NEW YORK STATE OF OPPORTUNITY.

Department of Motor Vehicles

Information & Regulations For Junk & Salvage Businesses

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PART 81
INFORMATION & REGULATIONS
FOR
JUNK & SALVAGE
VEHICLE BUSINESSES

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FOREWORD

Transfer or Disposal of Junk and Salvage Vehicles

Article 16 of the New York State Vehicle and Traffic Law requires the Commissioner of Motor Vehicles to establish regulations governing the transfer or disposal of junk and salvage vehicles. Section 415-a under Article 16 requires anyone involved in the transfer or disposal of 1973 and newer model year junk or salvage vehicles to obtain a registration or certification from the Department of Motor Vehicles.

The following pages detail the requirements and obligations of a registered or certified junk and salvage business. You should familiarize yourself with the required procedures to legally transfer, dismantle or dispose of a junk or salvage vehicle.

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Issuance Unit (907A's) . . . . . (518) 474-2398
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PART 81

PROCEDURES RELATING TO VEHICLE DISMANTLERS AND OTHER PERSONS ENGAGED IN THE TRANSFER AND DISPOSAL OF JUNK AND SALVAGE VEHICLES

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§81.1 Introduction and definitions.

(a) Introduction. This part supplements the provisions of Sections 415-a, 429 and 430 of the Vehicle and Traffic Law, as amended by Chapters 691 and 692 of the Laws of 1979. The provisions of this Part do not apply to 1972 or older model year vehicles nor any other vehicle not eligible for a title.

(b) Definitions. For the purposes of this part, any term defined in Section 415-a of the Vehicle and Traffic Law shall have the same meaning when used in this part. In addition the following definitions are set forth:

(1) Major Component Part. A major component part is an engine, a transmission, a frame, a body, a nose or an inflatable restraint system.

(2) Nose. The nose is that portion of the body of a vehicle from the front to the fire wall when acquired or transferred as a complete unit.

(3) Frame. The frame is that part of a vehicle upon which other component parts are affixed, such as the engine, body or transmission.

(4) Body. The body is that part of a vehicle which determines its shape and appearance, and which is attached to the frame.

(5) Vehicle. A vehicle, other than a trailer, shall consist of the frame with two other uncrushed major component parts attached thereto and transferred or acquired as a complete unit, except that in any case where a vehicle is designed in such a manner that one integrated unit performs the functions of the frame and body together, a vehicle shall consist of such unit together with any one other major component part still attached. A trailer is also a vehicle.

(6) Junk and Salvage Vehicle. A junk and salvage vehicle is any 1973 or later model year vehicle which has been transferred to an insurance company in settlement of a claim for damage thereto or theft thereof and any 1973 or later model vehicle which has been sold or otherwise disposed of as junk or salvage.

(7) Trailer. A trailer shall consist of frame and body, if any, of a vehicle which is designed to be drawn on the public highway by another vehicle.

(8) Proof of ownership. Proof of ownership for a junk and salvage vehicle shall consist of one of the following:

(i) the most recent certificate of title which has been issued for such vehicle;

(ii) the most recent MV-907A (transfer copy) for which a corresponding MV-907A (DMV copy) has been filed with the department or for which the most recent MV-907A (transfer copy) has been attached to one or more MV-907A forms (transfer copies) of which the earliest corresponding MV-907A(DMV copy) has been filed with the department;

(iii) a transferable registration or similar acceptable proof of ownership for a vehicle which is eligible for a title but which is not required to be titled;

(iv) in the case of a vehicle ten or more model years old which has been abandoned on private property and for which the owner of the vehicle cannot be located, form MV-37 signed and properly completed by the owner of the property upon which such vehicle was abandoned;

(v) Form MV-907; or

(vi) in the case of a vehicle eight or more model years old, and worth twelve hundred fifty dollars or less, form MV-35, signed and properly completed by the owner of the vehicle.

(9) Fleet Owner. A fleet owner is a person (including a business of any type) who has twenty-five or more vehicles titled or registered in New York and who does not have such vehicles insured for damage or theft by an insurance company duly authorized to transact business in this state.

(10) Severely damaged fleet vehicle. A severely damaged fleet vehicle is a vehicle damaged by accident, fire or disaster and not returned to service by the fleet owner if:

(i) the vehicle is either titled or registered in New York and suffered a decline in value of at least sixty percent due to the accident, fire or disaster; or

(ii) the accident, fire or disaster occurred in New York and, as a result, the vehicle suffered a decline in value of at least sixty percent; or

(iii) the vehicle suffered a decline in value of at least sixty percent due to accident, fire or disaster and the vehicle is sold in New York; or

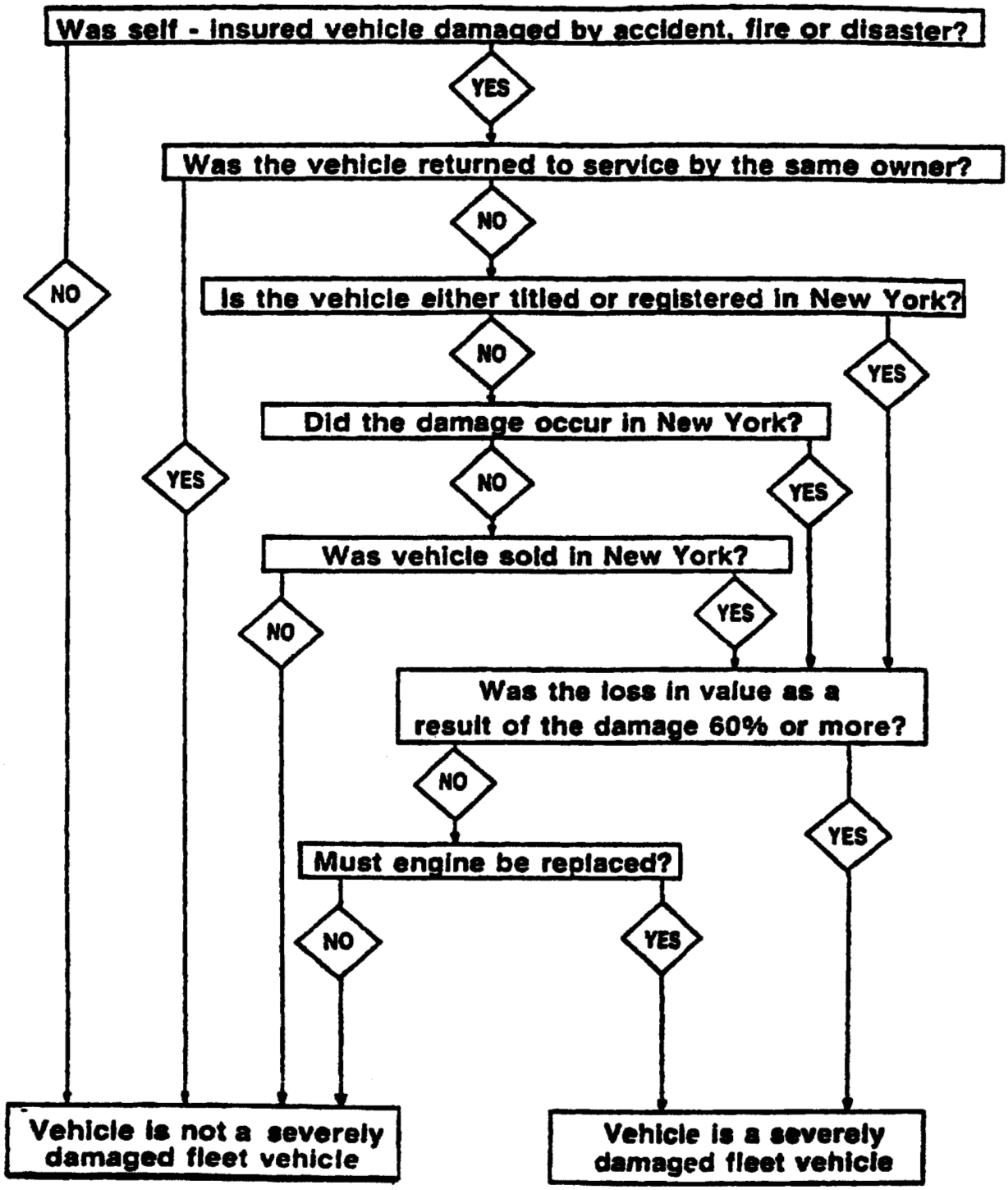
(iv) the engine of the vehicle has to be replaced as a result of the accident, fire or disaster and the vehicle is sold, titled or registered in New York; or

(v) the engine of the vehicle has to be replaced as a result of the accident, fire or disaster which occurred in New York.

(A flow chart explaining this paragraph is found in paragraph (11) of this subdivision).

(11) Self-insured fleet vehicles flow chart.

SELF - INSURED FLEET VEHICLES



(12) Vehicle Dismantler. Any person who is engaged in the business of acquiring motor vehicles or trailers for the purpose of dismantling the same and selling the major or minor or both types of component parts or reselling such vehicles as scrap and any motor vehicle dealer who classifies as salvage twenty-five percent or more of the vehicles sold in any month. All such persons must register as a vehicle dismantler.

(13) Inflatable restraint system. An air bag as defined in 49 CFR Part 571.208 (S4.1.5.1) that is designed and installed to be activated in a crash.

§81.2 Registration requirements.

(a) Persons required to register. Every vehicle dismantler, salvage pool, mobile car crusher and itinerant vehicle collector is required to be registered with the Department of Motor Vehicles.

(b) Application for registration. An application for registration as a vehicle dismantler, salvage pool, mobile car crusher or itinerant vehicle collector shall be filed with the Division of Vehicle Safety Services of the Department of Motor Vehicles in Albany.

(c) Requirements for registration. No registration shall be issued to any vehicle dismantler or salvage pool who does not have a permanent place of business which conforms to Section 136 of the General Municipal Law and who has not submitted with the application for registration a copy of a license issued by the locality in which the business is located or a statement from the locality on letterhead stationery stating that a business described in the application may operate at that location and that no local license or permit is required.

(d) A registration may be issued to a vehicle dismantler or salvage pool who does not comply with local laws related to zoning provided that the applicant has engaged in such business at that location since September 1, 1973. However, the issuance of such registration shall not be a defense to any action brought as a result of such violation of local law.

(e) No registration as a vehicle dismantler, salvage pool, mobile car crusher or itinerant vehicle collector shall be issued until the commissioner determines that all persons having a financial interest in such business are fit persons to engage in such business.

(f) Fees for registration. The annual fee for registration, or renewal thereof, as a vehicle dismantler, salvage pool, mobile car crusher or itinerant vehicle collector shall be fifty dollars. The fee must be submitted at the time of application. The fee may be prorated.

(g) A registration as a vehicle dismantler or salvage pool is valid only at the address for which it is issued. A vehicle dismantler or salvage pool wishing to move to a new address must file a business amendment application together with an original letter of approval from the appropriate local government for the new facility location. A mobile car crusher or itinerant vehicle collector may move to a new address by giving the Commissioner at least ten days notice.

(h) A change in owners or the name under which a vehicle dismantler, salvage pool, mobile car crusher, or itinerant vehicle collector does business shall be reported to the commissioner within thirty days.

(i) A vehicle dismantler or a salvage pool must post the current Business Certificate conspicuously at the place of business. A mobile car crusher or an itinerant vehicle collector must carry the current Business Certificate or a photocopy thereof in any business vehicle.

(j) Air conditioning equipment. No original or renewal registration as a vehicle dismantler will be issued unless the applicant once submits a manufacturer's certificate issued upon purchase or an invoice with proof of payment for motor vehicle refrigerant recycling equipment or refrigerant recapturing equipment. The certificate or invoice must contain the name and address of the vehicle dismantler, the name and address of the equipment manufacturer, the date of purchase, the model numbers and the serial numbers of the equipment purchased.

§81.3 Certification requirements.

(a) Persons required to be certified. Every scrap processor, and every scrap collector and repair shop which disposes of vehicular scrap to a scrap processor is required to be certified by the commissioner.

(b) Application for certification. An application for certification shall be filed with the Division of Vehicle Safety Services of the Department of Motor Vehicles in Albany.

(c) Cancellation of certification. Any person who is certified pursuant to this section shall notify the department that he is no longer engaged in a business requiring certification within 30 days of such fact.

(d) A certified scrap processor, scrap collector or repair shop may begin operation at a new location by giving the Commissioner ten days notice of the move prior to commencing work at the new location. Nothing in this Part shall be construed as affecting a repair shop's obligations under Part 82 of these Regulations.

(e) A change in the name under which a certified scrap processor, scrap collector or repair shop does business shall be reported to the commissioner within thirty days. Nothing in this Part shall be construed as affecting a repair shop's obligations under Part 82 of these regulations.

(f) A scrap processor, scrap collector or repair shop must post the current Business Certificate conspicuously at the place of business.

§81.4 Identification numbers.

(a) Every person who has been certified or registered pursuant to this Part shall be issued an identification number.

(b) Every scrap processor, vehicle dismantler, salvage pool and itinerant vehicle collector shall display his facility identification number in all advertising and business stationery. In addition, every scrap processor, vehicle dismantler and salvage pool shall display at the main entrance to his place of business a sign containing his facility identification number and the name under which he is registered. The letters and numbers on such sign shall be painted in block figures at least six inches high with a stroke of approximately three-quarters of an inch, and shall be painted in a contrasting color to the background of the sign.

(c) Every person required to be registered or certified pursuant to this Part shall display his identification number upon any vehicle whether owned, leased or otherwise hired and used by him for the purpose of transporting junk and salvage vehicles or major component parts of junk and salvage vehicles. Such number shall be placed on the foremost doors on each side of such vehicle and painted in a contrasting color to the background, in block figures at least two inches high with a stroke of approximately one-half inch. This provision shall not apply if a vehicle is hired and already has an identification number on its doors.

§81.5 Out-of-state businesses.

A person doing business in this state who does not have a place of business in this state, but has a place of business or engages in such business in another state or province of Canada and who would be required to be registered or certified pursuant to Section 415-a of the Vehicle and Traffic Law if it were in this state, shall apply to the commissioner for an identification number. Such identification number shall be issued provided that such person complies with the laws and regulations of the jurisdiction in which he has his principal place of business or engages in such business. Every out-of-state business required to obtain an identification number pursuant to this section shall display such identification number in the manner provided in subdivision (c) of Section 81.4 of this part on every vehicle whether owned, leased or otherwise hired and used by him for the purpose of transporting junk and salvage vehicles or major component parts of junk and salvage vehicles. This provision shall not apply if a vehicle is hired and already has an identification number on its doors.

§81.6 Vehicle Rebuilders.

A vehicle rebuilder who purchases vehicles for the purpose of dismantling same for parts or for scrap must be registered as a vehicle dismantler pursuant to the provisions of this part. A vehicle rebuilder who sells rebuilt vehicles must be registered as a dealer pursuant to Section 415 of the Vehicle and Traffic Law. A vehicle rebuilder who engages in both functions must be registered both as a vehicle dismantler and a dealer.

§81.7 Distribution and return of Form MV-907A.

(a) Section 429 of the Vehicle and Traffic Law provides that the Commissioner shall designate a statement of acquisition which shall serve as proof of ownership for a junk and salvage vehicle and which may be used to transfer such vehicle. This statement of acquisition shall be form MV-907A and shall,

except as otherwise provided, consist of three parts: a transfer copy, a DMV copy and a file copy. The department will issue a supply of MV-907A forms to insurance companies, registered vehicle dismantlers and registered itinerant vehicle collectors for use in business after submission of properly completed requests for such forms. These businesses shall take reasonable precautions to insure that these forms are not lost or stolen. An MV-907A which is lost or stolen should be reported in writing to the Division of Vehicle Safety Services in Albany and in writing or orally to the local police. If a person other than an insurance company, registered vehicle dismantler or registered itinerant vehicle collector is required to submit form MV-907A in order to transfer a junk and salvage vehicle or otherwise comply with the requirements of these regulations, such person may make application for an MV-907A for such transaction to: Title Bureau, Department of Motor Vehicles, Empire State Plaza, Swan Street Building, Albany, New York 12228. A copy of the proof of ownership must accompany the request for form MV-907A.

(b) Blank forms MV-907A are not transferable from business to business. When a registered business ceases to operate, whether through sales, retirement, bankruptcy, suspension, revocation or other cause, any blank forms MV-907A shall be returned to the Division of Vehicle Safety Services of the Department of Motor Vehicles within ten days.

§81.8 Procedures upon acquisition or transfer of junk and salvage vehicles.

(a) Requirements upon acquisition of junk and salvage vehicles. (1) Except as provided in subdivision (8), whenever a person acquires a junk and salvage vehicle, other than by receiving a properly endorsed MV-907A (transfer copy), such person shall properly complete an MV-907A in accordance with the instructions on the form and submit the DMV copy to the Department of Motor Vehicles within 15 business days of the date such vehicle was acquired, together with the title certificate or other proof of ownership for such vehicle. If the title certificate indicates there is a lien or liens on the vehicle, and if any such lien or liens are satisfied, "Satisfaction of Lien", (form MV-901), should also be submitted. The person who acquired the junk and salvage vehicle retains the other two parts of form MV-907A. The transfer copy serves as the proof of ownership for the vehicle and may be used to transfer the vehicle. This subdivision does not apply to scrap processors.

(2) The requirement for completing an MV-907A shall not apply to a person who acquires a junk and salvage vehicle by receiving a properly endorsed MV-907A (transfer copy) unless and until such person is ready to transfer the entire vehicle. Such MV-907A (transfer copy) shall be proof of ownership for such vehicle.

(3) Scrap processors. A scrap processor who acquires a junk and salvage vehicle shall follow the procedure set forth in this subdivision except that a scrap processor shall not purchase any material which may have been a vehicle or a major component part of a vehicle, if recognizable as such, from any person other than a dealer registered pursuant to Section 415 of the Vehicle and Traffic Law, an insurance company, a governmental agency, a manufacturer of motor vehicles, a person in whose name a certificate of title or other ownership document has been issued for such vehicle, a person alleging ownership and utilizing form MV-35, signed and properly completed,

for a vehicle at least eight model years old and worth seven hundred fifty dollars or less or a person registered or certified or issued an identification number pursuant to this Part. This restriction shall not apply to a major component part included in a mixed load, which is a load consisting of more than fifty percent non-vehicular scrap. A scrap processor must take possession of any certificate of title or form MV-35 used as proof of ownership of a vehicle the scrap processor is buying. The scrap processor must send such certificates of title and completed forms MV-35 to the Department of Motor Vehicles within fifteen days.

(4) Insurance companies. If an insurance company is required to file an MV-907A either an appraisal report or two pictures of the vehicle, taken from two different points, showing the major damage to the vehicle, if any, shall be filed with the DMV copy of the MV-907A. This provision shall not apply to an MV-907A filed with respect to an unrecovered stolen vehicle. If an out-of-state insurance company uses an adjustor in New York to settle a total loss claim, then the adjustor shall file form MV-907A. If an insurance company authorizes a salvage pool or a vehicle dismantler to possess a vehicle, but is unable to promptly deliver the MV-907A for that vehicle, it shall deliver or mail within four days a written document authorizing the salvage pool or vehicle dismantler to possess the vehicle. The written document must identify the vehicle by year, make, vehicle identification number and, if appropriate, insurance company file number. More than one vehicle may be identified on a single letter or other written document.

(5) Salvage pools. A salvage pool may retain possession of a salvage vehicle without proper proof of ownership if it is awaiting a certificate of title or an MV-907A from an insurance company. Within five days of receipt of a vehicle without its proof of ownership, a salvage pool shall receive from an insurance company a letter or other written document authorizing the salvage pool to possess the vehicle. The letter or other written document must identify the vehicle by year, make, vehicle identification number and, if appropriate, insurance company file number. More than one vehicle may be identified on a single letter or other written document. A salvage pool shall not transfer any vehicle except by use of a properly completed MV-907A.

(6) Vehicle dismantlers. A vehicle dismantler may retain possession of a salvage vehicle without proper proof of ownership if it is awaiting a salvage certificate (form MV-907A) from an insurance company. Within five days of receipt of a vehicle without its proof of ownership, a vehicle dismantler shall receive from an insurance company a letter or other written document authorizing the vehicle dismantler to possess the vehicle. The letter or other written document must identify the vehicle by year, make, vehicle identification number and, if appropriate, the insurance company file number. More than one vehicle may be identified on a single letter or other written document. A vehicle dismantler shall not remove any parts, whether major component parts or not, from a salvage vehicle until it has proper proof of ownership for that vehicle.

(7) Self-insured. (i) The Commissioner shall provide a supply of salvage certificates (form MV-907A) to a self-insured fleet operator at no charge. When a vehicle in the fleet becomes a severely damaged fleet vehicle, the fleet operator shall complete the salvage certificate and mail copy two of it together with the title to the vehicle to the address shown on the form.

(ii) Failure to safeguard salvage certificates or failure to properly complete and mail a salvage certificate when required to do so may result in the Commissioner revoking a fleet operator's privilege of being self-insured.

(8) A vehicle dismantler, within fifteen days after acquiring a motor vehicle or trailer, must determine whether or not the vehicle will be sold to a scrap processor. If the vehicle is to be sold to a scrap processor, a salvage certificate (form MV-907A) is not required. Instead, the vehicle is entered in the Book of Registry and on a Multiple Entry Form for SalvageVehicles (form MV-907M), to which the proof of ownership for the vehicle must be attached. No later than the last day of each month, the form must be mailed to the address shown on the form.

(b) Requirements upon transfer of a junk and salvage vehicle. (1) By a person who has submitted a properly completed MV-907A (DMV copy) to the Department of Motor Vehicles. A person who has filed form MV-907A with the Department of Motor Vehicles may transfer such vehicle by delivering the corresponding and properly completed MV-907A (transfer copy) to the buyer.

(2) By a person whose proof of ownership consists of a properly completed MV-907A (transfer copy). A person whose proof of ownership consists of an MV-907A (transfer copy) which had been delivered to him when he acquired the vehicle may not use such MV-907A to transfer the vehicle. Such a person must complete a new MV-907A and attach the transfer copy of the new MV-907A to the one or more transfer copies he has received. All the transfer copies are to be kept together, in chronological order, with the oldest on the bottom, and given to the purchaser of the vehicle. A purchaser is responsible for determining that a complete chain of ownership for the vehicle being purchased exists.

§81.9 Procedures upon acquisition or transfer of major component parts.

(a) Procedure upon the acquisition of a major component part other than one which is attached to a junk and salvage vehicle. Upon the acquisition of a major component part, other than one which is attached to a junk and salvage vehicle, a numbered invoice or bill of sale identifying such part, including an identification number, if any, showing the name and address of the seller and the date of the sale shall be obtained and filed. Such invoice and bill of sale shall serve as proof of ownership for the part. A vehicle dismantler must mark, stamp or tag a major component part with a stock number which can be traced back to the proof of ownership. This subdivision shall not apply to scrap processors.

(b) Procedure upon transfer of a major component part. Upon the transfer of any major component part, a numbered invoice or bill of sale which identifies the part and the transferee must be given to the transferee as his proof of ownership for such part, and a copy of the invoice must be retained and filed by the seller.

§81.10 Vehicle identification numbers.

(a) Whenever a junk or salvage vehicle is acquired by an insurance company or a person registered or certified under Section 415-a of the Vehicle and Traffic Law, and the public vehicle identification number of such vehicle is altered, defaced or missing at the time the vehicle is acquired, an MV-907A must be filed, except for a scrap processor, indicating such condition unless a properly endorsed MV-907A showing such condition is the proof of ownership for such vehicle. All other records maintained by such person must also show such condition. It will not be necessary for a person complying with these requirements to obtain a replacement vehicle identification number unless and until such vehicle is to be sold as a vehicle to a retail purchaser.

(b) Whenever a major component part, whether or not attached to a junk or salvage vehicle, is acquired by a person registered or certified under Section 415-a of the Vehicle and Traffic Law and the identification number of such part is altered, defaced or missing at the time such part is acquired, a distinctive tag consisting of the identification number of the person acquiring the part and a distinctive identifying number, such as the assigned stock number, shall be attached to the part. This requirement shall not apply to a part which is to be immediately destroyed or scrapped. In addition, any invoice, bill of sale or other record pertaining to the part, whether or not such part is to be immediately destroyed or scrapped, must indicate such condition, and the fact of tagging, if tagging is required. If a part which has been tagged pursuant to this subdivision is acquired by another person registered or certified under Section 415-a of the Vehicle and Traffic Law, the requirement of tagging upon acquisition shall not apply so long as the previous tag is attached to the part. For the purpose of this subdivision, an identification number shall mean any number embossed, engraved, etched or similarly marked on a major component part which is assigned by the manufacturer for the purpose of identification of that particular part, and the location of such number is made available to the public.

§81.11 Duplicate proof of ownership.

(a) Duplicate MV-907A (transfer copy). When an MV-907A (transfer copy) which is proof of ownership for a junk and salvage vehicle is lost or destroyed, the holder of the vehicle may issue another if he issued the lost one, or he may make a request for a duplicate MV-907A (transfer copy) to the party who issued the original MV-907A. Such party shall promptly issue a duplicate MV-907A to the holder. The term "duplicate to replace certificate number _____" shall be placed above the number appearing in the upper right hand corner of the MV-907A forms. The DMV copy of the duplicate MV-907A shall be submitted to the Department of Motor Vehicles. No fee shall be charged by any party issuing a duplicate MV-907A.

(b) Any false statement made in connection with an application for any duplicate proof of ownership shall constitute a violation of these regulations.

(c) Failure of any person to cooperate with any other person in obtaining a duplicate as required by this section shall constitute a violation of these regulations.

§81.12 Corrections.

Any MV-907A (DMV copy) which contains any incorrect information or alteration shall be rejected by the department and any corresponding MV-907A (transfer copy) shall be void and must be recovered by the individual who issued such MV-907A (transfer copy). A corrected MV-907A must be completed and submitted. Any MV-907A (transfer copy) which is subsequently issued as a result of the initial mistake or alteration is also void and must be recovered by the person who initially made such mistake or alteration. However, any person to whom a void MV-907A (transfer copy) was delivered and who subsequently issues another MV-907A (transfer copy) to another person which contains incorrect information shall cooperate fully in locating the person to whom such MV-907A (transfer copy) was delivered and shall also cooperate in re-executing a transfer on a corrected MV-907A. All documents which are void under this section must be returned to the Division of Vehicle Safety Services of this Department.

§81.13 Application for title for a junk and salvage vehicle.

(a) Application for title. An application for title for a junk and salvage vehicle for which an MV-907A is required to be filed shall only be made to the Title Bureau of the Department of Motor Vehicles. The original of the proof of ownership for such vehicle must be submitted at the time of application. Any irregularities or mistakes in any document submitted with the application for title may result in rejection of the application.

(b) Applicant's agreement. By applying for a physical examination of any junk and salvage vehicle, as required by this section, the applicant agrees:

(1) to have his junk and salvage vehicle available at the appointed time and place of inspection;

(2) that if the department has reasonable grounds to believe that the junk and salvage vehicle or any major component part thereon is stolen, that such vehicle may be impounded by the department pending further investigation;

(3) that if the junk and salvage vehicle is a stolen vehicle, such vehicle may be impounded by the Department of Motor Vehicles and returned, if possible, to the rightful owner of such vehicle; or

(4) that if any part on the junk and salvage vehicle is stolen, the Department of Motor Vehicles may remove such part and allow the rightful owner to recover it. Any such property not claimed by the rightful owner within 15 days shall become the property of the state.

(c) (Reserved)

(d) The vehicle presented at the physical examination must be road ready, including all sheet metal in place.

(e) Except as provided in subdivision (f) of this section, a physical examination of the vehicle by a departmental investigator must be made prior to issuance of a certificate of title, and no application for vehicle registration shall be accepted until after a title is issued.

(1) The department may withhold issuance of a certificate of title if such examination discloses the presence of stolen parts on the vehicle. Any stolen parts may be removed from the vehicle and, if possible, returned to their rightful owner.

(2) If an examination discloses the presence of parts on which the identification number has been removed or altered, a decision with respect to issuance of a certificate of title shall be made after a review of all of the circumstances with respect to such application.

(3) If the examination discloses a missing, altered or defaced vehicle identification number, an attempt to determine the true vehicle identification number shall be made. If the true vehicle identification is determined, and if the vehicle is not stolen, a special vehicle identification number shall be affixed. If the true vehicle identification number cannot be determined, the vehicle shall be turned over to the Office of General Services for disposal.

(f) The provisions of subdivision (e) of this section relating to inspection for identification by an employee of the department shall not apply to a motor vehicle which has been transferred to an insurance company in settlement of a claim for the theft of such vehicle, provided the following conditions are met:

(1) no major component part of the motor vehicle has been replaced since the theft of such vehicle;

(2) repairs made to the motor vehicle since the recovery of such vehicle either have not exceeded one-fourth of the amount paid by the insurance company in settlement of the claim or have not exceeded one thousand dollars, whichever is lower;

(3) the vehicle identification number and all other manufacturers' identifying numbers on the motor vehicle have been examined by the insurance company and are intact in the same form as at the time of the theft of such vehicle; and

(4) an affidavit sworn to by an officer of the insurance company is submitted by the insurance company which made payment in settlement of the claim for theft with the application for title certifying to the above conditions, which affidavit shall also certify the amount of settlement and repair costs.

(g) Fees. An application for a certificate of title shall be accompanied by all fees required upon the issuance of a certificate of title, together with sales tax clearance. If a physical examination of the vehicle is required, a fee of $100 must be submitted. If a vehicle identification number is issued after such inspection, no additional fee will be required. All fees must be submitted at the time of application for title. If such application is accepted but a certificate of title is not issued, such fees shall not be refunded.

§81.14 Records.

(a) Insurance companies. An insurance company must keep a record of all junk and salvage vehicles which come into its possession, together with a record of the disposition of such vehicles. The MV-907A (file copy) may be used for this purpose. An insurance company must be able to produce the MV-907A (file copy) and the required information using only the vehicle identification number or the name of its insured.

(b) Vehicle dismantlers and itinerant vehicle collectors. (1) Vehicles.

(i) Except as provided in subparagraph (ii) of this paragraph, a vehicle dismantler shall use the MV-907A (transfer copy) as the record for a junk and salvage vehicle. This record must be supplemented by a permanently bound book with consecutively numbered pages which shall serve as an index to the MV-907A (transfer copy) which is being used as a record. This index must contain the stock number of the vehicle, the vehicle identification number, the MV-907A number, and the name (and identification number if appropriate) of the person from whom the vehicle was purchased. If the vehicle is later sold, an MV-907A (file copy) must be used in place of the MV-907A (transfer copy) which is needed to transfer the vehicle. All of the information contained on the transfer copy must appear on the file copy.

(ii) A vehicle dismantler may use a record keeping system which is different from that provided in subparagraph (i) of this paragraph, provided that such system is approved by the Department. A system will not be approved unless it includes a chronological index which provides sufficient safeguards against subsequent alterations.

(iii) An itinerant vehicle collector must maintain a book of registry for all junk and salvage vehicles acquired or sold by him. The book must be permanently bound with consecutively numbered pages and must contain the following information: the date the vehicle was acquired, the date such vehicle was sold, the name and address of the person from whom the vehicle was acquired, type of proof of ownership, the name and address and identification number of the scrap processor or vehicle dismantler to whom the vehicle was sold. The receipt obtained from the scrap processor or vehicle dismantler must also be retained. An itinerant vehicle collector shall maintain file copies of all MV-907A forms for three years.

(iv) Major component parts. Unless a different record keeping system has been approved by the commissioner, transfers of major component parts which were previously attached to a junk and salvage vehicle held by a vehicle dismantler must be noted on the MV-907A (transfer or file copy) which is being used as the record for such vehicle. In addition, an invoice or bill of sale must be used in such transfer and a copy must be filed by the vehicle dismantler.

(2) Major component parts not acquired as part of a junk and salvage vehicle. (i) Vehicle dismantlers must maintain a book of registry pertaining to the sale and acquisition of major component parts not acquired as part of a junk and salvage vehicle. This book must be permanently bound with

consecutively numbered pages and contain the following information: the date such part was acquired, the date such part was sold, the part identification number, if any, the stock number of such part, and the names of the persons from whom such part was acquired and to whom such part was sold. Proof of ownership and copies of all bills of sale or invoices used in connection with the purchase and sale of any major component part must be filed by the vehicle dismantler.

(ii) A vehicle dismantler may use a record keeping system which is different from that provided for in subparagraph (i) of this paragraph, provided that such system is approved by the Department. A system will not be approved unless it includes a chronological index which provides sufficient safeguards against subsequent alterations.

(3) No records need to be kept for a motorcycle, a passenger vehicle which was manufactured with a seating capacity of fourteen or fewer passengers, plus driver, or truck with a manufacturer's gross vehicle weight rating of 18,000 pounds or less or a separately acquired major component part from such a vehicle if the vehicle or part is acquired when it is ten or more calendar years old.

(c) Mobile car crusher. A mobile car crusher shall maintain a bound book with consecutively numbered pages which shall contain the following information: the vehicle identification number of any vehicle crushed, the person who owned the vehicle at the time it was crushed and the date the vehicle was crushed. Provided, that a mobile car crusher does not need to keep records for vehicles owned by a registered vehicle dismantler which are crushed and left on the premises of that registered vehicle dismantler.

(d) Salvage pool. A salvage pool shall maintain a bound book with consecutively numbered pages which shall contain the following information: the date possession of such vehicle was obtained, the date such vehicle was sold, the person to whom it was sold, the vehicle identification number of the vehicle and the person who sold the vehicle.

(e) Vehicle rebuilder. A vehicle rebuilder who is not a registered vehicle dismantler must keep records in the manner prescribed in subdivision (b) of this section.

(f) Scrap collectors. A scrap collector is required to keep a record of the names and addresses of the parties from whom he picks up vehicular scrap.

(g) Scrap processors. A scrap processor is required to keep a record of the name, address and identification number of the party from whom vehicles and major component parts of vehicles were acquired together with either a description and number of such vehicles and parts or the weight of the acquisition. These record keeping requirements shall not apply to a major component part included in a mixed load, which is a load consisting of more than fifty percent of non-vehicular scrap.

(h) Retention period. Except for proofs of ownership required to be submitted to the Department of Motor Vehicles or required to be given to the transferee, all required records must be kept for a period of at least five years from the

time the vehicle or major component part has left the possession of any person required to keep records pursuant to this section. However, no records shall be required to be kept for a vehicle or major component part which has left the possession of any person required to keep records if the vehicle or major component part is ten or more model years old.

(i) Examination of Records. The records and premises of any person who is registered or certified pursuant to the provisions of this Part shall be subject to examination and inspection as provided in Section 415-a of the Vehicle and Traffic Law.

(j) Miscellaneous. (1) All record keeping entries required to be made pursuant to this section shall be made prior to the close of the business day following the day the transaction occurred, except that insurance companies shall be permitted five business days following each transaction to make the record keeping entries required by this section.

(2) All record keeping entries made in any bound book or index as required in this section shall be made in chronological order and there shall be no gaps or spaces between entries.

(3) If a vehicle for which an MV-907A has been filed has been destroyed or if no further use is intended to be made of the MV-907A (transfer copy), such MV-907A (transfer copy) shall be kept with the MV-907A (file copy), if any.

(k) No registered business shall issue a false document or make a false entry in its records.

§81.15 Salvage vehicles prior to September 1, 1981.

Any vehicle for which an MV-907 has been issued shall not fall under these regulations but shall be controlled by Part 81 as it existed on August 31, 1981.

§81.16 Sale of salvaged inflatable restraint systems; restrictions.

(a) On and after January 1, 1997, prior to offering any salvaged inflatable restraint system for sale, such salvaged inflatable restraint system part identification number and the vehicle identification number of the vehicle from which the salvaged inflatable restraint system was taken shall be referred to a nationally recognized theft index bureau approved by the commissioner, in consultation with the superintendent of insurance, for the purposes of determining prior to sale that neither the salvaged inflatable restraint system nor the motor vehicle were stolen, as determined at the time of inquiry. The sales invoice shall state the date and the result of the inquiry to such theft index bureau.

(b) On and after March 1, 1998, prior to offering any salvaged inflatable restraint system for sale such salvaged inflatable restraint system shall be certified according to standards established by a nationally recognized testing, engineering and research body approved by the commissioner in consultation with the superintendent of insurance.

§81.20 Temporary permits.

(a) An owner of a salvage vehicle which has been or is being repaired may obtain a permit allowing the vehicle to be operated prior to the physical examination and for five days after the physical examination. A request for a permit must be made at the same time a request for a title and a physical examination is made. No permit will be granted unless an application for a title and a physical examination is made.

(b) An application for a permit must be accompanied by the MV-907A for the vehicle showing that the vehicle has passed inspection.

(c) An application for a permit must be accompanied by proof that the vehicle is insured to at least the minimum levels required to register the vehicle.

(d) The permit shall be attached to the vehicle in accordance with instructions printed on the permit itself. Provided, however, that if the vehicle is a motorcycle, the permit shall be carried by the operator.

§81.21 Penalties.

(a) A registration as a vehicle dismantler, salvage pool, mobile car crusher or itinerant vehicle collector may be suspended or revoked for a violation of Section 415-a or Section 429 of the Vehicle and Traffic Law, for a conviction of any provision of the Penal Law relating to theft or possession of motor vehicles or motor vehicle parts, for a change in status which would have resulted in the denial of the registration initially, for a false statement to the commissioner, for a violation of Title ten of the Vehicle and Traffic Law or for a violation of these regulations.

(b) In addition to, or in lieu of, suspending or revoking a registration, the commissioner may require the registrant to pay a civil penalty not exceeding one thousand dollars for each violation.

APPENDIX A
DEFINITIONS

Major Component Part. A major component part is an engine, a transmission, a frame, a body, a nose, or an inflatable restraint system.

Nose. The nose is that portion of the body of a vehicle from the front to the fire wall, when acquired or transferred as a complete unit.

Frame. The frame is that part of a vehicle upon which other component parts are affixed, such as the engine, body, or transmission.

Body. The body is that part of a vehicle which determines its shape and appearance, and which is attached to the frame.

Vehicle. A vehicle, other than a trailer, shall consist of the frame with two other uncrushed major component parts attached thereto and transferred or acquired as a complete unit, except that in any case where a vehicle is designed in such a manner that one integrated unit performs the functions of the frame and body together, a vehicle shall consist of such unit together with any one other major component part still attached. A trailer is also a vehicle.

Junk and Salvage Vehicle. A junk and salvage vehicle is any 1973 or later model year vehicle which has been transferred to an insurance company in settlement of a claim for damage thereto or theft thereof, and any 1973 or later model vehicle which has been sold or otherwise disposed of as junk or salvage.

Trailer. A trailer shall consist of frame and body, if any, of a vehicle which is designed to be drawn on the public highway by another vehicle.

Proof of Ownership. Proof of ownership for a junk and salvage vehicle shall consist of one of the following:

- the most recent certificate of title which has been issued for such vehicle;
- the most recent Form MV-907A (transfer copy) for which a corresponding Form MV-907A (DMV copy) has been filed with the department or for which the most recent Form MV-907A (transfer copy) has been attached to one or more Forms MV-907A (transfer copies) of which the earliest corresponding Form MV-907A (DMV copy) has been filed with the department;
- a transferable registration or similar acceptable proof of ownership for a vehicle which is eligible for a title, but which is not required to be titled;
- in the case of a vehicle ten or more model years old which has been abandoned on private property and for which the owner of the vehicle cannot be located, Form MV-37 signed and properly completed by the owner of the property upon which such vehicle was abandoned;
- Form MV-907;
- in the case of a vehicle eight or more model years old, and worth $1,250 or less, Form MV-35, signed and properly completed by the owner of the vehicle.

Fleet Owner. A fleet owner is a person (including a business of any type) who has twenty-five or more vehicles titled or registered in New York and who does not have such vehicles insured for damage or theft by an insurance company duly authorized to transact business in this state.

Severely Damaged Fleet Vehicle. A severely damaged fleet vehicle is a vehicle damaged by accident, fire, or disaster and not returned to service by the fleet owner if:

- the vehicle is either titled or registered in New York and suffered a decline in value of at least sixty percent due to the accident, fire, or disaster; or,
- the accident, fire, or disaster occurred in New York and, as a result, the vehicle suffered a decline in value of at least sixty percent; or,
- the vehicle suffered a decline in value of at least sixty percent due to accident, fire, or disaster and the vehicle is sold in New York; or,
- the engine of the vehicle has to be replaced as a result of the accident, fire, or disaster and the vehicle is sold, titled, or registered in New York; or,
- the engine of the vehicle has to be replaced as a result of the accident, fire, or disaster which occurred in New York.

Inflatable Restraint System. An air bag as defined in 49 CFR Part 571.208 (S4.1.5.1) that is designed and installed to be activated in a crash.

Vehicle Dismantler. A vehicle dismantler is any person who is engaged in the business of acquiring motor vehicles or trailers for the purpose of dismantling the same and selling the major or minor or both types of component parts or reselling such vehicles as scrap, and any motor vehicle dealer who classifies as salvage twenty-five percent or more of the vehicles sold in any month.

Salvage Pool. A salvage pool is any person, acting on behalf of the vehicle owner or an insurance company, who sells, offers for sale, or solicits bids for the sale of junk or salvage vehicles or major component parts of such vehicles, or displays or permits the display of such vehicles or parts upon premises owned or controlled by him, but who does not dismantle vehicles.

Mobile Car Crusher. A mobile car crusher is any person who engages in the business of operating a transportable car crusher, but who does not acquire ownership of the vehicles which he crushes.

Itinerant Vehicle Collector. An itinerant vehicle collector is any person who is engaged in the business of acquiring non-operable vehicles and who sells such vehicles or major component parts thereof to a vehicle dismantler or scrap processor.

Scrap Processor. A scrap processor is any person required to be licensed under article six-C of the general business law who purchases material which is or may have been a vehicle or vehicle part for processing into a form other than a vehicle or vehicle part, but who, except as otherwise provided by regulation of the commissioner, does not sell any such material as a motor vehicle, a trailer, or a major component part thereof.

Scrap Collector. A scrap collector is any person, other than a governmental agency, whose primary business is the collection of miscellaneous scrap for disposal, who may as an incident of such business collect vehicular parts as scrap.

Repair Shop that Disposes of Vehicular Scrap. A repair shop registered pursuant to article twelve-A of the vehicle and traffic law that disposes of vehicular scrap to a certified scrap processor.

Vehicle Rebuilder. A vehicle rebuilder is any person engaged in the business of acquiring damaged vehicles for the purpose of repairing and reselling such vehicles.

Out-of-State Businesses. A person doing business in this state who does not have a place of business in this state, but has a place of business or engages in such business in another state or province of Canada, and who would be required to be registered or certified pursuant to section 415-a of the vehicle and traffic law if the business were in this state.

APPENDIX B
REQUIREMENTS FOR REGISTRATION OR CERTIFICATION

Who must be registered?

Vehicle dismantlers, salvage pools, mobile car crushers, and itinerant vehicle collectors.

Every vehicle dismantler, salvage pool, mobile car crusher, and itinerant vehicle collector (based in this state) must be registered with the Department of Motor Vehicles.

There is a two-year registration fee. The failure to register as a vehicle dismantler is a class E felony. The failure to register as an itinerant vehicle collector, salvage pool, or mobile car crusher is a class A misdemeanor.

Who must be certified?

Scrap processors, scrap collectors, and repair shops that dispose of vehicular scrap.

Every scrap processor, scrap collector, and repair shop that disposes of vehicular scrap (based in this state) must be certified with the Department of Motor Vehicles.

Out-of-state businesses.

Any person doing business in this state who does not have a place of business in this state but has a place of business outside of this state, who would be required to be registered or certified if he or she had a place of business in this state, must be certified as an out-of-state junk and salvage business.

There is no fee for certification.

What are the unique requirements for vehicle rebuilders?

A vehicle rebuilder who purchases vehicles for the purpose of dismantling the same for parts or for scrap must be registered as a vehicle dismantler.

A vehicle rebuilder who sells rebuilt vehicles must be registered as a dealer.

A vehicle rebuilder who engages in both functions must be registered as a vehicle dismantler and as a dealer.

What is required before being registered or certified?

Vehicle dismantlers, salvage pools, mobile car crushers, and itinerant vehicle collectors.

All persons having a financial interest in such business must be fit to engage in such business.

Vehicle dismantlers and salvage pools.

Applicants must have a permanent place of business that conforms to section 136 of the general municipal law.

Applicants are required to submit a copy of a license issued by the locality in which the business is located or a statement from the locality on letterhead stationery stating that a business described in the application may operate at that location and that no local license or permit is required.

Vehicle dismantlers.

Applicants must submit a manufacturer's certificate issued upon purchase or an invoice with proof of purchase of air conditioning recapturing or recycling equipment. The certificate or invoice must contain the name and address of the vehicle dismantler, the name and address of the equipment manufacturer, the date of purchase, the model numbers and the serial numbers of the equipment purchased.

Scrap processors.

Applicants must comply with article six-c of the general business law.

Other requirements for junk and salvage businesses are listed on Form VS-144, "Junk and Salvage Requirements". This form may be obtained on the DMV website at dmv.ny.gov/forms/vs144.pdf or, by calling the Vehicle Safety application request line at (518) 474-4653.

APPENDIX C
PROCEDURES FOR REGISTRATION OR CERTIFICATION

Original Applications

1. Obtain Form VS-1, "Original Facility Application".

   The application form may be obtained on the Department of Motor Vehicles website at dmv.ny.gov/original-facility-application/vs1js.pdf or by calling the application request line at (518) 474-4653.

   Form VS-144, "Junk and Salvage Requirements" may be obtained on the DMV website at dmv.ny.gov/forms/vs144.pdf or by calling the application request line at (518) 474-4653.

2. Complete Form VS-1, "Original Facility Application".

   Complete the application according to the instructions on the forms. If you need assistance, please call the Application Processing Unit at (518) 474-0919.

3. Submit Form VS-1, "Original Facility Application".

   The completed form, required attachments, and payment of fees must be sent to the Application Processing Unit.

   Via USPS

   Bureau of Consumer and Facility Services
   Application Unit
   PO Box 2700
   Albany, NY 12220-0700

   Via Any Other Carrier

   Vehicle Safety
   NYS Department of Motor Vehicles
   6 Empire State Plaza
   Room 220
   Albany, NY 12228

Amendments

1. Obtain Form MV-253G, "Request for Business Amendment/Duplicate Certificate".

   The amendment form may be obtained on the Department of Motor Vehicles website at dmv.ny.gov/forms/mv253g.pdf or by calling the application request line at (518) 474-4653.

   Form VS-144, "Junk and Salvage Requirements" may be obtained on the DMV website at dmv.ny.gov/forms/vs144.pdf or by calling the application request line at (518) 474-4653.

   Form VS-19, "Statement of Ownership and/or Permission to Use Place of Business" may be obtained on the DMV website at dmv.ny.gov/forms/vs19.pdf or by calling the application request line at (518) 474-4653. Form VS-19 is only required when reporting a change of location.

2. Complete Form MV-253G, "Request for Business Amendment/Duplicate Certificate".

   Complete the amendment according to the instructions on the forms. If you need assistance, please call the Application Processing Unit at (518) 474-0919.

3. Submit Form MV-253G, "Request for Business Amendment/Duplicate Certificate."

   The completed form and required attachments must be sent to the Application Processing Unit.

Via USPS	Via Any Other Carrier
Bureau of Consumer and Facility Services Application Unit PO Box 2700 Albany, NY 12220-0700	Vehicle Safety NYS Department of Motor Vehicles 6 Empire State Plaza Room 220 Albany, NY 12228

APPENDIX D
REQUIREMENTS FOR OPERATION

DESCRIPTION	FACILITY TYPES
Must post the current business certificate conspicuously at the place of business	DIS, SLP, SCP, SCC, RSD
Must carry the current business certificate or a photocopy thereof in any business vehicle.	MCC, IVC
Must display facility identification number in all advertising and on all business stationery.	DIS, SLP, IVC, SCP
Must display a sign containing the facility identification number and facility name at the main entrance to the place of business. The letters and numbers on such sign shall be painted in block figures at least six inches high with a stroke of approximately three-quarters of an inch, and shall be painted in a contrasting color to the background of the sign.	DIS, SLP, SCP
Must display facility number on any vehicle (whether owned, leased, or otherwise hired) used for the purpose of transporting junk and salvage vehicles, or major component parts of junk and salvage vehicles. Such number shall be placed on the foremost doors on each side of such vehicle and painted in a contrasting color to the background, in block figures at least two inches high with a stroke of approximately one-half inch.	DIS, SLP, MCC, IVC, SCP, SCC, RSD, OOS
Must take reasonable precautions to insure that Forms MV-907A are not lost or stolen.	DIS, IVC, INS
Blank Forms MV-907A are not transferable from business to business.	DIS, IVC, INS
When a business ceases to operate, all blank Forms MV-907A must be returned to the DMV within ten days.	DIS, IVC, INS
Must notify the DMV when the facility is no longer engaged in a business requiring certification. The notification must be made within thirty days of such fact.	SCP, SCC, RSD
Must notify the DMV ten days prior to commencing work at the new location, upon any change of location.	SCP, SCC, RSD

LEGEND

DIS	Vehicle Dismantler
SLP	Salvage Pool
MCC	Mobile Car Crusher
IVC	Itinerant Vehicle Collector
SCP	Scrap Processor
SCC	Scrap Collector
RSD	Repair Shop Disposing of Vehicular Scrap
OOS	Out-of-state Junk and Salvage Business
INS	Insurance Company

What business changes must be reported to the department on an amendment form?

Vehicle dismantlers, salvage pools, mobile car crushers, itinerant vehicle collectors, scrap processors, scrap collectors, and repair shops that dispose of vehicular scrap.

Facilities must notify the department within 30 days of change of business name.

Vehicle dismantlers, salvage pools, mobile car crushers, and itinerant vehicle collectors.

Facilities must notify the department within 30 days of change in owners.

Vehicle dismantlers and salvage pools.

Facilities must file an amendment and receive approval before operating at a new location.

Mobile car crushers, itinerant vehicle collectors, scrap processors, and repair shops that dispose of vehicular scrap.

Facilities must notify the department at least 10 days before a change of location.

NOTE: A repair shop that disposes of vehicular scrap is obligated to comply with all of the applicable requirements of Parts 81 and 82 of the Commissioner's Regulations.

APPENDIX E
PROCEDURES FOR ACQUISITION OF JUNK AND SALVAGE VEHICLE

Facility Type	May Acquire From	Acquisition Documents/ Proofs of Ownership Received	Records (See Appendix I for Details)
Vehicle Dismantler	Anyone	Title, MV-907A, transferable registration, MV-35, MV-37	MV-907A & Book of Registry
Salvage Pool	Insurance Company (does not acquire ownership, but must have proof(s) of ownership to demonstrate right to possess vehicle)	Title, MV-907A, transferable registration	Book of Registry
Mobile Car Crusher	Provides service to Vehicle Dismantler, Scrap Processor	Not applicable – does not take ownership	Book of Registry
Itinerant Vehicle Collector	Anyone - may only acquire non-operable vehicles.	Title, MV-907A, transferable registration, MV-35, MV-37	MV-907A & Book of Registry
Scrap Processor	Registered Motor Vehicle Dealer, Insurance Company, Governmental Agency, Manufacturer, Person named on title or transferable registration, Person utilizing MV-35, Registered or Certified Junk & Salvage Business	Title, MV-907A, transferable registration, MV-35	Record of Acquisition
Scrap Collector	Not Applicable - does not acquire motor vehicles, only vehicular scrap	Not Applicable - does not acquire motor vehicles, only vehicular scrap	Not Applicable - does not acquire motor vehicles, only vehicular scrap
Repair Shop disposing of vehicular scrap	Not Applicable	Not Applicable	Not Applicable
Out-Of-State Business	Same as in state business	Same as in state business	Same as in state business
Insurance Company	Policy holder, Vehicle Dismantler, Registered Motor Vehicle Dealer (See 11 NYCRR 216.8)	Title, MV-907A, transferable registration	MV-907A
Self-insured	Does not purchase salvage vehicles	Title, transferable registration	MV-907A
Individual	Anyone	Title, MV-907A, transferable registration	Not Applicable
Registered Motor Vehicle Dealer	Anyone	Title, MV-907A, transferable registration	Book of registry (MV-907A is required if vehicle is to be sold to retail purchaser)

Please Note: Form MV-907M may be used by a registered vehicle dismantler or certified scrap processor in certain circumstances. Please see the reverse side of Form MV-907M for the guidelines for the proper usage of the form.

APPENDIX F
PROCEDURES FOR TRANSFER OF JUNK AND SALVAGE VEHICLE

Facility Type	May Transfer To	Transfer Documents/ Proofs of Ownership Issued	Records (See Appendix I for Details)
Vehicle Dismantler	Anyone	MV-907A	MV-907A & Book of Registry
Salvage Pool	Registered Motor Vehicle Dealer, Vehicle Dismantler, Scrap Processor (See 11 NYCRR 216.8)	Delivers MV-907A from Insurance Company to Purchaser	Book of Registry
Mobile Car Crusher	Provides service to Vehicle Dismantler, Scrap Processor	Not applicable – does not take ownership	Book of Registry
Itinerant Vehicle Collector	Vehicle Dismantler, Scrap Processor	MV-907A	MV-907A & Book of Registry
Scrap Processor	Not Applicable – may only sell metal; not vehicles or parts	Not Applicable - may sell only metal; not vehicles or parts	Not Applicable - may sell only metal; not vehicles or parts
Scrap Collector	Not Applicable – does not transfer motor vehicles, only vehicular scrap	Not Applicable - does not transfer motor vehicles, only vehicular scrap	Not Applicable - does not transfer motor vehicles, only vehicular scrap
Repair Shop disposing of vehicular scrap	Not Applicable	Not Applicable	Not Applicable
Out-Of-State Business	Same as in state business	Same as in state business	Same as in state business
Insurance Company	Registered Motor Vehicle Dealer, Vehicle Dismantler, Scrap Processor (See 11 NYCRR 216.8)	MV-907A	MV-907A
Self-insured	Anyone	MV-907A	MV-907A
Individual	Anyone (MV-35 may be accepted by Vehicle Dismantler, Itinerant Vehicle Collector, Scrap Processor; MV-37 may be accepted by Vehicle Dismantler, Itinerant Vehicle Collector)	Title, MV-907A, transferable registration, MV-35, MV-37	Not Applicable
Registered Motor Vehicle Dealer	See the following explanatory notes	See the following explanatory notes	See the following explanatory notes

- If a registered dealer is transferring a junk motor vehicle to another registered dealer, a registered vehicle dismantler, or a certified scrap processor, the dealer shall give such customer an MV-50 marked "wholesale", along with the proof(s) of ownership (title, MV-907A, transferable registration).
- If a registered dealer is transferring a junk motor vehicle to a retail customer, the dealer shall give such customer an MV-50 marked "retail" and "salvage", along with proof(s) of ownership (for any motor vehicle that is model year 1973 or newer, MV-907A; for any motor vehicle that is model year 1972 or older, transferable registration), and a Customer's Declaration as described in Section 78.45 of the dealer regulations. A registered dealer may obtain a single Form MV-907A by following the procedures for "Individuals", found in Appendix J.
- In any month, a dealer who classifies twenty-five percent or more of vehicles sold as salvage on the certificate of sale, Forms MV-50, must register as a vehicle dismantler.

APPENDIX G
PROCEDURES FOR ACQUISITION OF MAJOR COMPONENT PARTS

Facility Type	May Acquire From	Acquisition Documents/ Proofs of Ownership Received	Records (See Appendix I for Details)
Vehicle Dismantler	Anyone	Numbered Invoice or Bill of Sale	Numbered Invoice or Bill of Sale, Parts Book of Registry
Salvage Pool	Insurance Company (does not acquire ownership, but must have proof(s) of ownership to demonstrate right to possess)	Numbered Invoice or Bill of Sale	Numbered Invoice or Bill of Sale, Parts Book of Registry
Mobile Car Crusher	Not Applicable	Not Applicable	Not Applicable
Itinerant Vehicle Collector	Not Applicable	Not Applicable	Not Applicable
Scrap Processor	Anyone	Weight slips, invoices	Record of Acquisition (see note 1)
Scrap Collector	Anyone	Not Applicable	Name and address of party supplying scrap
Repair Shop disposing of vehicular scrap	Anyone	Numbered Invoice or Bill of Sale	Numbered Invoice or Bill of Sale
Out-Of-State Business	Same as in state business	Same as in state business	Same as in state business
Insurance Company	Policy holder, Vehicle Dismantler, Registered Motor Vehicle Dealer (See 11 NYCRR 216.8)	Numbered Invoice or Bill of Sale	Numbered Invoice or Bill of Sale
Self-insured	Anyone	Numbered Invoice or Bill of Sale	Numbered Invoice or Bill of Sale
Individual	Anyone	Numbered Invoice or Bill of Sale	Numbered Invoice or Bill of Sale
Registered Motor Vehicle Dealer	Anyone	Numbered Invoice or Bill of Sales	Numbered Invoice or Bill of Sale

Notes:

1. Record keeping requirements shall not apply to a major component part included in a mixed load, which is a load consisting of more than fifty percent of non-vehicular scrap.

APPENDIX H
PROCEDURES FOR TRANSFER OF MAJOR COMPONENT PARTS

Facility Type	May Transfer To	Transfer Documents/ Proofs of Ownership Issued	Records (See Appendix I for Details)
Vehicle Dismantler	Anyone	Numbered Invoice or Bill of Sale	Numbered Invoice or Bill of Sale, MV-907A, Parts Book of Registry
Salvage Pool	Registered Motor Vehicle Dealer, Vehicle Dismantler, Scrap Processor (See 11 NYCRR 216.8)	Delivers Numbered Invoice or Bill of Sale from Insurance Company to Purchaser	Parts Book of Registry
Mobile Car Crusher	Not Applicable	Not Applicable	Not Applicable
Itinerant Vehicle Collector	Vehicle Dismantler, Scrap Processor	Numbered Invoice or Bill of Sale	Numbered Invoice or Bill of Sale, MV-907A, Parts Book of Registry
Scrap Processor	Not Applicable – may only sell metal; not vehicles or parts	Not Applicable - may only sell metal; not vehicles or parts	Not Applicable - may only sell metal; not vehicles or parts
Scrap Collector	Scrap Collector, Scrap Processor	Cannot sell major component parts – only metal	Not Applicable
Repair Shop disposing of vehicular scrap	Scrap Collector, Scrap Processor	Numbered Invoice or Bill of Sale	Numbered Invoice or Bill of Sale
Out-Of-State Business	Same as in state business	Same as in state business	Same as in state business
Insurance Company	Not Applicable	Not Applicable	Not Applicable
Self-insured	Anyone	Numbered Invoice or Bill of Sale	Numbered Invoice or Bill of Sale
Individual	Anyone	Numbered Invoice or Bill of Sale	Not Applicable
Registered Motor Vehicle Dealer	Anyone - may not dismantle motor vehicles	Numbered Invoice or Bill of Sale	Numbered Invoice or Bill of Sale

APPENDIX I
REQUIREMENTS AND PROCEDURES FOR RECORDKEEPING

General Requirements

All required records must be retained for a period of at least five years, except that, an itinerant vehicle collector must maintain file copies of all Forms MV-907A for three years.

All required recordkeeping entries must be made prior to the close of business on the day following the day the transaction occurred, except that, insurance companies must make recordkeeping entries within five business days following the transaction.

If a vehicle for which a Form MV-907A has been filed has been destroyed, or if no further use is intended to be made of the Form MV-907A (transfer copy), such Form MV-907A (transfer copy) shall be kept with the Form MV-907A (file copy).

Vehicle Dismantler

A vehicle dismantler must use Form MV-907A as the record for a junk and salvage vehicle.

This record must be supplemented by a permanently bound book with consecutively numbered pages that shall serve as an index to the Form MV-907A which is being used as a record. This index must contain the stock number of the vehicle, the vehicle identification number, the Form MV-907A number, and the name (and identification number, if appropriate) of the person from whom the vehicle was purchased. If the vehicle is later sold, a Form MV-907A (file copy) must be retained. All of the information on the transfer copy and latest file copy of Form MV-907A must be the same. Any time major component parts that were previously attached to a junk and salvage vehicle are held by a vehicle dismantler, the transfer must be noted on the Form MV-907A (transfer or file copy) that is used as the record for the junk and salvage vehicle. In addition, an invoice or bill of sale must be used in such transfers and a copy must be retained by the vehicle dismantler.

A vehicle dismantler must maintain a separate book of registry pertaining to the sale and acquisition of major component parts not acquired as part of a junk and salvage vehicle.

This book must be permanently bound with consecutively numbered pages and contain the following information: the date such part was acquired; the date such part was sold, the part identification number, if any, the stock number of such part, and the names of the person from whom such part was acquired and to whom such part was sold. Proof of ownership and copies of all bills of sale or invoices used in connection with the purchase and sale of any major component part must be retained by the vehicle dismantler.

Itinerant Vehicle Collector

An itinerant vehicle collector must maintain a book of registry for all junk and salvage vehicles acquired or sold. The book must be permanently bound with consecutively numbered pages and must contain the following information: the date the vehicle was acquired, the date the vehicle was sold, the name and address of the person from whom the vehicle was acquired, the type of proof of ownership, the name and address and facility number of the scrap processor or vehicle dismantler to whom the vehicle was sold. The receipt obtained from the scrap processor or vehicle dismantler must be retained. An itinerant vehicle collector shall maintain file copies of all Forms MV-907A for three (3) years.

Mobile Car Crusher

A mobile car crusher must maintain a bound book with consecutively numbered pages that shall contain the following information: the vehicle identification number of any vehicle crushed, the person who owned the vehicle at the time it was crushed, and the date the vehicle was crushed. A mobile car crusher does not need to keep records for vehicles owned by a registered vehicle dismantler that are crushed and left on the premises of the registered vehicle dismantler.

Salvage Pool

A salvage pool must maintain a bound book with consecutively numbered pages that shall contain the following information: the date possession of the vehicle was obtained, the date such vehicle was sold, the person to whom it was sold, the vehicle identification number of the vehicle, and the person who sold the vehicle.

Vehicle Rebuilder

A vehicle rebuilder who is not a registered vehicle dismantler must keep records in the manner prescribed for vehicle dismantlers.

Scrap Collector

A scrap collector must maintain a record of the names and addresses of the parties from whom vehicular scrap is picked up.

Scrap Processor

A scrap processor must maintain a record of the name, address, and identification number of the party from whom vehicles and major component parts of vehicles were acquired together with either a description and number of such vehicles and parts or the weight of the acquisition. These recordkeeping requirements shall not apply to a major component part included in a mixed load, which is a load consisting of more than fifty per cent of non-vehicular scrap.

APPENDIX J
MV-907A PROCEDURES

(a) PROCEDURES FOR OBTAINING/RETURNING FORMS MV-907A

To **obtain** Forms MV-907A:

Insurance companies, vehicle dismantlers, itinerant vehicle collectors, and other authorized users.

A bulk supply of Forms MV-907A may be ordered by submitting Form VS-113A, "Salvage Certificate Requisition", with appropriate payment, to:

Bureau of Consumer and Facility Services
PO Box 2700 – Empire State Plaza
Albany, NY 12220-0700

Individuals

A single Form MV-907A may be obtained by submitting a request to the department. The request must be signed by the vehicle owner, and must be accompanied with the original ownership documents for the vehicle, and a check in the amount of $5, made out to the "Commissioner of Motor Vehicles". The request should be mailed to:

Title Bureau
Department of Motor Vehicles
Empire State Plaza, Swan Street Building
Albany, NY 12228

To **return** Forms MV-907A:

When a business ceases to operate, all blank Forms MV-907A must be returned to the department within ten days. A credit or refund, as appropriate, will be issued. The forms should be mailed to:

Bureau of Consumer and Facility Services
PO Box 2700 – Empire State Plaza
Albany, NY 12220-0700
Attn: Accounting

(b) PROCEDURES FOR COMPLETING FORMS MV-907A

Instructions for completing Form MV-907A are contained on the form. The following information should be helpful, also.

Section 1 – Vehicle Description – All vehicle data must be entered and must match the information on the certificate of title. The vehicle identification number (VIN) must always be entered, one number or letter per space.

Section 2 – Vehicle Condition – Check ALL boxes that apply to the vehicle described in Section 1, indicating any missing or damaged major component parts. If the vehicle identification plate is missing, altered, or defaced, that box MUST be checked.

Section 3 – Vehicle Acquisition – The name and address of the party who acquired the vehicle must be complete and legible. The name in this section must match the name on the transfer portion of the certificate of title, transfer copy of the Form MV-907A, or other proof of ownership. The "Date of Acquisition" must be completed. The "DMV Business Registration, Certificate, or ID Number" line must be completed by businesses regulated by DMV. The "Insurance Company Code" must be entered if the Form MV-907A is issued by an insurance company. The "Stock Number or Insurance Number" is for the convenience and use of insurance companies, and is not a required entry. The "Former Owner of Vehicle" name and address must be completed, unless the vehicle is an abandoned vehicle being transferred by a local authority under abandoned vehicle procedures.

Section 4 – Lien Information – If any liens are indicated on the proof of ownership, they must be entered in this section, unless a Form MV-901, "Notice of Recorded Lien", or another acceptable lien release, is provided.

Section 5 – Vehicle Disposition/Odometer Disclosure Requirements – This section must be left blank until the vehicle is actually scrapped, destroyed, dismantled or transferred to a new owner.

NOTE: If the "Scrapped or Destroyed" box is checked, neither the vehicle nor any of the major component parts, or the VIN plate, may ever be used again as a vehicle, or part of a vehicle. If the vehicle purchaser completely dismantles the vehicle, the VIN plate must be destroyed. If the vehicle is being transferred, that box must be checked and the information in Section 5 completed. If the MV-907A is issued by an insurance company for a stolen recovery vehicle, the appropriate box that indicates odometer condition must be checked, and the odometer reading must be entered.

Section 6 – Certification – This section must be completed and signed by the authorized individual, or officer of the corporation, acquiring the vehicle.

(c) PROCEDURES FOR DUPLICATE FORMS MV-907A

Q: If a Form MV-907A (transfer copy) is lost or destroyed, can the Form MV-907A be replaced?

A: Yes. If the current owner of the vehicle issued the Form MV-907A (transfer copy) that was lost or destroyed, such owner may issue a duplicate Form MV-907A. If the previous owner issued the Form MV-907A (transfer copy) that was lost or destroyed, the current owner may request a duplicate Form MV-907A from the previous owner. Such previous owner shall promptly issue a duplicate Form MV-907A (transfer copy) to the current owner. The issuer of a duplicate Form MV-907A shall submit the DMV copy to the Department of Motor Vehicles.

Q: May a fee be charged for the issuance of a duplicate Form MV-907A?

A: No. No fee shall be charged by any party issuing a duplicate Form MV-907A.

Q: Is the original issuer required to comply with a request for a duplicate Form MV-907A?

A: Yes, the previous owner shall promptly issue a duplicate Form MV-907A (transfer copy) to the current owner.

Q: Does the issuer of a duplicate Form MV-907A indicate anything "special" on the form?

A: Yes. The annotation "duplicate to replace certificate number _____" shall be placed above the number appearing in the upper right corner of the form.

NOTE: The procedure for duplicate Forms MV-907A is found in Section 81.11 of the regulations.

(d) PROCEDURES FOR CORRECTED FORMS MV-907A

Q: If a mistake is made in completing a Form MV-907A, can it be changed to read correctly?

A: No. Any Form MV-907A (DMV copy) that contains any incorrect information or alteration shall be rejected by the department, and the corresponding Form MV-907A (transfer copy) shall be void, and must be recovered by the individual who issued it. A corrected MV-907A must be completed and submitted. Any Form MV-907A (transfer copy) that is subsequently issued as a result of the initial mistake or alteration shall be void, and must be recovered by the person who initially made such mistake or alteration. The issuer of a Form MV-907A (transfer copy) that has been voided shall cooperate in re-executing a transfer on a corrected Form MV-907A (transfer copy). In addition, if the issuer makes any entry that is subsequently altered or erased, that Form MV-907A shall be void.

Q: What must be done with the voided documents?

A: The issuer of the Form MV-907A containing the first mistake or alteration must recover all voided Forms MV-907A (transfer copies) and return them to Vehicle Safety Facility Services.

NOTE: The procedure for corrections to Forms MV-907A is found in Section 81.12 of the regulations.

APPENDIX K
PROCEDURES FOR APPLYING FOR CERTIFICATE OF TITLE

Information about the Salvage Vehicle Examination Program

If a salvage vehicle is rebuilt for use on the roadway, the DMV must examine it before the DMV can issue a new title certificate or registration. The required examination is part of the NYS Auto Theft Prevention Program. The program includes vehicles that were issued a NYS Salvage Certificate (MV-907A). The program also includes rebuilt salvage vehicles for most other states.

A NYS title certificate issued after the date of May 18, 1999 for a rebuilt salvage vehicle displays the brand, "Rebuilt Salvage". Some title certificates issued before May 19, 1999 also show this brand.

The salvage vehicle examination is not a safety inspection, an emissions inspection, or an insurance examination. The salvage vehicle examination is a separate and additional examination conducted by DMV investigators.

The DMV Division of Field Investigations Auto Theft Unit administers the Salvage Vehicle Examination Program.

Why is this examination required?

The NYS law requires the salvage vehicle examination to determine if a rebuilt salvage vehicle is stolen or includes stolen parts. The Salvage Vehicle Examination Program:

- Protects consumers,
- Finds stolen items, and
- Prevents the theft of vehicles and vehicle parts.

What is a salvage vehicle?

A salvage vehicle is a vehicle that was transferred to an insurance company because it was stolen or because it has significant damage. The damage can occur because of a collision, theft, vandalism, or damage from water.

Any vehicle is a salvage vehicle if the cost of the repairs to restore the vehicle is more than 75% of the pre-damage retail value of the vehicle.

A salvage vehicle that is recovered after a theft or rebuilt after the damage must be examined by the DMV before the DMV will issue a new title certificate or registration.

If the proof of ownership for a salvage vehicle is a NYS form **MV-907A** (Salvage Certificate); the NYS DMV will not issue a NYS registration or title certificate without a NYS salvage vehicle examination.

The DMV will not examine or issue a title certificate or a vehicle registration to a rebuilt vehicle that has an out-of-state title certificate that is labeled "parts only", "non-rebuildable", or "non-repairable".

The DMV will not examine or issue a title certificate or a vehicle registration to a rebuilt salvage vehicle that does not have a title certificate or form MV-907A that proves ownership.

How to Prepare for the Salvage Vehicle Examination

How can I make sure that my vehicle is prepared for the examination?

- **Make sure that you have the forms and documents that are required.** Make sure that you have the documents and the proofs described on form MV-83SAL (Application for Salvage Vehicle Examination).
- **Check the condition of your vehicle.** Make sure that your vehicle **is safe for use on the road**. If the DMV Investigator determines that the condition of your vehicle is not safe, the DMV will not examine the vehicle.
- **Finish the work.** Make sure that you complete all the repairs and install all the replacement parts. You must install a **new air bag** to replace an activated air bag or an air bag that was removed from the salvage vehicle. You **cannot** install a **used air bag** from another vehicle.
- **Provide your sales receipts and proofs of ownership.** You must show a sales receipt for **each** of the replaced parts, or your proof of ownership for other vehicles that you used to supply replacement parts. The proofs must show the complete parts included in the rebuilt vehicle.
- **Check for stolen vehicle parts.** Frequently a person buys a vehicle part and does not know that the part was stolen. NYS law requires the DMV to confiscate a vehicle part if the DMV investigator determines during the examination that the vehicle part was stolen. The DMV can impound the complete vehicle if the stolen part is a major part like the engine or the transmission. If the complete vehicle is stolen, the DMV confiscates the vehicle and returns the vehicle to the legal owner.
- **Display the vehicle identification number (VIN).** The National Highway Traffic Safety Administration (NHTSA) requires manufacturers to attach VIN labels to specific parts of specific models of vehicles. If a label is damaged, absent or covered, the DMV can confiscate the part. If a manufacturer made a part on your vehicle that included a VIN label make sure that the VIN label is attached, legible, not damaged and fully visible. If the DMV investigator determines that the part came from a valid source, the investigator can attach a replacement VIN label and will not confiscate the part. **You must pay a total fee of $25 if the DMV attaches one or more VIN labels to the vehicle.** Only facilities registered or licensed by the DMV can use a check to pay the fee. All other applicants must use a money order to pay the fee.

How to Apply for a Salvage Vehicle Examination

You can only apply for a salvage vehicle examination by mail. Use these instructions:

- Download a complete form MV-82 (Application for Registration /Title) and form MV-83SAL (Application for Salvage Vehicle Examination). Carefully read the instructions on form MV-83SAL. Make sure that you provide all information that is requested on the forms.
- Send the forms, the required documents and the payment to the address listed on form MV-83SAL.

- The required documents include the original proof of ownership for the vehicle and the sales tax receipt (FS-6T) you received at a DMV office. Read the instructions on form MV-83SAL.
- You must pay with a personal check or money order payable to "Commissioner of Motor Vehicles". The DMV does not accept a starter check.

    1. The fee is **$200** if you send **form MV-907A (NYS Salvage Certificate) as proof of ownership.**
    2. If you do not send form MV-907A as proof of ownership, the fee is $205.

The DMV mails you a letter that provides the date and the time of your examination appointment, and the location and the directions to the examination facility that you selected.

What important information do I need to know about the day of the examination?

Make sure that you **arrive on time** for your examination. If you arrive **more than 30 minutes** after the scheduled time of the examination, the DMV will **not examine your vehicle**. You must pay another **examination fee of $150** and schedule another examination.

- The examination normally takes approximately 30 minutes.
- Make sure your vehicle does not block any driveway or roadways at the facility.
- You or your authorized representative must drive the vehicle into the examination facility.
- You or your representative must open all the doors, the hood, and the deck lid of the vehicle.
- You or your representative must describe the repair work and the parts that were replaced.
- You or your representative must provide the original receipts for the replacement parts. (Provide any additional photocopies if they are available. The receipts are returned to you.)
- Any vehicle identification number that appears damaged or altered can cause a delay with the examination. The DMV can require you to return for another examination on another date.

If your vehicle passes the examination, the DMV Title Services Bureau mails your title certificate in approximately 15 business days. By law, the DMV must send the title certificate by mail.

You must take the title certificate to a DMV office to apply for a registration.

Note: If you have a physical disability and you require special accommodation, contact the examination facility. The telephone number is provided on your appointment letter.

How to Transport Your Vehicle to the Examination Facility

Can I drive my vehicle to the examination facility?

You cannot drive your vehicle to the examination facility if it does not have a valid registration and liability insurance. You must transport the vehicle legally. If your vehicle arrives at the examination facility and has illegal vehicle plates or an illegal vehicle registration, you can receive a ticket, and the DMV will hold the vehicle until you can transport it legally. The person who drives the vehicle to the examination facility must have a valid driver license.
These are **the only legal methods** that you can use to transport the vehicle to the examination:

- Tow the vehicle
- Transport the vehicle on a flatbed truck
- Use a dealer plate or a transporter plate that complies with the laws that regulate them
- Apply for a Temporary Transport Permit from the DMV.

How to Change or Cancel Your Examination Appointment

You can change or cancel your appointment by phone or by e-mail.

Telephone

You can call the DMV at **(518) 486-6560**. Use this phone number only to cancel or change a salvage vehicle examination appointment. You **must** advise the DMV a**t least two business days before** the date of your scheduled examination.

You can change or cancel your scheduled examination **one time per application**.

E-Mail

You can write to the Division of Field Investigation by e-mail. Use this e-mail address only to change or cancel a salvage vehicle examination appointment. The DMV must **receive** your e-mail message **at least two business days** before the date of your scheduled examination.

You can change or cancel your scheduled examination **one time per application**.

You must include all of this information in your e-mail message:

- **The name** of the person on the letter from the DMV.
- **The date** of the scheduled appointment.
- **The location** of the appointment.
- **The Case Number**.
- The last five digits of the vehicle identification number **(VIN)**.
- A daytime **telephone number**.

Send the e-mail message to dficancel@dmv.state.ny.us . Use this e-mail address only to change or cancel a salvage vehicle examination appointment. **The DMV will not reply to other e-mail messages sent to this e-mail address**.

APPENDIX L
PROCEDURES FOR OBTAINING A TEMPORARY PERMIT

How do I apply for a Temporary Transport Permit?

Get proof of a safety inspection. Use a legal method to transport the vehicle to an inspection station to get a safety inspection. The inspection station completes the inspection information on form MV-83SAL.

Get insurance coverage for the vehicle and a NYS insurance card (FS-20).

Send the documents with your application. Include the FS-20 insurance card with form MV-83SAL and the other required documents when you apply for your examination. Attach a note to the front of your application to request a Temporary Transport Permit.

Display your Temporary Transport Permit. The DMV mails your appointment letter and includes the permit. Attach the permit to the left-hand side of your rear window. If the vehicle is a trailer or motorcycle, carry the permit with you. The person who drives the vehicle to the examination facility must have a valid driver license.

APPENDIX M
PROCEDURES FOR VEHICLE DISMANTLERS THAT ARE ALSO A MOTOR VEHICLE DEALER

There are no special procedures for vehicle dismantlers that are also a motor vehicle dealer; the same rules apply.

APPENDIX N
PROCEDURES FOR VEHICLE REBUILDERS

There are no special procedures for vehicle rebuilders; the same rules apply.

APPENDIX O
RULES FOR SALE OF SALVAGED INFLATABLE RESTRAINT SYSTEMS

Q: Who may sell salvage airbags in New York State?

A: No person, business or entity may sell salvage airbags in New York State. This would include a dealer, vehicle dismantler, repair shop, and private citizen.

Q: May a New York State citizen purchase a salvage airbag out-of-state?

A: Yes. There is no prohibition against purchasing salvage airbags out-of-state.

Q: Does the prohibition against the sale of salvage airbags apply to automotive parts and components that contain salvage airbags (such as doors and dashboards)?

A: Yes. The prohibition extends to the sale of any part that contains a salvage airbag.

Q: May New York State businesses sell salvage airbags out-of-state?

A: A New York business may not mail a salvage airbag out-of-state, because the sale would have originated in New York. However, a business may go to another state and sell the airbags in that state. In addition, a New York business may not sell salvage airbags in New York State to an individual or business from another state.

Q: Will the Department of Motor Vehicles, when conducting a salvage examination, reject a vehicle that is not equipped with an operative airbag?

A: Yes. The DMV will reject a vehicle that has an inoperative airbag. You must install a new air bag to replace an activated air bag or an air bag that was removed from the salvage vehicle. You cannot install a used air bag from another vehicle.

Q: Does the law permit a private individual to install a salvage airbag in his or her own car?

A: The law does not regulate private parties (unregulated entities) regarding the installation of salvage airbags. However, the law specifically prohibits repair shops from installing salvage airbags.

APPENDIX P
RULES FOR VEHICLE IDENTIFICATION NUMBERS

Display the vehicle identification number (VIN). The National Highway Traffic Safety Administration (NHTSA) requires manufacturers to attach VIN labels to specific parts of specific models of vehicles. If a label is damaged, absent or covered, the DMV can confiscate the part. If a manufacturer made a part on your vehicle that included a VIN label make sure that the VIN label is attached, legible, not damaged and fully visible. If the DMV investigator determines that the part came from a valid source, the investigator can attach a replacement VIN label and will not confiscate the part. **You must pay a total fee of $25 if the DMV attaches one or more VIN labels to the vehicle.** Only facilities registered or licensed by the DMV can use a check to pay the fee. All other applicants must use a money order to pay the fee.

Vehicle Identification Number (VIN)

If your vehicle needs an acceptable Vehicle Identification Number (VIN), the DMV Division of Field Investigations can assign one. Complete form MV-272.1 (Application for Vehicle Identification Number). Write a personal check or money order payable to "Commissioner of Motor Vehicles" for the non-refundable fee of $25. Send the completed form and payment to:

VIN Assignment
Division of Field Investigation
Department of Motor Vehicles
6 Empire State Plaza
Albany, NY 12228

If you apply for a vehicle approval from Vehicle Safety Technical Services at the same time that you request a VIN from the Division of Field Investigations, **make sure that you explain and include a note in the applications to both offices.**

Before you pay the non-refundable VIN fee, make sure that you can register the vehicle. Send the application to Vehicle Safety Technical Services to request a vehicle approval. If the vehicle is approved, you receive a notification to send form MV-272.1 and your fee payment to the Division of Field Investigations. This procedure takes more time, but you do not pay the non-refundable fee for a VIN if the registration is refused.

The Division of Field Investigations must examine your vehicle before a VIN is assigned. When your VIN is assigned, you receive a validated form MV-272.1 from Division of Field Investigations that displays the VIN. Send a photocopy of this form to Vehicle Safety Technical Services.

APPENDIX Q
PENALTIES

The registration of a vehicle dismantler, itinerant vehicle collector, salvage pool or mobile car crusher may be suspended or revoked, and/or the registrant may be required to pay a civil penalty of up to $1,000 for each violation, for:

- violations of Section 415-a or 429 of the Vehicle and Traffic Law;
- conviction of any provision of the Penal Law relating to theft or possession of motor vehicles or motor vehicle parts;
- a change in status which would have resulted in the denial of the initial registration;
- a false statement to the Commissioner;
- a violation of Title X (ten) of the Vehicle and Traffic Law;
- a violation of Part 81 of the Commissioner's Regulations.

Failure to register as a vehicle dismantler is a Class E felony. Failure to register as an itinerant vehicle collector, salvage pool or mobile car crusher, or certify as a scrap processor, scrap collector, or repair shop disposing of vehicular scrap, is a Class A misdemeanor.

Pursuant to Section 415-a of the Vehicle and Traffic Law it is a Class A misdemeanor for:

- a registered or certified facility to fail to make required records available for examination by an agent of the commissioner or police officer;
- a vehicle dismantler or salvage pool to fail to display a sign at the entrance containing the facility name and facility number;
- a vehicle dismantler or salvage pool to fail to display the facility number on vehicles, advertisements, and business cards.

APPENDIX R
SAMPLE FORMS

VS-1JS -- Page 1

NEW YORK STATE | Department of Motor Vehicles

JUNK & SALVAGE FACILITY APPLICATION

FOR INFORMATION ABOUT THIS APPLICATION OR FOR INFORMATION ABOUT BUSINESS REQUIREMENTS, VISIT DMV.NY.GOV/MORE-INFO/JUNK-SALVAGE-BUSINESSES

DMV USE ONLY		
Tracking #	County	Zip Code
Facility #	Facility Name	

Check the box next to the business type(s) for which you are applying for a registration or certification

BUSINESS REGISTRATIONS (valid for 2 years) - $100 fee for each type

- ☐ Vehicle Dismantler
- ☐ Mobile Car Crusher
- ☐ Itinerant Vehicle Collector
- ☐ Salvage Pool

BUSINESS CERTIFICATIONS - No Fee

- ☐ Scrap Processor
- ☐ Scrap Collector
- ☐ Junk and Salvage business based out of state doing business in NY

For additional information on these business types and requirements please see page 4 of this application and form (VS-144) Junk and Salvage Requirements

PART 1 Print name and location of business, business e-mail address and phone number below:

Business Name	Business E-mail Address	
Business Street Address (physical location)		Business Phone No. (Area Code) ( )
City	State ZIP	County

CONTACT INFORMATION: This information will be used for contact and correspondence while processing this application ONLY!

Contact Person (principal of business)	Title	Contact's E-mail Address
Mailing Address		Contact Phone No. (Area Code) ( )
City	State ZIP	County

PART 2 Ownership - Select only one of the following four business types *(Part 2 continues on next page)*

- ☐ Individual (complete Section A)
- ☐ Corporation/LLC (complete Section C)
- ☐ Partnership (complete Section B)
- ☐ Government/Education (complete Section D)

SECTION A

☐ **INDIVIDUAL** (doing business in your legal name)
- Proof of business name not required.

OR

☐ **INDIVIDUAL WITH ASSUMED NAME** ("doing business as" or DBA name)
- Enclose a copy of the business certificate obtained from your County Clerk's office.

Attach a copy (front & back) of the owner's valid driver license. If the owner does not have a driver license, attach a copy of one of the following: non-driver ID card, passport or resident alien card.

Last Name	First	MI	Date of Birth (Month/Day/Year)
Residence Address (Include Number and Street)	City	State ZIP	Residence Phone No. (Area Code) ( )
Please Sign Name In Full			Driver License/Non Driver ID Number

SECTION B

☐ **PARTNERSHIP WITH ASSUMED NAME** ("doing business as" or DBA name)
- Enclose a copy of the partnership papers obtained from your County Clerk's office. The partnership papers must contain all partners' names and the DBA name.

Complete one section for each partner; if more than three, attach additional pages. Attach a copy of each partner's driver license. If a partner does not have a driver license, attach a copy of one of the following: non-driver ID card, passport or resident alien card.

1. Last Name	First	MI	Date of Birth (Month/Day/Year)
Residence Address (Include Number and Street)	City	State ZIP	Residence Phone No. (Area Code) ( )
Please Sign Name In Full			Driver License Number
2. Last Name	First	MI	Date of Birth (Month/Day/Year)
Residence Address (Include Number and Street)	City	State ZIP	Residence Phone No. (Area Code) ( )
Please Sign Name In Full			Driver License Number
3. Last Name	First	MI	Date of Birth (Month/Day/Year)
Residence Address (Include Number and Street)	City	State ZIP	Residence Phone No. (Area Code) ( )
Please Sign Name In Full			Driver License Number

SAMPLE

PART 2 continued on next page

VS-1JS -- Page 2

PART 2 (Ownership) CONTINUED FROM PAGE 1

SECTION C

☐ **CORPORATION** (Inc., Corp., Ltd.)

➢ // Enclose a copy of the filing receipt issued from the NYS Department of State (DOS). You may contact the DOS at **(518) 473-2492 or dos.ny.gov**

☐ **CORPORATION WITH ASSUMED NAME** ("doing business as" or DBA name)

➢ Print corporation name below and // enclose a copy of the filing receipt with the assumed name issued from the NYS Department of State (DOS). You may contact the DOS at **(518) 473-2492 or dos.ny.gov**

Corporation Name_____

☐ **LIMITED LIABILITY COMPANY (LLC)**

For Inc., Corp., and Ltd., list corporate officers -(**President, Secretary and Treasurer are required** (one person may be President, Secretary, and/or Treasurer)). List stockholders and percentage of stock (not required for publicly-traded company). For LLC, list all managing members. // Attach additional pages if needed. // Attach a copy of each listed person's driver license. If any listed person does not have a driver license, // attach a copy of one of the following: non-driver ID card, passport or resident alien card. You may also include documents to show company is publicly-traded.

SAMPLE

1. Last Name | First | MI | Date of Birth (Month/Day/Year)

Title (check all that apply) ☐ President ☐ Secretary ☐ Treasurer ☐ Member ☐ Other _____ | Percentage of Stock

Residence Address (Include Number and Street) | City | State | ZIP | Residence Phone No. (Area Code) ( )

Please Sign Name In Full | Driver License Number

2. Last Name | First | MI | Date of Birth (Month/Day/Year)

Title (check all that apply) ☐ President ☐ Secretary ☐ Treasurer ☐ Member ☐ Other _____ | Percentage of Stock

Residence Address (Include Number and Street) | City | State | ZIP | Residence Phone No. (Area Code) ( )

Please Sign Name In Full | Driver License Number

3. Last Name | First | MI | Date of Birth (Month/Day/Year)

Title (check all that apply) ☐ President ☐ Secretary ☐ Treasurer ☐ Member ☐ Other _____ | Percentage of Stock

Residence Address (Include Number and Street) | City | State | ZIP | Residence Phone No. (Area Code) ( )

Please Sign Name In Full | Driver License Number

SECTION D

☐ **EDUCATIONAL FACILITY** (School, BOCES)

➢ Print Superintendent's name below. No documents are required for proof of business name.

Superintendent (Name and Phone No.) _____

☐ **GOVERNMENT AGENCY** (State, County, City)

➢ Print the government official's name below. No documents are required for proof of business name.

Government Official (Name and Phone No.) _____

Please enter information for the facility's supervising employee who may be contacted regarding compliance issues.

1. Last Name | First | MI | Date of Birth (Month/Day/Year)

Contact Address (Include Number and Street) | City | State | ZIP | Contact Phone No. (Area Code) ( )

Email

Please Sign Name In Full | Driver License Number

VS-1JS -- Page 3

PART 3 **Complete all sections:**

A. Have you or any person named in this application ever had a financial interest in a DMV-regulated business that had its license, registration or certification denied, suspended or revoked in New York State? This includes an interest as owner, partner, corporate officer or stockholder holding more than ten percent of the stock, and includes matters now on appeal. ☐ No ☐ Yes

If "**YES**": Specify name and address of the person(s), business type, facility number, certified inspector number, date and action that was taken.

B. Are you, or is anyone named in this application, scheduled for a hearing or been notified of a pending hearing regarding a business license, registration or certification that was issued by DMV Vehicle Safety? ☐ No ☐ Yes

If "**YES**": Specify name and address of the person(s), business type, facility number, certified inspector number, date and action that was taken.

C. Have you or any person named in this application been convicted of, or forfeited bail for, any misdemeanor or felony at any time? ☐ No ☐ Yes

If "**YES**": Name _____ Date of Birth _____

Conviction Date _____ Penalty _____ Court _____

Explain specific nature of offense _____

If you have additional offenses they must be reported on an attached sheet."

D. Does anyone else have a financial interest in your business that is not disclosed on this application? ☐ No ☐ Yes

If "**YES**": Name _____

E. All applicants, except Inspection Stations and Transporters, must provide a copy of NYS Department of Taxation and Finance (DTF) form DTF-17A (Certificate of Authority) or enter your valid NYS tax ID number here: _____ You may contact DTF at **www.tax.ny.gov or (518) 485-2881**.

F. You must provide your Federal Employer Identification Number: _____

Do you have any employees? ☐ No ☐ Yes If "**YES**", ✓ attach a copy of proof of Worker's Compensation and Disability Insurance coverage.

G. Have you or anyone named in Part 2 of this application ever held a business license, registration or certification for any of the business types below?

☐ No ☐ Yes If "**YES**" Check the type(s) below and provide all current and previous facility/certified inspector numbers.
✓ Attach additional page, if needed

☐ Retail Motor Vehicle Dealer, New	☐ Dismantler	☐ ATV Dealer	☐ Inspection Station	☐ Scrap Collector
☐ Retail Motor Vehicle Dealer, Other	☐ Transporter	☐ Salvage Pool	☐ Qualified Dealer	☐ Scrap Processor
☐ Wholesale Motor Vehicle Dealer	☐ Boat Dealer	☐ Repair Shop	☐ Mobile Car Crusher	☐ Certified Inspector
☐ Itinerant Vehicle Collector	☐ Yacht Broker	☐ Repair Shop disposing of major component scrap		

Current facility/certified inspector numbers: _____ _____ _____

Previous facility/certified inspector numbers: _____ _____ _____

PART 4 **Place of business: Do you**

- ☐ **Own (complete Section A) ✓ Attach copy of tax bill or deed.**
- ☐ **Lease (complete Sections A and B) ✓ Attach copy of your lease**
- ☐ **Sublease (complete Sections A, B and C) ✓ Attach copy of your sublease**
- ☐ **Pending/Lease (complete Sections A and B) ✓ Attach notarized statement from property owner***
- ☐ **Pending/sublease (complete Sections A and B) ✓ Attach notarized statement from property owner***

*** Notarized statement from the property owner stating you will have permission to use location to operate your specific type of Junk and Salvage Business.**

A. All applicants must complete this section.

Name of Property Owner	Phone No. (Area Code) ( )
Owner Mailing Address (Include Number and Street)	
City	State ZIP
Number of Years or Months Owned	Is this property zoned for all of the business type(s) you are applying for? ☐ YES ☐ NO

PLEASE NOTE: If any of the leases will expire in the next six months, ✓ you must provide a letter from the **owner or lessor** stating the intention to renew that lease. If you do not provide the required information with your application, the application will be **denied**.

B. If you are leasing or subleasing, complete this section.

Print the name the lease is in (Lessee Name)				Phone No. (Area Code) ( )
Business Address	City	State	ZIP	Must Have at Least Six-Month Lease Expiration Date / /

C. If you are subleasing, complete this section.

Print the name the sublease is in (Sublessee Name)				Phone No. (Area Code) ( )
Business Address	City	State	ZIP	Must Have at Least Six-Month Lease - Expiration Date / /

SAMPLE

VS-1JS -- Page 4

NEW YORK STATE | Department of Motor Vehicles

JUNK AND SALVAGE INFORMATION

JUNK AND SALVAGE REGISTRATIONS – If completing this section, answer all questions and see VS-144, Junk and Salvage Requirements.
(Authority: Vehicle and Traffic Law Section 415-a; Commissioner's Regulations Part 81)

FEE: Two-Year Registration Fee $100
If applying for more than one business type, pay the two-year registration fee for each business type.

1. Check the business registration for which you are applying:

- ☐ **Itinerant Vehicle Collector** – purchases non-operable vehicles/components and sells them to dismantlers or scrap processors.
- ☐ **Mobile Car Crusher** – operates a transportable device used for crushing motor vehicles for scrap.
- ☐ **Vehicle Dismantler** – purchases, dismantles and sells motor vehicles and trailers for parts and/or scrap.
- ☐ **Salvage Pool** – acts on behalf of a vehicle owner or insurance company in the sale of junk and salvage vehicles or major components.

2. Vehicle Dismantler and Salvage Pool applicant must enclose a certificate of occupancy, a local license, or a letter from your local authority stating that you may operate a Vehicle Dismantler or Salvage Pool business. The letter from your local authority must be on its letterhead, be dated (not more than ten days old), and contain the following: the full name and address of your business, type of business, a statement that you may operate a Vehicle Dismantler or Salvage Pool business at the location identified on your application, and the printed name and title of the official preparing the letter.

3. Vehicle Dismantler and Salvage Pool applicants doing business in Queens, Kings, Richmond, Bronx and New York counties must also include photocopies of valid New York City licenses for Secondhand Dealer General and Secondhand Dealer Auto, issued by the New York Department of Consumer Affairs. You may contact Consumer Affairs at **www.nyc.gov, call 311 within NYC, or call (212) 639-9610 from outside NYC.**

4. For Dismantler only – You must have equipment to recover air conditioning refrigerant. You must send, with your application, a Manufacturer's Certificate or an invoice as proof of purchase of motor vehicle refrigerant recycling equipment, as required by Section 415-a of the New York State Vehicle and Traffic Law. For information about approved equipment, visit **www.epa.gov/mvac/section-609-certified-equipment**.

SAMPLE

JUNK AND SALVAGE CERTIFIED BUSINESSES
(Authority: Vehicle and Traffic Law Sections 415-a, 2257-b; Commissioner's Regulations Part 81)

FEES: None

1. Check the type(s) of business(es) for which you are requesting certification:

- ☐ **Scrap Processor** – purchases motor vehicles or parts for processing into metallic and non-metallic scrap. General Business Law §69-f requires Scrap Processors to obtain a license from the municipality where the business is located.
- ☐ **Scrap Collector** – collects and disposes of miscellaneous scrap and vehicular scrap to Dismantlers or Scrap Processors.
- ☐ **Junk and Salvage businesses based out of state that do business in New York State** must apply to the Commissioner for an identification number, which shall be issued provided that such person complies with the laws and regulations of the jurisdiction in which he/she has his/her principal place of business or engages in such business.

  The following out-of-state businesses, doing business in New York State, must obtain a NYS Identification Number: **Dismantlers, Itinerant Vehicle Collectors, Mobile Car Crushers, Salvage Pools, Scrap Processors, Scrap Collectors, and Repair Shops disposing of major component parts to junk and salvage businesses in New York State.**

VS-1JS -- Page 5

Your Original Facility Application is nearly complete.

REMEMBER TO INCLUDE THE FEES ASSOCIATED WITH THIS APPLICATION!

When you submit this application, you must submit a check or money order made payable to the Commissioner of Motor Vehicles.

NOTE: If you have questions regarding business fees, please contact Vehicle Safety at (518) 474-0919.

SAMPLE

CERTIFICATION
(Applicant must complete this section)

FALSE STATEMENTS ON THIS APPLICATION ARE PUNISHABLE BY LAW AND MAY RESULT IN DENIAL, SUSPENSION, OR REVOCATION OF YOUR BUSINESS CERTIFICATE(S). I certify that I am the owner, partner, officer or managing member of the facility named on this application, and I have complied with Vehicle and Traffic Law (VTL) §415-a, including by obtaining a scrap processor license from the municipality where the business is located, pursuant to General Business Law §69-f, if operating as a scrap processor.

Name			Date of Birth (Month/Day/Year)
Business e-mail address			
Residence Address (Include Number and Street)	City	State	ZIP
Please Sign Name In Full	Title		Date (Month/Day/Year)

PLEASE REVIEW THE REQUIREMENTS ON FORM VS-144 (ATTACHED). YOU MUST MEET ALL REQUIREMENTS TO BE APPROVED

- ***Have you completed the entire application?***
- ***Have you signed the application?***
- ***Have you included your check or money order for the application and registration/licensing fees? (NO STARTER CHECKS ACCEPTED)***
- ***Is your check or money order made payable to "Commissioner of Motor Vehicles" ?***
- **Return this completed application along with all REQUIRED ATTACHMENTS by mail to:**

  Vehicle Safety Services
  Application Unit
  6 Empire State Plaza, Room 220
  Albany NY 12228-0001

If you need assistance, call the Office of Vehicle Safety Application Unit at 518-474-0919.

Forms are available at dmv.ny.gov

reset/clear

VS-1JS -- Page 6

JUNK AND SALVAGE REQUIREMENTS

Information on junk and salvage requirements may be found on the DMV website dmv.ny.gov/org under (Dealer & Transporters) "Learn more about Junk & Salavage Businesses". You may also reference Commissioner's Regulations Part CR-81 and New York State Vehicle and Traffic Law 415-a.

Note: Copies of required documents will also have to be given to the Automotive Facilities Inspector at the time of inspection.

All requirements listed below must be met or your application will be denied.

☐ 1. Proof of business name:

(a) Corporation or LLC:
Filing Receipt from NYS Department of State; percentage of stock ownership for each officer.

- Forms can be obtained through the NYS Department of State, Division of Corporations (518-473-2492) www.dos.ny.gov.

(b) Partnership or Individual using an assumed name

You must complete, notarize, and file an "Business Certificate of Assumed Name" also known as a DBA with the county clerk where the business is located. You must also provide a phone bill with business name at the business address.

SAMPLE

☐ 2. Copies of driver licenses or government-issued photo ID for **all** owners and officers or members of LLC.

☐ 3. Copy of your New York State Department of Tax and Finance (DTF-17A) Certificate of Authority or your valid Tax ID number. For information contact NYS Department of Taxation and Finance at 800-698-2909.

☐ 4. Attach a signed check or money order made out to the Commissioner of Motor Vehicles. Starter checks are not accepted.

☐ 5. Sign and complete application VS-1JS.

☐ 6. Proof of Worker's Compensation Insurance for employees.

☐ 7. Proof of Zoning (under 10 years old), from the local municipality allowing a Vehicle Dismantler or Salvage Pool (depending on which one applied for) at your location.

☐ 8. A manufacturer's certificate or invoice as proof of approved motor vehicle refrigerant recycling or recapturing equipment as required by Section 415-a of NYS Vehicle & Traffic Law.

☐ 9. Dismantlers or salvage pools located in Queens, Kings, Richmond, Bronx, and New York counties must provide a fire department permit and New York City Department of Consumer Affairs licenses: second-hand auto dealer license; and general & second-hand auto dealer license. For information go to https://www1.nyc.gov/nycbusiness/description/junk-and-salvage or call 311 within NYC or outside of NYC call (212) 639-9675.

☐ 10. Scrap Processors - General Business Law §69-f requires Scrap Processors to obtain a license from the municipality where the business is located.

☐ 11. A permanently bound book of registry with consecutively numbered pages, which complies with Commissioners Regulations 81.

☐ 12. The seven-digit facility number must be displayed on all advertising, business stationery and on all vehicles.

☐ 13. Adequate safeguard for records.

☐ 14. Proof of ownership for all vehicles and major components in stock.

☐ 15. Sign at the facility's main entrance with the seven-digit facility number on it and name under which it is registered.

VS-2

VS-2 (10/16)

FACILITY RENEWAL APPLICATION

You can renew on line at dmv.ny.gov/facrenew

INSTRUCTIONS (Answer questions 1 through 3 and any other questions that apply.) **PAY THIS AMOUNT**

A. The total shown as "Pay This Amount" is for renewal of all businesses listed above. If you do not want to renew one or more of these business certificates, pay only for the businesses you want to renew; cross out the others.

B. If your facility name, location, ownership or corporate officers have changed, you must file form MV-253G, Request for Business Amendment/ Duplicate Certificate, which is available on the DMV website at: dmv.ny.gov/forms/mv253g.pdf

C. Make check (NO STARTER CHECKS) or money order for renewal(s) payable to: ***Commissioner of Motor Vehicles.***

D. Mail this application and payment to: **Bureau of Consumer and Facility Services, PO Box 2700, Albany NY 12220-0700**.

E. **Dealers and Transporters**: If you have dealer and/or transporter plates, you ***must renew*** your business registration before you can renew your plates.

QUESTIONS

1. Since your last registration was issued, has an owner, partner or corporate officer been convicted of or forfeited bail for any felony or misdemeanor?
☐ Yes ☐ No If *Yes*, give information below about the person convicted. If more than one conviction, write the information on the back of this form.

Name	Birth Date	Nature of Offense	Penalty Imposed	Conviction Date	In What Court
	/ /			/ /	

2. Federal Employer ID No. (required by New York State Tax Law for businesses that hire employees)_____

3. Social Security Number of sole owner, partner or officer signing renewal _____

4. Repair Shops:
a) Does over 50% of your work involve paint/body/frame/collision repairs? ☐ Yes ☐ No
b) Does your shop service motor vehicle air conditioning systems? ☐ Yes ☐ No If *Yes*, does your shop have approved motor vehicle refrigerant recycling equipment as required by §398-c(2)(c) of the New York State Vehicle and Traffic Law (VTL)? ☐ Yes ☐ No

5. Vehicle Dealers:
a) How many vehicles did you sell during the previous calendar year?_____
b) Do you have a continuous bond in the correct amount in effect? ☐ Yes ☐ No
c) New Motor Vehicle Dealers Only:
Have you added or dropped any franchise agreements since your last renewal? ☐ Yes ☐ No If Yes, send documentation.
Are you a franchisor as defined in §462(8) of the VTL*? ☐ Yes ☐ No
* "Franchisor" means any manufacturer, distributor, distributor branch or factory branch, importer or other person, partnership, corporation, association or entity, whether resident or non-resident, which enters into or is presently a party to a franchise with a franchised motor vehicle dealer.

6. Inspection Stations: Please provide the name and certification number of one of your full time inspectors:

Name: _____ Certification Number:_____

7. Vehicle Dismantlers and Salvage Pools: Those doing business in Queens, Kings, Richmond, Bronx and New York counties must include photocopies of valid New York City licenses for Secondhand Dealer General and Secondhand Dealer Auto with this application.
Does your facility have approved motor vehicle refrigerant recycling equipment as required by §415-a(2) of the New York State VTL? ☐ Yes ☐ No
If *Yes*, send a manufacturer's certificate, or invoice with proof of payment, containing the name and address of the facility and the manufacturer, date purchased and serial number of the unit purchased.

CERTIFICATION: Under penalty of perjury, I certify that I am the owner, partner or officer of the facility named on this application, and that the information contained in this application is true. False statements made herein are punishable as a Class A misdemeanor pursuant to §210.45 of the Penal Law.

Date	Signature	Print Name of Person Signing	Title
Residence Address		Home Tel. No. ( )	Business Tel. No.( )

SAMPLE

VS-113A

NEW YORK STATE | Department of Motor Vehicles

SALVAGE CERTIFICATE REQUISITION

Please order Form MV-907A (Salvage Certificate) ***only*** *on this form.*

Send this requisition, with payment, to:
Bureau of Consumer and Facility Services
PO Box 2700 - Empire State Plaza
Albany New York 12220-0700

Make check payable to: Commissioner of Motor Vehicles

Date: _____

Facility Ident. No: _____

Telephone No: ( ) _____

No. of MV-907As Ordered (Minimum Order - 20): _____

Total fee enclosed (.05 times number of MV-907As ordered): $ _____

SAMPLE

Identify your office or place of business by checking one of the boxes below:

- ☐ Dismantler
- ☐ Itinerant Vehicle Collector
- ☐ Insurance Company
- ☐ Municipality
- ☐ Self-insurer
- ☐ Other: _____

VS-113A (9/15)

MV-35 - FRONT

NEW YORK STATE OF OPPORTUNITY | Department of Motor Vehicles

STATEMENT OF VEHICLE OWNER WHO DOES NOT HAVE A VALID TITLE

PLEASE NOTE THAT THIS IS A TWO-PAGE DOCUMENT INCLUDING IMPORTANT INFORMATION ON THE SECOND PAGE.

THE VEHICLE MAY NEVER BE TITLED AGAIN. IT MUST BE DISMANTLED OR SCRAPPED.

This statement may be used only by the vehicle owner who has not obtained a title in his/her name or has lost the title in his/her name. Only the vehicle owner may use this statement to transfer the vehicle described below to a registered vehicle dismantler, itinerant vehicle collector (IVC), or a certified scrap processor. The vehicle being transferred must be worth $1250 or less and be at least eight model years old.

This statement may not be used to transfer ownership to a private party or entities not licensed by DMV such as tow truck drivers or charitable organizations. An entity engaged in the business of vehicle acquisition for the purposes of dismantling or disposal may not use this form to allege ownership and transfer a vehicle.

OWNER INFORMATION AND CERTIFICATION

I certify that I am the owner of the vehicle described below and that: (1) I purchased the vehicle from the titled owner and I never titled the vehicle in my own name; or (2) I was issued a title in my name but the title was lost or stolen. I certify that the vehicle is worth $1250 or less and is at least eight model years old.

I know that this statement will be filed with the New York State Department of Motor Vehicles (NYS DMV) and I certify that all of the information contained herein is true to the best of my knowledge. Knowingly making a false written statement is a misdemeanor pursuant to Section 210.45 of the Penal Law.

SAMPLE

Year	Make	Model		Color

Vehicle Owner Name	Government Issued ID No. of Owner *(Copy of identification must be attached)*

Address of Vehicle Owner

Owner Signature	Date
➧	

DELIVERY AGENT INFORMATION AND CERTIFICATION

I know this statement will be filed with the NYS DMV and I certify that all the information contained herein is true to the best of my knowledge. Knowingly making a false written statement is a misdemeanor pursuant to Section 210.45 of the Penal Law.

Driver Name	DOB	Government Issued ID No. of Delivery Agent *(Copy of identification must be attached)*

Plate on Delivery Vehicle	Signature of Delivery Agent	Date
	➧	

VEHICLE DISMANTLER OR IVC: If the title document is not available, make a copy of the owner AND delivery agent's government-issued identification. Attach the title or photocopies of identifications to this form. Also attach copy 2 of the form MV-907A (Salvage Certificate). Write "For Parts Only" on the front of the MV-907A.

SCRAP PROCESSOR: If the title document is not available, make a copy of the owner AND delivery agent's government-issued identification. Attach the title or photocopies of identifications to this form.

Within 15 business days after acquiring the vehicle, please send completed forms to:

NYS DMV Title Bureau
PO BOX 2105
Albany, NY 12220-0105

DISMANTLER, ITINERANT VEHICLE COLLECTOR, OR SCRAP PROCESSOR INFORMATION AND CERTIFICATION

I certify that I paid $1250 or less for the vehicle described above. I certify that there are no undisclosed liens against this vehicle. I know that the business noted below will file this statement with the NYS DMV. Knowingly making a false written statement is a misdemeanor pursuant to Section 210.45 of the Penal Law.

Business Name	Business ID No.

Name	Title

Signature	Date
➧	

MV-35 - BACK

VIN _____

This form is to be used ONLY by the vehicle owner for transfer to an itinerant vehicle collector (IVC), vehicle dismantler or scrap processor. It is NOT to be used to transfer ownership from the vehicle owner to any entities not licensed by DMV such as tow truck drivers or charitable organizations. *(NYS DMV Commissioner's Rules and Regulations - Part 81.8)*

Tow truck drivers cannot claim ownership of vehicles being delivered for scrap via the MV-35. The individual or entity they acquired the vehicle from is the owner. The tow truck driver is only the delivery agent. *(NYS Vehicle & Traffic Law - Section 429-1(b))*

Any tow truck drivers engaged in the business of acquiring inoperable vehicles for scrap are required to be registered as Itinerant Vehicle Collectors (IVC) or vehicle dismantlers. Registered IVCs are required to issue a "Salvage Certificate for a 1973 or Newer Vehicle" (MV-907A) for all vehicles they deliver to vehicle dismantlers or scrap processors. Vehicle dismantlers and scrap processors should not accept vehicles from IVCs unless it is via a MV-907A. The completed MV-35 should be attached to the DMV copy of the MV-907A as ownership documentation. *(NYS Vehicle & Traffic Law - Section 429-1(b))*

MV-37

NEW YORK STATE | Department of Motor Vehicles

STATEMENT OF ABANDONED VEHICLE

THIS VEHICLE MAY NEVER BE TITLED AGAIN. IT MUST BE DISMANTLED OR SCRAPPED.

This statement may be used by property owners to dispose of an abandoned vehicle in accordance with Section 1224 of the Vehicle and Traffic Law. **It may be used only if the vehicle being disposed of: (1) has a wholesale value of $1,250 or less; and (2) is ten or more model years old; and (3) has been abandoned for at least one month.**

If the vehicle is less than ten years old, or if the vehicle dismantler or itinerant vehicle collector pays more than $1,250, he/she must obtain a title or a transferable registration from the property owner.

Instructions: Please fill in all boxes, sign by the arrow at the bottom of this page, and attach a VIN tracing from the abandoned vehicle.

Within 15 days of acquiring the vehicle, the vehicle dismantler or itinerant vehicle collector will send this completed form, VIN tracing, and copy 2 of form MV-907A to: New York State Department of Motor Vehicles
Junk and Salvage Unit
PO Box 2105
Albany, NY 12220-0105

SAMPLE

Vehicle Dismantler's or Itinerant Vehicle Collector's Information:

Vehicle Dismantler's/Itinerant Vehicle Collector's Name	Registration No.

Vehicle Information:

Year	Make	Model

Color	Style	Vehicle Identification No.

Property Owner's Information:

Location where vehicle was abandoned:

Number and Street	City	State	Zip Code

Name and address of person and/or company owning this property:

Last Name	First	M.I.

Number and Street	Apt. #	City	State	Zip Code

Delivery Agent's Information:

Last Name	First	M.I.	Date of Birth (Month/Day/Year)

Motorist ID	Plate on Delivery Vehicle	Signature of Delivery Agent (Sign Name in Full) ⇨

Property Owner Statement:

I, the undersigned, certify to the following:

A. I understand that this vehicle meets the definition of an abandoned vehicle under Section 1224 of the Vehicle and Traffic Law. I also understand that this vehicle may never be titled again, and must be dismantled or scrapped.

B. I own the property on which the vehicle described above has been abandoned for _____ months/years (minimum time: one month). The owner of the vehicle cannot be located. I have received $1,250 or less in payment for this vehicle.

I disposed of this vehicle to the vehicle dismantler or itinerant vehicle collector named on this form.

Signature ⇨ _____ (Sign Name in Full) _____ (Date)

IMPORTANT: To knowingly make a false statement or conceal a material fact in this statement is a criminal offense punishable under Section 210.45 of the Penal Law, and Section 392 of the Vehicle and Traffic Law.

MV-61P

New York State Department of Motor Vehicles

OFFICIAL BUSINESS CERTIFICATE

THIS CERTIFICATE EXPIRES

FACILITY IDENTIFICATION NO.

Validation Date and Number:

This person is

pursuant to the provisions of the Vehicle and Traffic Law.

SAMPLE

This document does not certify that this business complies with zoning and other local laws

POST IN A CONSPICUOUS PLACE

MV-61P (11/95)

MV-82TON FRONT

MV-82TON (1/15)

PAGE 1 OF 2

NEW YORK STATE OF OPPORTUNITY | Department of Motor Vehicles

APPLICATION FOR TITLE

*PLEASE **PRINT** WITH BLUE OR BLACK INK*

IMPORTANT– DO NOT USE THIS FORM TO REGISTER A VEHICLE, BOAT OR TRAILER
Please carefully READ THE INFORMATION ON PAGE 2 of this form.

Everyone must complete Sections 1, 3 and 6 AND whichever of the following is applicable:
- Section 2 for Co-Owners
- Sections 4 and 7 for NYSREG Dealers
- Section 5 for Vehicle, Motorcycle or Trailer
- Section 8 for MFH Dealers

FOR OFFICE USE ONLY
Batch File No. _____
Proof Submitted _____

1 NEW OWNER'S LAST NAME *(OR COMPANY NAME)* | FIRST NAME | M.I.

ID NO. *(from Driver LIcense)* | DATE OF BIRTH Month Day Year | SEX M ☐ F ☐

2 NEW CO-OWNER'S LAST NAME | FIRST NAME | M.I.

ID NO. *(from Driver LIcense)* | DATE OF BIRTH Month Day Year | SEX M ☐ F ☐

NEW OWNER'S MAILING ADDRESS *(include Street Number and Name, Rural Deliery and/or Box Number)* | Apt. No. | CITY OR TOWN | STATE | ZIP CODE | COUNTY

ADDRESS WHERE YOU LIVE – IF DIFFERENT FROM YOUR MAILING ADDRESS – DO NOT GIVE PO BOX *(Include Street Number and Name)* | Apt. No. | CITY OR TOWN | STATE | ZIP CODE | COUNTY

SAMPLE

3 COMPLETE ONE OF THE FOLLOWING: (A) *OR* (B) *OR* (C) *OR* (D)

(A) VEHICLES AND MOTORCYCLES

FOR OFFICE USE ONLY
MILEAGE BRAND

How was the vehicle obtained? ☐ New ☐ Used ☐ Leased ☐ Without ☐ Salvage

VEHICLE IDENTIFICATION NUMBER

YEAR | MAKE | COLOR | ODOMETER READING IN MILES *

*Odometer has room for how many numbers? *(DO NOT INCLUDE TENTHS.)*

VEHICLE TYPE
☐ 2 Door ☐ 4 Door
☐ Convertible ☐ Motorcycle
☐ Van
☐ Truck (List Type)
☐ Pick up ☐ Dump
☐ Fire ☐ Tow ☐ Utility
☐ Other Type of Vehicle or Truck (explain) _____

TYPE OF POWER
☐ Gas ☐ Diesel ☐ Electric
☐ Flex ☐ CNG ☐ Propane
☐ None ☐ Other _____

CYLINDERS

UNLADEN WEIGHT

MAXIMUM GROSS WEIGHT (FOR TRUCKS)
☐ Less than 16,000 lbs.
☐ 16,000 lbs. or more

Is the vehicle currently registered in new owner's name? ☐ Yes ☐ No

If Yes, Plate Number:

(B) BOATS ONLY

How was the boat obtained? ☐ New ☐ Used ☐ Leased

HULL IDENTIFICATION NUMBER

YEAR | MAKE | LENGTH Feet Inches

HULL MATERIAL
☐ Wood ☐ Plastic ☐ Inflatable ☐ Fiberglass ☐ Aluminum
☐ Steel ☐ Other _____

PROPULSION
☐ Outboard ☐ Inboard ☐ Inboard/Outboard ☐ Sail
☐ Other _____

FUEL
☐ Gas ☐ Diesel ☐ Electric ☐ None ☐ Other _____

(C) MANUFACTURED HOMES ONLY

How was the manufactured home obtained? ☐ New ☐ Used

SERIAL NUMBER

YEAR | MAKE | COLOR | SIZE Width Length

(D) TRAILERS ONLY

How was the trailer obtained? ☐ New ☐ Used ☐ Leased ☐ Salvage

VEHICLE IDENTIFICATION NUMBER

YEAR | MAKE | COLOR | UNLADEN WEIGHT

Is the trailer currently registered in new owner's name? ☐ Yes ☐ No

If Yes, Plate Number:

TYPE
☐ House Trailer ☐ Boat Trailer
☐ Semi Trailer ☐ Refrigerator Trailer
☐ Other _____

4 ***LIEN INFORMATION - To be completed only by a NYS-registered vehicle, boat, or trailer dealer - DO NOT USE FOR MFH***

NYS REG DEALER ONLY

LIEN FILING CODE (Assigned by DMV) | LIENHOLDER NAME AND ADDRESS

Signature Required on back ➔

MV-82TON BACK

PAGE 2 OF 2 MV-82TON (1/15)

5 **DAMAGE DISCLOSURE - must be completed for vehicles, motorcycles and trailers**
I certify that, to the best of my knowledge, this vehicle, motorcycle or trailer ☐ has been or ☐ has not been wrecked, destroyed or damaged to such an extent that the total estimate, or actual cost, of parts and labor to rebuild or reconstruct the vehicle to the condition it was in before an accident, and for legal operation on the road or highways, is more than 75% of the retail value of the vehicle at the time of loss. (Checking the "has been" box means the vehicle must have an anti-theft examination before being registered, and that the title issued will have the statement "Rebuilt Salvage: NY" on it if the proof of ownership is a New York State title. If the proof of ownership is an out-of-state title, it will show that state's abbreviation.)

6 **OWNER CERTIFICATION:** I state that the information I have given is true to the best of my knowledge. If the vehicle, motorcycle, trailer or boat is currently registered in another name, I authorize such registration. If there is a co-owner, **BOTH** signatures are required.

1. _____ (**New Owner** Sign Name in Full) _____ (Date) ( ) _____ (Daytime Telephone Number)
   _____ (Print Name in Full)
2. _____ (**New Co-Owner** Sign Name in Full) _____ (Date) ( ) _____ (Daytime Telephone Number)

If signing for a corporation, print your name and title _____

7 **NYS REGISTERED DEALER CERTIFICATION:** I certify that all information on this application is true. I take responsibility for the integrity of the papers delivered to the Motor Vehicles Title Bureau.

➧ _____ (Signature of Dealer or Authorized Representative) _____ (Date) ( ) _____ (Telephone Number)

Print your name and title _____

8 **MANUFACTURED HOME DEALER CERTIFICATION:** I certify that all New York State and local taxes due as a result of this sale, if any, have been collected from the purchaser.

➧ _____ (Signature of Dealer or Authorized Representative) _____ (Date) ( ) _____ (Telephone Number) _____ (NYS Sales Tax Number)

Certificates of Title are available only for the following:.
- 1973 and newer model year vehicles and motorcycles (*including salvage vehicles*).
- 1973 and newer model year trailers with an unladen weight of 1,000 lbs. or more.
- 1987 and newer model year non-documented boats that are at least 14 feet long and equipped with a motor.
- 1995 and newer model year manufactured homes that are at least 8 feet wide or 40 feet long when being transported, or at least 320 square feet when erected on a site.

THIS IS WHAT YOU NEED TO APPLY FOR A CERTIFICATE OF TITLE.

1. APPLICATION (FORM MV-82TON) - After completing appropriate sections as outlined on top of page 1, please make sure you sign the owner certification in Section 6 and the dealer signs Section 7or 8, if applicable.
2. PROOF OF OWNERSHIP - If purchased **new**, the proof of ownership is a Manufacturer's Statement or Certificate of Origin. If purchased **used**, the proof of ownership is usually a certificate of title (**or** a transferable registration and bill of sale if from a state that does not require a title). For vehicles, motorcycles, and trailers sold by a New York State dealer, a Certificate of Sale (Form MV-50) is also required. For boats sold by a dealer, a bill of sale from the dealer must accompany the proof of ownership. If you have other proof of ownership, please contact the Title Bureau to find out if it is acceptable.
3. PROOF OF NAME AND DATE OF BIRTH - Only proofs of name that contain the owner's signature will be accepted. For example: a copy of a photo driver license, a military photo ID card, or a credit card. Proof of date of birth is a copy of a photo driver license, a birth certificate, or military separation papers (DD-214). **A corporation must provide proof of incorporation**.
4. SALES TAX CLEARANCE - Proof that you paid or are exempt from paying sales tax is needed. The following are acceptable proofs of sales tax clearance:
   - Form MV-50 (Certificate of Sale) - for vehicles, motorcycles, and trailers purchased from a New York State-registered dealer.
   - Form FS-6T (Sales Tax Clearance Receipt) - for vehicles, motorcycles, trailers and boats purchased from an out-of-state dealer, or through a sale that does not involve a dealer. Form FS-6T may be obtained at any Motor Vehicles office by paying sales tax or by showing that you are tax exempt.
   - A bill of sale - for boats purchased from a New York State-registered boat dealer. The bill of sale must indicate that tax was paid, or that the purchaser is exempt from sales tax.
   - Signed Manufactured Home Dealer Certification (Section 8) - for manufactured homes purchased from a dealer authorized to collect New York State and local sales tax. The Manufactured Home Dealer Certification below must be completed by the dealer. **PLEASE NOTE:** Sales tax clearance is only required for manufactured homes purchased as NEW.
5. FILING LIENS - Section 4 on page 1 can only be used by a NYS-registered dealer to file a **new** lien. All other liens must be recorded by the lender sending a Notice of Lien (MV-900) and $5 lien fee **OR** an MV-900.1 (if they have an account with the Department of Motor Vehicles). To be sure the lien is recorded before the title is issued, the lender should send the Notice of Lien with this application, **OR** as soon as possible after the loan is made (these forms should not be given to a customer to mail in). For further information, obtain our pamphlet "What Lenders Should Know About the NYS Vehicle and Boat Title Program" (Form MV-909) by contacting the Motor Vehicles Title Bureau, or by visiting our website (www.dmv.ny.gov) under DMV Forms and Publications.
6. TITLE/LIEN FEE - The fee for a title for all vehicles, motorcycles, trailers and boats is $50. The fee for a Certificate of Title for a manufactured home is $125. The fee for filing a lien is $5. Payment must be made by check or money order payable to "Commissioner of Motor Vehicles". **PLEASE NOTE**: We can only accept payment of the lien fee from a dealer or lienholder. The lien fee cannot be paid by the owner.
7. **Bring your completed application to any DMV office, or mail to the address below, with:**
   - proof of ownership ◆ title application fee ◆ proof of name and date of birth ◆ notice of lien and lien fee (*if applicable*)
   - sales tax clearance (*if applicable*) ◆ proof of Power of Attorney (*if applicable)*

   Mailing Address: Title Bureau, Department of Motor Vehicles, 6 Empire State Plaza, Albany, NY 12228
8. **The following applications <u>must be mailed</u> to Title Bureau:**
   - Garageman Liens ◆ Salvage Certificates ◆ Manufactured Homes ◆ Boats ◆ Bonded Vehicles
   - Application by Dealer/Manufacturers for vehicles returned by purchaser under Lemon Law

Visit us on the web at: www.dmv.ny.gov

SAMPLE

MV-83SAL FRONT

NEW YORK STATE OF OPPORTUNITY | Department of Motor Vehicles

SALVAGE EXAMINATION/TITLE APPLICATION
For more information on salvage,

I AM APPLYING FOR: ☐ A. Salvage Exam & Title ☐ B. Salvage Exam Only ☐ C. Salvage Exam Reapplication

Your current proof of ownership determines the total fee you must pay. Make your check or money order payable to "Commissioner of Motor Vehicles".

A. ● New York State Salvage Certificate (MV-907A): **$200.00**
   ● New York State title/Out-of-state title/Marshall's sale/Police Bill of Sale/Garageman Lien: **$205.00**

B. If your vehicle is already registered (Plate Number: _____) **and** you were notified it needed an exam: **$155.00**
   Case number on letter you received: _____

C. Salvage exam reapplication fee due to a missed appointment: **$150**

NOTE: These fees cannot be refunded. No third party or starter checks will be accepted.

SAMPLE

NAME OF PRIMARY OWNER *(Last, First, Middle)*

NYS driver license number – PRIMARY

SEX M F ☐☐ **DATE OF BIRTH** Month Day Year

NAME OF CO-OWNER *(Last, First, Middle)*

NYS driver license number – CO-OWNER

SEX M F ☐☐ **DATE OF BIRTH** Month Day Year

CONTACT TELEPHONE # *(Required)*
Area Code ( )

Is this a corporation or partnership? ☐ Yes ☐ No

THE ADDRESS WHERE PRIMARY OWNER GETS MAIL *(Include Street Number and Name, Rural Delivery or box number. This address will be on the document.)*

Apt. No. | City or Town | State | Zip Code | County of Residence

THE ADDRESS WHERE PRIMARY OWNER RESIDES IF DIFFERENT FROM THE MAILING ADDRESS. *(DO NOT GIVE A P.O. BOX.)*

Apt. No. | City or Town | State | Zip Code

VEHICLE IDENTIFICATION NUMBER

VEHICLE DESCRIPTION Year | Make

Body Type For Cars *(mark one)*
☐ 2-Door ☐ 4-Door ☐ Convertible ☐ Station Wagon or Suburban ☐ Other_____

Body Type For Other Vehicles *(mark one)*
☐ Pick-up Truck ☐ Van ☐ Motorcycle ☐ Tow Truck ☐ Trailer ☐ Other _____

Color | **Unladen Weight**

Type of Power (Fuel)
☐ Gas ☐ Diesel ☐ Electric ☐ Flex ☐ CNG ☐ Propane ☐ Hybrid ☐ None

Cylinders

For trailers & commercial vehicles **Maximum Gross Weight**

For rentals,buses & taxis **Seating Capacity**

For commercial vehicles Axles | Distance

Odometer Disclosure/Reading in Miles
I certify that the odometer reading of _____ is ☐ Actual, ☐ Not Actual, or ☐ Exceeds mechanical limits.

NY DEALER ONLY | Lien Filing Code (Assigned by DMV) | Lien holder Name and Mailing Address

EMAIL AND ALTERNATE ADDRESS *(If you want the examination notice sent to another address, or by email, please complete the following):*

Name *(Use Corporate Name, if applicable)*

Address *(Number and Street)* | Apt. #

City | State | ZIP Code

+E-mail Address *(Please print clearly)* | Home Telephone No. ( ) | Business Telephone No. ( )

+

APPOINTMENT SITES: I request that the vehicle be examined at the following location:

__ Buffalo __ Syracuse __ Utica __ Albany __ Elmsford (*serves Putnam/Westchester/Rockland & Bronx counties)*
__ Rochester __ Binghamton* __ Canton* __ Plattsburgh* __ Queens Village *(serves New York/Queens/Kings & Richmond counties)*
__ Horseheads* __ Highland __ Oxford* __ West Babylon *(serves Nassau & Suffolk counties)*

***NOTE**: Only occasional service is offered at this location.

Do you need a permit to drive the vehicle to/from the exam location (NYS residents only) ☐ Yes ☐ No

If yes, please include: ● current proof of NYS insurance (a copy of form FS-20 or form FS-21)
● NYS Safety/emissions Inspection report showing "passed"

MV-83SAL BACK

TYPE OF SALVAGE *(check all boxes that apply to your vehicle):*

☐ Recovered Stolen With No Damage ☐ Recovered Stolen *(with damage)* ☐ Collision Loss ☐ Flood Damage

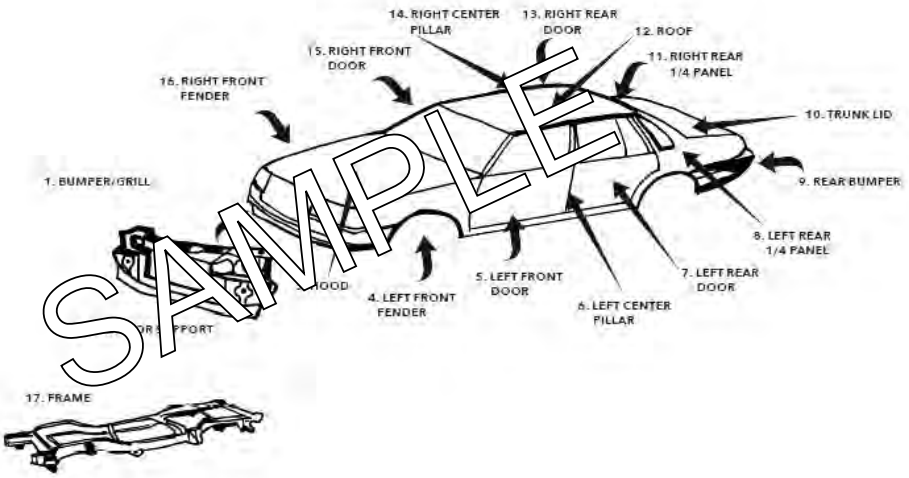
☐ Other *(explain)*_____

MAJOR BODY PARTS, POWER TRAIN, AND AIRBAGS REPLACED *(you must check each box either Yes or No):*

YES	NO		YES	NO		YES	NO		YES	NO		YES	NO	
☐	☐	Vehicle Identification Number Plate Missing, Altered or Defaced	☐	☐	Right 3/4 Nose	☐	☐	Rear Clip	☐	☐	Frame (Repair or Replacement)	☐	☐	Driver Air Bag
			☐	☐	Nose (Complete)	☐	☐	Cowls				☐	☐	Passenger Air Bag
			☐	☐	Body	☐	☐	Front Cut Off	☐	☐	Engine	☐	☐	Other Air Bags
☐	☐	Left 3/4 Nose							☐	☐	Transmission			

ITEMIZED BODY REPAIR *(you must check each box either Yes or No):* ☐ Not required for Bikes, trailers, etc.

YES	NO	
☐	☐	1. Bumper/Grill
☐	☐	2. Radiator Support
☐	☐	3. Hood
☐	☐	4. Left Front Fender
☐	☐	5. Left Front Door
☐	☐	6. Left Center Pillar
☐	☐	7. Left Rear Door
☐	☐	8. Left Rear 1/4 Panel
☐	☐	9. Rear Bumper
☐	☐	10. Trunk Lid
☐	☐	11. Right Rear 1/4 Panel
☐	☐	12. Roof
☐	☐	13. Right Rear Door
☐	☐	14. Right Center Pillar
☐	☐	15. Right Front Door
☐	☐	16. Right Front Fender
☐	☐	17. Frame



***Receipts for Repairs:** If any major component part has been replaced, you **MUST** present sales receipts at the time of the vehicle examination. The receipts must show the stock number and vehicle identification number of any replacement parts used for the vehicle.

CHECKLIST TO AVOID REJECTION OF APPLICATION: (Please make sure all required forms are properly completed and signed)

☐ MV-83SAL

☐ Check or Money Order with correct fee

☐ Original Proof of Ownership *

☐ Bill of Sale and/or Dealer Reassignment *(if applicable)* *

☐ Proof of Sales Tax Paid *(form FS-6T or form MV-50)*

* *Must have both buyer and seller signatures*

☐ Original Lien or Lien Release *(if applicable)*

☐ Proof of Identity *(as listed below)*:

Individuals - NY residents: a copy of your current NYS driver license or NYS non-driver ID card. Non-Residents: 6 points of ID (refer to form ID-82).

Corporations - A copy of your Certificate of Incorporation, or a NYS vehicle registration or title in the corporation's name, or a NYS Department of State (DOS) filing receipt, or assumed name (DBA), or a certificate of good standing.

Partnerships- Your Certificate of Partnership or DBA filing receipt from your County Clerk, or Statement of Partnership or Joint Ownership (form MV-83T).

If you have questions regarding your application:

- *Examination Scheduling Related:* (518) 474-0955 Monday - Friday 9:00am - 4:00pm
- *Application and Title related:* (518) 473-0399 Tuesday - Thursday 9:00am - 4:00pm

Mail your completed application and fee to:
AUTO THEFT & SALVAGE UNIT
DFI P.O. Box 2105 Empire State Plaza
Albany NY 12220-0105

The Division of Field Investigation will notify you by mail/email of the date, time and address of your appointment. You may postpone your scheduled appointment if you give two business days (48 hours) notice by emailing DFICancel@dmv.ny.gov or calling (518) 474-0955. However, you may reschedule only one time. **If you do not keep a scheduled appointment, your fee will be forfeited** and you must reapply by completing form MV-83SAL and paying a new fee of $150.00, or pay with a credit card by calling (518) 486-9786.

WARNING: Intentionally making a false statement or providing false or misleading information in connection with this application is a criminal offense that may subject you to criminal prosecution under the law. The conduct of an examination of subject vehicle by DMV does not constitute any representation concerning the safety of the vehicle. The act of submitting a vehicle for examination by DMV shall constitute a waiver of all claims of liability to DMV and the State of New York respecting the subsequent operation of the vehicle.

CERTIFICATION: I certify that, to the best of my knowledge, the information provided on this form is true and complete.

Primary Owner
Print Name: _____
Signature: _____
(Sign Name in Full)
DMV Facility Number (if applicable) _____

Co-Owner
Print Name: _____
Signature: _____
(Sign Name in Full)
Date _____

MV-901

New York State Department of Motor Vehicles

NOTICE OF RECORDED LIEN

I.D. Number | Year | Make

Wgt./Lgth. | Fuel | Cyl/Prop. | Body/Hull | Color

Owner: If you have moved and have not yet notified this Department of your new address, cross out the address shown and print your new address in its place.

SAMPLE

OWNER

ADDITIONAL LIENHOLDERS

The following information applies only to the lienholder shown in the box above.

☐ Our security interest in the vehicle, boat or manufactured home described in this notice has been satisfied.

☐ We have assumed ownership of this vehicle, boat or manufactured home. We are transferring ownership to:

_____

☐ We have assigned our security interest in this vehicle, boat or manufactured home to:

_____
Lien Filing Code

_____
Name | Date of Assignment

_____
No. and Street

_____
City | State | Zip

_____
Authorized Signature | Date

If you are the owner named on this notice, you can keep this notice with the Certificate of Title and when you sell the vehicle, boat or manufactured home, give the transferred Title AND this original Notice of Recorded Lien to the new owner. To obtain a lien-free Title before then, return your current Title, this original Notice of Recorded Lien and a $20.00 fee to: NYS DMV, Title Bureau, 6 Empire State Plaza, Albany NY 12228-0330. (Check or money order should be made payable to the Commissioner of Motor Vehicles.)

If you cannot locate the Title for the vehicle, boat or manufactured home, you must apply for a duplicate. You may apply for a duplicate by completing form MV-902 (available at a DMV office or on our web site at www.dmv.ny.gov) and mailing it with a $20.00 check or money order AND this original Notice of Recorded Lien to the DMV Title Bureau at the above address.

If your address has **not** changed since you last registered the vehicle and your registration shows your current address, you may be able to apply for a duplicate title on line. For more information, please visit www.dmv.ny.gov.

MV-901 (4/12)

MV-907A FRONT

Department of Motor Vehicles

SALVAGE CERTIFICATE

For a 1973 or Newer Motor Vehicle

OTHER JURISDICTIONS: Do not accept this certificate as proof of ownership for registration or titling purposes unless the vehicle and its major component parts meet your requirements concerning the bearer's right to possess them.

THIS DOCUMENT IS VOID IF ALTERED OR ERASED *(Please type or print entries with ballpoint pen.)* **D**

1. VEHICLE DESCRIPTION ● *ENTER VEHICLE IDENTIFICATION NUMBER EXACTLY AS IT APPEARS ON PROOF OF OWNERSHIP*

VEHICLE IDENTIFICATION NUMBER *(Please start at leftmost space)*	YEAR	MAKE	MODEL

FUEL	CYLINDERS	MAX GROSS WEIGHT	STATE	PRIOR TITLE DOCUMENT NUMBER	BODY TYPE	COLOR

2. VEHICLE CONDITION ● THIS MUST *ALWAYS* BE COMPLETED - CHECK ALL BOXES THAT APPLY

☐ Vehicle Identification plate missing, altered or defaced
☐ Flood damage ☐ Rear Clip
☐ Cowl ☐ Nose

Major component part or parts missing or damaged:
☐Engine ☐Transmission ☐Body
☐Frame ☐Front Cut Off ☐None
☐ Other *Specify*_____

Air Bag missing or Damaged: ☐ Driver ☐ Passenger
☐ Driver side impact ☐ Passenger side impact
☐ Driver side curtain ☐ Passenger side curtain
☐ Other *Specify* _____

3. VEHICLE ACQUISITION

SALVAGE VEHICLE ACQUIRED BY:

NAME *(Use Corporate Name If Applicable)*	DATE OF ACQUISITION (Month/Day/Year) / /
ADDRESS (Number and Street)	DMV BUSINESS REGISTRATION, CERTIFICATE, OR ID NUMBER
CITY STATE ZIP CODE	INSURANCE CO. CODE
TELEPHONE NUMBER ( ) EXT.	STOCK NUMBER OR INSURANCE NUMBER

FORMER OWNER OF VEHICLE:

NAME

ADDRESS (Number *(including Apt. No.)* and Street) CITY STATE ZIP CODE

PREVIOUS PROOF OF OWNERSHIP:

☐ NYS CERTIFICATE OF TITLE - DOC. NO. _____
☐ NYS SALVAGE CERTIFICATE - CERT. NO. _____
☐ OUT-OF-STATE TITLE - DOC. NO. _____
☐ OUT-OF-STATE SALVAGE CERTIFICATE - CERTIFICATE NO. _____
☐ OTHER _____

INSURANCE COMPANY USE ONLY

CHECK ONE BOX ONLY: ☐ STOLEN - NOT RECOVERED ☐ RECOVERED STOLEN - INTACT ☐ RECOVERED STOLEN - STRIPPED ☐ TOTAL LOSS

INCLUDE EITHER ANY [illegible] OR TWO PHOTOS OF VEHICLE FROM DIFFERENT ANGLES WITH DMV COPY (COPY 2) UNLESS VEHICLE IS STOLEN - NOT RECOVERED

SAMPLE

4. LIEN INFORMATION - *List all liens for which a lien satisfaction has not been received. If liens are subsequently satisfied, send form MV-901, Notice of Recorded Lien, to person to whom the vehicle was transferred.*

NAME OF LIENHOLDER	NAME OF LIENHOLDER
ADDRESS (Number and Street)	ADDRESS (Number and Street)
CITY STATE ZIP CODE	CITY STATE ZIP CODE

5. VEHICLE DISPOSITION/ODOMETER DISCLOSURE REQUIREMENTS - Federal and state law requires that you state the mileage upon transfer of ownership. Failure to do so, or not telling the truth about mileage, may result in fines and/or imprisonment. This form will be returned to you if this section is not completed.

*CHECK **ONE** BOX:*
☐ TRANSFERRED TO (COMPLETE ALL INFORMATION BELOW & SIGN WHERE INDICATED)
☐ TRANSFERRED TO BE DISMANTLED FOR PARTS (SEE INSTRUCTIONS ON THE BACK)
☐ TRANSFERRED TO BE SCRAPPED OR DESTROYED (SEE INSTRUCTIONS ON THE BACK)

NAME OF PURCHASER *(Use Corp. Address If Applicable)*	PURCHASER'S DMV BUSINESS REG., CERT., OR ID NO. IF APPLICABLE	DATE OF TRANSFER
ADDRESS OF PURCHASER (Street, City, State, Zip Code)		

ODOMETER DISCLOSURE STATEMENT:
I, the seller, certify that to the best of my knowledge, this vehicle's odometer reads as follows and (check the box which applies):
☐ Reflects the Actual Mileage ☐ Exceeds Mechanical Limits ☐ Does Not Show the Actual Mileage - Warning: Odometer Discrepancy

MILES (No Tenths)

PRINT NAME OF PURCHASER	PRINT NAME OF SELLER
SIGNATURE OF PURCHASER	SIGNATURE OF SELLER (Not to be signed until transfer of vehicle information completed)

MUNICIPALITIES ONLY: If required by Section 1224(3b) of the Vehicle and Traffic Law, I certify that I have notified the prior owner and lienholder(s) listed above.

$ _____ (Value of Vehicle) _____ (Signature of Authorized Individual)

6. CERTIFICATION ● THIS MUST *ALWAYS* BE COMPLETED

As the acquirer of this vehicle, I certify that all the information I have provided on this form is true and accurate to the best of my belief. (False statements are punishable under Section 210.45 of the Penal Law.)

(Print name of officer of corporation or authorized individual) (Signature of officer of corporation or authorized individual) (Title of officer or individual) (Date of Certification)

7. INITIAL VEHICLE ACQUISITION - Complete Form MV-907A, Salvage Certificate. Mail the DMV copy with proof of ownership to Department of Motor Vehicles, Auto Theft and Salvage Unit, P.O. Box 2105-ESP, Albany, New York 12220-0105. The DMV copy must be mailed within 15 days of vehicle acquisition even if vehicle disposition (Section 5) is unknown. Do not hold the DMV copy until you dispose of the vehicle. When selling the vehicle, the transfer document is given to the purchaser.

NOTE TO PURCHASER:

1. To transfer ownership of this salvage vehicle, complete a new Form MV-907A, Salvage Certificate. Attach the transfer copy (copy 1) to the previous transfer copy(ies) you received and give all copies to the new purchaser. Be sure there are no missing transfer copies and that continuity of ownership is maintained. Keep the file copy and DMV copy for your records.
2. To title the salvage vehicle, apply for a NYS DMV salvage examination (we cannot accept an out-of-state salvage examination) to: Department of Motor Vehicles, DFI, Auto Theft and Salvage, 6 Empire State Plaza, Albany, New York 12228. You will be contacted regarding the time and place of examination. You must send the following completed original documents **(not copies)** and fees.
   a. All original MV-907A Salvage Certificate Transfer Documents, proving ownership of the vehicle; b. Form MV-50, Certificate of Sale, if applicable; c. Form MV-899, Application for Salvage Vehicle Examination; d. Form MV-82TON, Application for Title; e. A check for $200 ($150 examination fee plus $50 title fee) payable to the Commissioner of Motor Vehicles (we cannot accept starter checks or third-party checks); f. Proof of payment of sales tax (FS-6T).
3. To register the salvage vehicle **after** DMV examination, bring its title to a DMV office and follow the usual registration procedure.

MV-907A BACK

SCRAPPED OR DESTROYED

◆ **Acquirer of Vehicle -** If you checked "scrapped or destroyed," you must destroy (crush or flatten) the vehicle totally. **Neither the vehicle, any of its major component parts, nor its vehicle identification number plate may ever appear again as a vehicle or as part of a vehicle.** Complete the front of this 3-part form. Send the DMV copy to the Department of Motor Vehicles, Auto Theft and Salvage Unit, PO Box 2105-ESP, Albany NY 12220-0105. Keep the file copy and the transfer document for your records. If you sell a crushed vehicle to a scrap processor, note the information about the transaction in the space provided below.

◆ **Purchaser of Vehicle -** If you purchase a vehicle from the initial acquirer to scrap or destroy it, and you receive a transfer document, keep the document for your record. **Neither the vehicle, any of its major component parts, nor its vehicle identification number plate may ever appear again as a vehicle or as part of a vehicle.** If you sell a crushed vehicle to a scrap processor, note the information about the transaction in the space provided below.

DISMANTLED FOR PARTS

◆ **Acquirer of Vehicle -** If you are the initial acquirer of the vehicle that you will dismantle, complete the front of this 3-part form. Send the DMV copy to the Department of Motor Vehicles, Auto Theft and Salvage Unit, PO Box 2105-ESP, Albany NY 12220-0105. Keep the file copy and the transfer document for your records.

When you dismantle the vehicle completely, you must destroy the vehicle identification number plate. Note below the removal and sale of major component parts, and the transfer of unsold parts to a scrap processor.

◆ **Purchaser of Vehicle -** If you purchase a vehicle from the initial acquirer and are given a transfer document, use the document as your record. Note below the removal and sale of major component parts, and the transfer of unsold parts to a scrap processor.

If the vehicle is 10 or more model years old, the following does not have to be filled out.

SAMPLE

DRIVER AIR BAG				
SERIAL NUMBER	DATE REMOVED	INVENTORY NUMBER	DATE SOLD	INVOICE NUMBER
PURCHASER'S NAME	NO. & STREET	CITY	STATE	ZIP CODE

PASSENGER AIR BAG				
SERIAL NUMBER	DATE REMOVED	INVENTORY NUMBER	DATE SOLD	INVOICE NUMBER
PURCHASER'S NAME	NO. & STREET	CITY	STATE	ZIP CODE

OTHER AIR BAG ☐ Driver side impact ☐ Passenger side impact ☐ Driver side curtain ☐ Passenger side curtain ☐ Other *Specify* _____				
SERIAL NUMBER	DATE REMOVED	INVENTORY NUMBER	DATE SOLD	INVOICE NUMBER
PURCHASER'S NAME	NO. & STREET	CITY	STATE	ZIP CODE

ENGINE				
SERIAL NUMBER	DATE REMOVED	INVENTORY NUMBER	DATE SOLD	INVOICE NUMBER
PURCHASER'S NAME	NO. & STREET	CITY	STATE	ZIP CODE

TRANSMISSION				
SERIAL NUMBER	DATE REMOVED	INVENTORY NUMBER	DATE SOLD	INVOICE NUMBER
PURCHASER'S NAME	NO. & STREET	CITY	STATE	ZIP CODE

BODY/REAR CLIP/COWL				
SERIAL NUMBER	DATE REMOVED	INVENTORY NUMBER	DATE SOLD	INVOICE NUMBER
PURCHASER'S NAME	NO. & STREET	CITY	STATE	ZIP CODE

FRAME				
SERIAL NUMBER	DATE REMOVED	INVENTORY NUMBER	DATE SOLD	INVOICE NUMBER
PURCHASER'S NAME	NO. & STREET	CITY	STATE	ZIP CODE

NOSE/FRONT CUT OFF				
SERIAL NUMBER	DATE REMOVED	INVENTORY NUMBER	DATE SOLD	INVOICE NUMBER
PURCHASER'S NAME	NO. & STREET	CITY	STATE	ZIP CODE

NAME OF SCRAP PROCESSOR TO WHOM UNSOLD MAJOR COMPONENT PARTS OR CRUSHED VEHICLES ARE TRANSFERRED		DATE OF SALE
STREET		INVOICE NUMBER
CITY	STATE	ZIP CODE

MAJOR COMPONENT PARTS OF VEHICLE ***NOT*** TRANSFERRED TO SCRAP PROCESSOR AND STILL IN STOCK

MV-907M

New York State Department of Motor Vehicles

DISPOSITION FOR JUNK AND SALVAGE VEHICLES

(Multiple Entry Form)

PLEASE NOTE THAT THIS IS A TWO-PAGE DOCUMENT INCLUDING IMPORTANT INFORMATION ON THE SECOND PAGE

This form is to be used to record the destruction of multiple vehicles by **only** a registered vehicle dismantler or scrap processor. For a more detailed explanation regarding who and when an entity should be submitting a MV-907M, please refer to page 2 "Guidelines for Proper Usage of the MV-907M".

INSTRUCTIONS

- Record the acquisition of the vehicle(s) in the book of registry.
- Complete all sections of the form.
- Circle the appropriate letter(s) to indicate the major component parts that were missing prior to acquisition (F=Frame, E=Engine, T=Transmission, N=Nose, B=Body, D=Driver Air Bag; P=Passenger Air Bag.
- Attach proof(s) of ownership and lien releases for each vehicle to the form.
- Mail the form by the last day of each month to Title Bureau, PO Box 2105, ESP, Albany, NY 12220-0105.
- Keep a copy of the form for your records.

Name of Registered Vehicle Dismantler or Certified Scrap Processor	Facility Number	Phone Number (Area Code) ( )
Mailing Address (Street & No.)		
City	State	Zip Code

No.	Vehicle Identification Number	Year	Make	Former Owner	Title State	Major Component Parts Missing When Acquired					Air Bag	Other Air Bag
1						F	E	T	N	B	D/P	
2						F	E	T	N	B	D/P	
3						F	E	T	N	B	D/P	
4						F	E	T	N	B	D/P	
5						F	E	T	N	B	D/P	
6						F	E	T	N	B	D/P	
7						F	E	T	N	B	D/P	
8						F	E	T	N	B	D/P	
9						F	E	T	N	B	D/P	
10						F	E	T	N	B	D/P	
11						F	E	T	N	B	D/P	
12						F	E	T	N	B	D/P	

SAMPLE

CERTIFICATION

I know that this statement will be filed with the New York State Department of Motor Vehicles (NYS DMV) and I certify that all of the information contained herein is true to the best of my knowledge. Knowingly making a false written statement is a misdemeanor pursuant to Section 210.45 of the Penal Law.

(Signature of Vehicle Dismantler or Certified Scrap Processor) (Date)