



This application must be received at least 20 days before the sale is to begin.

Instructions: Complete the application and return it to the applicable regional office (see list of offices on page 2).

Name and Location of Business (please print):		
Business Name (DBA Name)	Facility Number	
Business Address (Physical Location)	Business Phone Number	
City	State	Zip Code

Location of Sale: Must be within twenty (20) miles of the dealer's registered location, however the sale location must be within six (6) miles of the dealer's registered location in the counties of: Westchester, Rockland, Bronx, New York, Kings, Queens, Richmond, Nassau, and Suffolk. (*Note: The distance restriction on the location of sale is not applicable to the sale of recreational vehicles.) The sign at this location must be at least 18 square feet and list the facility's name, address, registration number and phone number displayed proportionate to the size of the sign, or in accordance with 15 NYCRR 78.8 (c)(2). All advertising for sales away from a dealer's registered location shall include the dealer's name, registered street address, facility registration number, and telephone number.

Address of Sale	County	
City	State	Zip Code

Dates of Sale: Ten (10) consecutive days maximum. Two (2) sales per calendar year.
 *Note: Two (2) sales per calendar year is not applicable to the sale of recreational vehicles.

Beginning Date	Ending Date
Contact Person	Business Phone Number

Identify All Sales Staff Involved in this Sale: Indicate whether the staff are employees or contractors (if needed, attach a separate sheet).			Identify Third Party Company Involved in this Sale: (if needed, attach a separate sheet).		
Name	Employee <input type="checkbox"/>	Contractor <input type="checkbox"/>	Company Name	FEIN#	
Name	Employee <input type="checkbox"/>	Contractor <input type="checkbox"/>	Address		
Name	Employee <input type="checkbox"/>	Contractor <input type="checkbox"/>	City	State	Zip

Recreational Vehicle Certification: *Only sign if you are applying for this exemption.

I certify that only recreational vehicles will be offered for sale at the location and dates listed in this application.

Signature of owner, partner, or officer	Print name and title of owner, partner, or officer	Date
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CERTIFICATION

Please read each section carefully and sign in the space provided below.

I certify that the information I have given on this application is true, and that the off-site sale described herein complies with the Franchised Motor Vehicle Dealer Act (VTL Art. 17-A), and all local zoning regulations, and necessary permits have been acquired. I also certify that all credit lenders are authorized to operate in the State of New York by the NYS Department of Financial Services. I attest that power and internet access are available at the away-from-premises sale location. I understand that all transfers must be made in accordance with the VERIFI Facility Participation Agreement. I understand that my registered dealership is responsible for all Sales Away from Premises activity.

I understand that making a false statement on this application or submitting any documentation in support of this application that is false may be punishable as a criminal offense.

Signature of owner, partner, or officer	Print name and title of owner, partner, or officer	Date
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Return the completed application to the regional office in the county where your dealership is located.

<p>NYS DMV Vehicle Safety Field Services 1800 Old Walt Whitman Road Melville, NY 11747 631-770-3003 Fax: 631-770-3026</p>	<p style="text-align: center;"><u>COUNTIES</u></p> <p>Nassau Suffolk</p>
<p>NYS DMV Vehicle Safety Field Services 1 Larkin Plaza Yonkers, NY 10701 914-965-7766 Fax: 914-965-8591</p>	<p style="text-align: center;"><u>COUNTIES</u></p> <p>Bronx Rockland New York Sullivan Orange Westchester Putnam</p>
<p>NYS DMV Vehicle Safety Field Services 175 Sparrowbush Road Latham, NY 12110 518-783-7062 Fax: 518-783-7906</p>	<p style="text-align: center;"><u>COUNTIES</u></p> <p>Albany Essex Saratoga Warren Clinton Greene Schenectady Washington Columbia Montgomery Schoharie Dutchess Rensselaer Ulster</p>
<p>NYS DMV Vehicle Safety Field Services 5801 East Taft Road North Syracuse, NY 12312 315-458-6683 Fax: 315-458-8468</p>	<p style="text-align: center;"><u>COUNTIES</u></p> <p>Broome Franklin Oneida Seneca Cayuga Hamilton Onondaga St. Lawrence Chemung Jefferson Oswego Steuben Chenango Lewis Otsego Tioga Cortland Madison Schuyler Tompkins Delaware</p>
<p>NYS DMV Vehicle Safety Field Services 334 Dingens Street Buffalo, NY 14206 716-826-3187 Fax: 716-826-3193</p>	<p style="text-align: center;"><u>COUNTIES</u></p> <p>Allegany Genesee Niagara Wayne Cattaraugus Livingston Ontario Wyoming Chautauqua Monroe Orleans Yates Erie</p>
<p>NYS DMV Vehicle Safety Field Services 92-11 179th Place Jamaica, NY 11433 718-526-8546 Fax: 718-526-1934</p>	<p style="text-align: center;"><u>COUNTIES</u></p> <p>Kings Queens Richmond</p>