINGLE STICKER	100	EACH	9629621	9629720
Recipient Signature: _____ Date: _____					
Upon receipt, please verify the physical inventory received to the inventory transmittal. Check the appropriate box, sign, date, and then fax (624-9327) or return the transmittal in your next cash report to BMV.					
<input type="checkbox"/> Inventory received with no exceptions. <input type="checkbox"/> Inventory received with exceptions. Please note and describe the exceptions.					
IN-RUP-01		rev. 08/24/2016		Page: 1 of 1	



Please do not hesitate to call the Municipal Coordinators should you have any questions that you cannot find answers to in the Bureau of Motor Vehicles Manual.

(207) 624-9000 Ext. 52163