



INSTRUCTIONS FOR COMPLETING APPLICATIONS FOR MOTOR VEHICLE DEALER PERMIT AND TAG(S)

The following procedures should be followed when applying for any type of Motor Vehicle Dealer Permit:

1. Please review the Motor Vehicle Dealer Tag Permit Law Book which includes Dealer Tag Regulations #1, #2, and #3 before completing the application forms. The Dealer Tag Permit Application must be typed or printed. Incomplete forms will be returned without processing.
2. You must have the Bond of Designated Agent executed by an insurance company in the amount of \$15,000.00. This surety bond must be written by an insurance company qualified to do business in the State of Mississippi. The bond must have a **seal** affixed to it and a valid Power of Attorney attached. Additional information shall include, if the business is a sole ownership, the owners name as well as the business name must be shown on line 1 of the bond. If the business is a partnership, all partner's names as well as the business name must be shown on line 1. These are shown as a d/b/a. If the business is a corporation, then the correct corporate name as registered with the Secretary of State's office must be on line 1. If the corporation does business with a trade name, the corporate name as well as the trade name should be shown on line 1. The bond must be signed by the principal(s), the Attorney-in-Fact and the Mississippi Resident Agent where indicated on the bond. The second line of the bond should only show the **city** in which the business will be operating from.
3. The Registration Application for a sales tax number (TAP) @dor.ms.gov must be completed and sales tax number assigned. A separate sales tax number is required for the motor vehicle business. If you plan to rent vehicles, another separate sales tax number is required for the rental business.
4. Wholesale only accounts are **not** required to have a surety bond (because they are not allowed to sell vehicles to individuals, they can only sell to dealers, they are not issued titling supplies to complete), are not required to have a physical location, they may maintain only a small inventory of vehicles (2) and will not receive dealer tags. A wholesale only account will be issued a sales tax wholesale account number. These permits are issued only for Mississippi Residents.
5. If you are applying for a license as a **"Dismantler Only"** and you sign the affidavit attesting to the fact that you will not sell any motor vehicles, the requirement of the bond of Designated Agent and number will be waived and no dealer tags will be issued.
6. The completed dealer application including sales tax number assigned, bond of designated agent, notarized affidavit and original class certificate should be forwarded to:

Mississippi Department of Revenue
Motor Vehicle Licensing
P. O. Box 1140
Jackson, MS 39215

7. Your permit and dealer tag will be mailed in about ten (10) working days from the date it is received in Motor Vehicle for processing.

If you have any questions, please call the Motor Vehicle Licensing Bureau at (601) 923-7143.



IMPORTANT MEMO

June 1, 2007

MEMO TO: ALL USED MOTOR VEHICLE DEALER APPLICANT

Please be advised that pursuant to Section 63-17-76, Miss Code Ann., all persons applying for a Used Motor Vehicle Dealer Permit is required to complete an eight (8) hour educational seminar conducted by the Mississippi Independent Auto Dealers Association (MIADA).

All applications for a used Motor Vehicle Dealer Permit must be accompanied by a certificate documenting completion of the required seminar. The seminar must have been completed during the twelve-month period immediately preceding the date of application.

For information on the required education, please contact The Mississippi Independent Auto Dealers Association at (601) 939-9866.



Important Memo

January 21, 2015

Memo: To All Wholesale Motor Vehicle Dealers Applicants

Please be advised that all persons applying for wholesale dealer license are now required to complete an eight (8) hour educational seminar conducted by the Mississippi Independent Auto Dealers Association (MIADA).

Your application will need to be accompanied by the original certificate proving completion of the required seminar.

The certificate will be valid for only twelve (12) months.

For information on the required seminar, please contact The Mississippi Independent Auto Dealers Association at (601) 939-9866.

AFFIDAVIT OF MOTOR VEHICLE LICENSE APPLICANT

STATE OF MISSISSIPPI

COUNTY OF _____

PERSONALLY APPEARED before me, the undersigned authority in and or for the aforesaid jurisdiction, _____, who after being duly sworn, did depose and say:
(Name of Affiant)

1. My name is _____ and I operate a business selling motor vehicles, located at _____
(Business Address)

2. I have personal knowledge of the matters set forth in this Affidavit and I am competent to testify as to these matters.

3. I have met the definition of "Established place of business" as provided in Section 27-19-303, Miss. Code. Ann., by having:

A place owned or leased and regularly occupied by me for the primary and principal purpose of and where it is apparent that I am holding out to the general public that I am offering motor vehicles, tractors, trailers or semitrailers for sale.

4. By initialing the appropriate selection, I testify that I have:

_____ A. An office separate from and not in conjunction with or related to any other business for the purpose of transacting the business of offering motor vehicles, tractors, trailers or semitrailers for sale.

Or

_____ B. A sign indicating the name of the business, the name of the owner, telephone number and that the business is a motor vehicle dealer that is clearly visible and located at the front of the lot, and a lot which is separate and apart from any other business.

5. I understand that improper testimony may result in the revocation of any subsequently issued Motor Vehicle Dealer Permit and subject me to other penalties related to false testimony.

6. I agree to return all unused titling paperwork, including but not limited to title applications and remittance advices, upon the closing of my business.

Name of Officer/Retail Business Owner

SWORN TO AND SUBSCRIBED before me, this the _____ day of _____, 20_____.

Notary Public

My commission expires:



Mississippi Application for Motor Vehicle Dealer License



Application for year beginning November 1, _____

New Supplement

Legal Name			
Primary Address (Number and Street, Including Rural Route)			
City	State	Zip	County Code

Coporation
 Partnership
 Sole Proprietor

Business Name (DBA)			
MS Physical Address (Number and Street, Including Rural Route)			
City	State	Zip	County Code
Phone	Ext.	Fax	

Number of Full Time Employees _____

SSN _____
 Sales Tax Number _____
 FEIN _____
 DA/Permit Number _____

Appropriate Types	Permit Fee	Quantity Tags	Fee Per Tag	Total Tag Fees
1 <input type="checkbox"/> Franchise (New)	\$100.00	_____	1st 12 \$43.75 (ea.) over 12 \$83.75 (ea.)	_____
2 <input type="checkbox"/> Motorcycle	\$50.00	_____	\$14.75 (ea.)	_____
3 <input type="checkbox"/> Trailer	\$75.00	_____	\$18.75 (ea.)	_____
4 <input type="checkbox"/> Wholesale ONLY	\$100.00	N/A	N/A	N/A
5 <input type="checkbox"/> Used	\$100.00	_____	1st 12 \$43.75 (ea.) over 12 \$83.75 (ea.)	_____
6 <input type="checkbox"/> Dismantler	\$100.00	N/A	N/A	N/A
7 <input type="checkbox"/> Manufacturer	\$50.00	_____	\$18.75 (ea.)	_____
8 <input type="checkbox"/> Heavy Truck	\$100.00	_____	\$133.75 (ea.)	_____
Totals	_____	_____	Amount Due State	_____

Total Not To Exceed \$100.00.

I hereby certify that the above statements are true and correct to the best of my knowledge and make application for a permit to engage in business on the condition that I will comply in all respects with the applicable Mississippi Tax Laws and the rules and regulations hereunder.

Applicant Signature

Title Date

All Permits and Tags Expire October 31



MISSISSIPPI DEPARTMENT OF REVENUE

TO: DEPARTMENT OF REVENUE
POST OFFICE BOX 1140
JACKSON, MS 39215-1140

BOND OF DESIGNATED AGENT (For Motor Vehicle Dealers)

BOND NUMBER _____

KNOW ALL MEN BY THESE PRESENTS

That we, _____
of _____, Mississippi, as Principal, and _____
of _____, a corporation incorporated under the Laws of the State of _____
as Surety are held firmly bound into the State of Mississippi, as Obligee, in the sum
of Fifteen Thousand (\$15,000.00) dollars, for the payment of which we bind ourselves, our heirs, executors,
administrators, successors, and assigns, jointly, and severally, firmly by these present.

Whereas, the Principal has been duly appointed a "Designated Agent" as provided for in Section 6, Senate Bill 1688,
Laws of 1968 known as The Mississippi Motor Vehicle Title Act, and such "Designated Agent" is required to furnish
this bond.

THE CONDITION OF THIS OBLIGATION IS SUCH, that if the aforesaid Principal shall well and faithfully perform
his duties as such "Designated Agent" then, this obligation shall be void, otherwise to remain in full force and effect.

THE PARTIES HERETO mutually agree that the Surety may cancel this bond by giving thirty (30) days notice in
writing to the Department of Revenue of the State of Mississippi. Such cancellation shall be effective only as to acts
committed by the Principal as such "Designated Agent" after the expiration of said thirty (30) day period.

SIGNED, SEALED AND DELIVERED, this the _____ day of _____ 20_____,

Agent

PRINCIPAL

Insurance Company Name

Owner, Agent or Officer

Mailing Address

Surety

City State Zip Code

BY _____
ATTORNEY-IN-FACT

Phone Number

AFFIX SEAL HERE:



AFFIDAVIT OF MOTOR VEHICLE DISMANTLER LICENSE

I, _____, doing business as

_____ do hereby attest that I will not sell any motor vehicles,
manufactured homes or house trailers through my business as a dismantler.

I understand that if I do sell motor vehicles, manufactured homes or house trailers, my
Dismantlers License may be revoked by the Mississippi Department of Revenue for a period of
time to be determined by the Commissioner.

_____ Sworn to and subscribed before me, this _____
Signature Day of _____, 20_____

_____ Date _____
