



Louisiana Department of Public Safety
Office of Motor Vehicles
Policy 5.00 Dealer Inventory Plates

Section: 5. Motor Vehicle License Plate Classification & Requirements

Effective Date: 09/01/1983

Revised: 05/04/2021

Authority:

[R.S.47:473](#)

To view Louisiana Statutes, visit <http://www.legis.state.la.us/>

Scope: Statute provides that the Office of Motor Vehicles shall establish procedures by which licensed motor vehicle dealers may obtain dealer inventory plates.

Definitions:

- **New Motor Vehicle Dealer** - Dealer licensed by the [Louisiana Motor Vehicle Commission](#) (LMVC) authorized to sell, publicly solicit, and advertise the sale of motor vehicles.
- **Used Motor Vehicle Dealer** - Dealer licensed by the [Louisiana Used Motor Vehicle Commission](#) (LUMVC) authorized to buy, sell, broker, trade, auction at retail or public, or rent used motor vehicles.

Requirements:

- **New Motor Vehicle Dealers**
 - **All Transactions** – The following is required for all transactions:
 - A copy of the current dealer's permit number issued by the Louisiana Motor Vehicle Commission
 - A current certificate of insurance
 - Fee - \$15.00 per plate
 - **New Dealer Plates** – To obtain dealer plates, the following must **also** be submitted:
 - A completed [Application for Dealer's License Plates \(DPSMV1640\)](#). The current dealer permit number must be shown on the application for the dealer license plate.
 - **Dealer Plate Renewal** - To **renew** dealer plates, the following must **also** be submitted:
 - Renewal applications mailed in for processing must be accompanied by a renewal invitation or a letter on letterhead listing the plates the dealer wishes to renew.
 - **Lost plate** – For lost plates, the following must **also** be submitted:
 - A completed [Application for Dealer's License Plates \(DPSMV1640\)](#). The current dealer permit number must be shown on the application for the dealer license plate.
 - Letter on letterhead stating plate number which has been lost and requesting issuance of a replacement plate. The letter must provide a detailed description describing how the plate was lost/stolen.

- Dealer plates that were stolen must be reported to law enforcement. A copy of the stolen report should be provided with the application for replacement plate.
- **Used Motor Vehicle Dealer**
 - **All Transactions** - The following is required for all transactions:
 - A copy of the current dealer's permit number issued by the Louisiana Used Motor Vehicle Commission
 - A current certificate of insurance indicating, at a minimum, \$55,000.00 of garage liability coverage
 - Fee - \$15.00 per plate
 - **New Dealer Plate** - To **obtain** a dealer plate, the following must **also** be submitted:
 - A completed [Application for Dealer's License Plates \(DPSMV1640\)](#). The current dealer permit number must be shown on the application for the dealer license plate.
 - **Dealer Plate Renewal** - To **renew** dealer plates, the following must **also** be submitted:
 - Renewal applications mailed in for processing must be accompanied by a renewal invitation or a letter on letterhead listing the plates the dealer wishes to renew.
 - **Lost Plate** - For lost plates, the following must **also** be submitted:
 - Letter on letterhead stating the plate number which has been lost and requesting issuance of a replacement plate. The letter must provide a detailed description describing how the plate was lost/stolen.
 - Dealer plates that were stolen must be reported to law enforcement. A copy of the stolen report should be provided with the application for replacement plate.
 - Used motor vehicle dealers will be limited to a maximum of three (3) plates per dealer license plus one (1) additional dealer plate per licensed salesperson.
 - Request for dealer plates in excess of the maximum amount allowed will only be considered after submission of a written request and must include a justification as to why the additional plates are needed. Request for additional plates are subject to approval by OMV Administration.

Guidelines:

- **Dealer Plate Appearance** - Dealer plates issued to a dealer licensed by the New Motor Vehicle Commission shall differ in appearance from those issued to a dealer licensed by the Used Motor Vehicle Commission.
 - **Used Motor Vehicle Commission Dealer Plates** - Plates printed on a white background with blue lettering
 - **Louisiana Motor Vehicle Commission Dealer Plates** - Plates printed on a gold background with black lettering.
 - Licensees of the Louisiana Motor Vehicle Commission shall be converted to the gold dealer plates upon the first renewal after March, 2012 or upon request.

- **Authorized Use of Plates**
 - A dealer inventory plate, which is used for any of the authorized purposes listed below, must be displayed on the vehicle in plain view.
 - The plate may be affixed to an auto, truck, tractor, trailer/semi-trailer, bus, and motorcycle.
 - The plate allows the dealer, to which the plate is issued, to operate any motor vehicle which is held by the dealer as inventory for any purpose which is related to:
 - Offering the motor vehicle for sale
 - Displaying or exhibiting the motor vehicle to the public
 - Demonstrating the qualities of the motor vehicle
 - Maintaining or enhancing the condition or the value of the motor vehicle.
 - **Truck or Tractor Dealers** - A truck or tractor dealer may allow a prospective purchaser to use a vehicle to which the dealer has attached a dealer inventory plate.
 - The prospective purchaser may use the vehicle for a maximum of **five** days to transport cargo for hire within the boundaries of this State for demonstration purposes.
 - The dealer shall not receive any compensation for the use of the vehicle.
 - The dealer shall complete and place in the vehicle a document, approved by the Office of Motor Vehicles, and shall state the name and address of the dealer, the name and address of the prospective purchaser, and the dates on which the prospective purchaser will use the vehicle.
 - The dealer must maintain a copy of the Five Day Truck/Tractor Demonstration Permit document issued to the prospective purchaser.
 - A dealer may allow an authorized employee of an educational institution, or licensed sales representative of the dealer, or both, to use, for any purpose, a motor vehicle to which the dealer has attached a dealer inventory plate, provided the arrangement does not constitute renting or leasing the vehicle to the employee or sales representative. Renting or leasing does not include those transactions where a dealer-provided automobile is treated as a taxable fringe benefit to the licensed sales representative of the dealer under the provisions of 26 USC 61, et seq., and the regulations issued there under.
 - A valid dealer inventory plate may be transferred from one vehicle to another owned or operated by the dealer.
- **Duration of Plate** - All dealer inventory plates shall be valid for a **one-year** period
- **Suspension or Revocation of Dealer Inventory Plate** - The Office of Motor Vehicles reserves the right to suspend or revoke the privileges of any dealer who utilizes inventory plates or has allowed the use of dealer inventory plates for purposes other than what is stated by law or by this policy.
- **Application Process**
 - Applications for immediate issuance of dealer inventory plates may be submitted to the Specialized Vehicle Unit, P.O. Box 64886, Baton Rouge, LA 70896.
 - Initial issuance and renewal of dealer inventory plates may be processed at select Public Tag Agencies. For a list of Public Tag Agents authorized to issue and renew dealer inventory plates, please visit the [Open Offices](#) page on www.expresslane.org