Section: 4. Motor Vehicle Registration Requirements

Effective Date: 03/23/1987

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Authority:
Administrative

Definitions

- **Dealer Code**- A four-character code issued by either the Louisiana Motor Vehicle Commission or the Louisiana Used Motor Vehicle Commission
- **Final Stage Manufacturer (Second Stage Manufacturer)** – A truck equipment installer who purchases a cab and chassis for the purpose of installing heavy duty mechanized truck mounted machinery and for the purpose of resale to a franchised dealer
- **New Car Dealer**- A dealership licensed to sell vehicles by the Louisiana Motor Vehicle Commission
- **Used Car Dealer**- A dealership licensed to sell vehicles by the Louisiana Used Motor Vehicle Commission
- **Vendor’s Compensation**- A reduction of 0.935% of the amount of tax due allowed to each dealer when taxes are remitted timely

General:

- Dealer codes issued to new and used car dealers are unique to a dealership location.
  - For example, if a dealership has two locations, each location will be issued its own unique code.
  - Dealer codes issued to new car dealers are also specific to the vehicle makes the dealer is franchised to sell.
    - This does not apply to second stage manufacturers; however, the documents submitted in connection with the title transfer must include a bill of sale from the second stage manufacturer to the licensed dealer.
  - Vendor’s compensation will only be allowed for vehicles sold by a Louisiana dealer with a valid dealer code.

Requirements:

- Dealer codes **must** be included on the Vehicle Application (DPSMV1799) form submitted in connection with a title transfer, if the vehicle was sold by a licensed dealer.
- A file may be rejected if:
  - The assigned dealer code is not indicated on the Vehicle Application (DPSMV1799) form.
  - The dealer code indicated on the Vehicle Application form is not assigned to the licensed dealer who sold the vehicle.
  - The new vehicle dealer is not franchised to sell the vehicle make.
Related Policies:
Section 4, Policy 2.00, Basic Requirements for Obtaining a Certificate of Title
Section 4, Policy 47.00, Sales Tax on Vehicle Transfers
Section 4, Policy 48.00, Out-of-State Transfers and Reciprocity with Other States