



Louisiana Department of Public Safety  
Office of Motor Vehicles  
**Policy 91.00 Handling Fees**

**Section:** 4. Motor Vehicle Registration Requirements

**Effective Date:** 07/01/1988

**Revised Date:** 07/01/2015

**Authority:**

[R.S. 32:412.1](#)

**General:**

- An \$8.00 fee may be collected on certain transactions processed by the Office of Motor Vehicles.

**Requirements:**

- An \$8.00 service or title handling fee will be charged when processing the following transactions:
  - **Computer Transactions:**
    - TT11 - New record to the file - title application
    - TT19 - New record to the file - first application of a multiple transfer
    - TT21 - Transfer of ownership with transfer of license
    - TT22 - Transfer of ownership with lost plate or conversion
    - TT24 - Transfer of ownership with transfer of a plate from another vehicle
    - TT25 - Transfer of ownership with a new plate and/or sticker
    - TT28 - First transfer of multiple transfer - new plate issued
    - TT29 - First transfer of a multiple transfer - same plate
    - TT31 - Transfer of ownership with change or correction - same plate
    - TT32 - Change of title information or cancellation and/or recordation of lien, not ownership change
    - TT33 - Change of address or vehicle color. A \$4.00 registration fee is also assessed
    - TT35 - Transfer of ownership with change or correction - new plate and/or sticker issued
    - TT41 - Lost sticker
    - TT42 - Lost plate or conversion
    - TT44 - Transfer of plate from another vehicle
    - TT57 - Transfer of ownership with transfer and renewal of plate from another vehicle (TT24 & TT51)
    - TT58 - Transfer and renewal of license plate from another vehicle (TT44 & TT51)
    - TT59 - Transfer of ownership with change or correction and transfer of plate from another vehicle (TT24 & TT32)

- TT60 - New vehicle to the file with transfer and renewal of plate from another vehicle (TT11T & TT51)
- TT61 - Duplicate title
- TT62 - Duplicate title with cancellation and/or recordation of lien
- TT63 - Lien termination and continuation statements
- LA - Duplicate registration processed by license number
- VA - Duplicate registration processed by VIN number
- LS/VS - Chattel Mortgage Certificates for sheriffs (processed by Prestige Plate Unit, HQ)
- IRP - Replacement apportioned license plates, weight increases, weight decreases, conversions, transfers, states added, and duplicate cab cards
- **Manual Transactions:**
  - Letter of Authorization to Operate an Unregistered Vehicle
  - Official Report of Stored Vehicle Cards
  - MVI Sticker and Rejection Stickers (per order)
  - MVI Station Permits
  - Duplicate MVI Station Permits
  - MVI Station Signs
  - MVI Mechanic Inspector License
  - Duplicate MVI Mechanic Inspector License
  - Floor Plan Transactions
  - Dealer Temporary Markers (per order)
  - Refunds - Driver's License and Vehicle Registration
  - Certified Copies
  - Claims Against Dealer Bonds
  - DOTD Violation Ticket Assessments
  - Secure Power of Attorney forms (per order)
- **A Handling fee is not charged on the following transactions:**
  - TT16 - New record to the file issuing a Permit to Sell or Permit to Dismantle
  - TT26 - Permit to Sell or Permit to Dismantle for vehicle with record on file
  - TT32 - No-charge corrected title due to office error. However, if a lien is recorded on the title and the lien has been released/satisfied, a \$5.00 mortgage cancellation fee must be collected so that a clear corrected title will be issued. The \$68.50 title fee is not due.
  - TT33 - No-charge corrected registration due to office error
  - TT41 - Free replacement sticker
  - TT51 - Renewal of registration
  - TT61 - No-charge duplicate title
  - LA - No-charge printout
  - VA - No-charge printout
  - Refunds - if due to an office error