

**R877. Tax Commission, Motor Vehicle Enforcement.**

**R877-23V. Motor Vehicle Enforcement.**

**R877-23V-12. Documents Required Prior to Issue of a License Pursuant to Utah Code Ann. Section 41-3-105.**

The following items must be properly completed and presented to the division before a license is issued.

- (1) New motor vehicle dealer or new motorcycle and small trailer dealer license:
  - (a) application for license;
  - (b) dealer bond in the amount prescribed by Section 41-3-205;
  - (c) evidence that a Utah sales tax license has been issued to the dealership;
  - (d) franchise verification from the manufacturer of each make of new motor vehicle to be offered for sale;
  - (e) pictures of the dealership, clearly showing the office, display space, and required sign;
  - (f) pictures of the owner, partners, or corporate officers who will act as no-fee salespersons;
  - (g) the fee required by Section 41-3-601;
  - (h) evidence that the place of business has been inspected by an authorized division employee or agent;
  - (i) fingerprints of the owner, partners, or corporate officers who will act as no-fee salespersons, and the fees and waiver required by the Department of Public Safety for the processing of fingerprints.
- (2) Used motor vehicle dealer or used motorcycle and small trailer dealer license:
  - (a) application for license;
  - (b) dealer bond in the amount prescribed by Section 41-3-205;
  - (c) evidence that a Utah sales tax license has been issued to the dealership;
  - (d) pictures of the dealership, clearly showing the office, display space, and required sign;
  - (e) pictures of the owner, partners, or corporate officers who will act as no-fee salespersons;
  - (f) the fee required by law;
  - (g) evidence that the place of business has been inspected by an authorized division employee or agent;
  - (h) fingerprints of the owner, partners, or corporate officers who will act as no-fee salespersons, and the fees and waiver required by the Department of Public Safety for the processing of fingerprints.
- (3) Manufacturer or remanufacturer license:
  - (a) application for license;
  - (b) evidence that the applicant has complied with the National Highway Traffic and Safety Administration's Motor Vehicle Safety Standard No. 115, regarding 17 character vehicle identification number (VIN) requirements;
  - (c) pictures of the principal place of business and required sign;
  - (d) the fee required by Section 41-3-601;
  - (e) evidence that a Utah sales tax license has been issued to the manufacturer or remanufacturer;

(f) evidence that the place of business has been inspected by an authorized division employee or agent.

(4) Transporter license:

(a) application for license;

(b) pictures of the principal place of business and required sign;

(c) the fee required by Section 41-3-601;

(d) if applicable, evidence that a Utah sales tax license has been issued to the transporter;

(e) evidence that the place of business has been inspected by an authorized division employee or agent.

(5) Dismantler license:

(a) application for license;

(b) evidence that a Utah sales tax license has been issued for the dismantler;

(c) pictures of the principal place of business, clearly showing the office and required sign;

(d) the fee required by Section 41-3-601;

(e) evidence that the place of business has been inspected by an authorized division employee or agent.

(6) Crusher license:

(a) application for license;

(b) crusher bond as prescribed in Section 41-3-205;

(c) pictures of the principal place of business, clearly showing the office and required sign;

(d) the fee required by Section 41-3-601;

(e) evidence that a Utah sales tax license has been issued for the crusher;

(f) evidence that the place of business has been inspected by an authorized division employee or agent.

(7) Salesperson license:

(a) application for license;

(b) picture of the applicant;

(c) fingerprints of the applicant and the fees and waiver required by the Department of Public Safety for the processing of fingerprints;

(d) the fee required by Section 41-3-601.

(8) Distributor, factory branch, distributor branch, or representative license:

(a) application for license;

(b) the fee required by Section 41-3-601;

(c) pictures of the principal place of business, clearly identifying the office and required sign;

(d) evidence that a Utah sales tax license has been issued for the distributor;

(e) evidence that the place of business has been inspected by a authorized division employee or agent.

(9) Body shop license:

(a) application for license;

(b) body shop bond as prescribed in Section 41-3-205;

(c) pictures of the principal place of business, clearly showing the office and required sign;

(d) the fee required by Section 41-3-601;  
(e) evidence that a Utah sales tax license has been issued for the body shop;  
(f) evidence that the place of business has been inspected by an authorized division employee or agent.

(10) New applicants may also be required to attend an orientation class on motor vehicle laws and motor vehicle business laws before their license is issued.

**KEY: taxation, motor vehicles**

Effective: 9/17/2009