



Louisiana Department of Public Safety
Office of Motor Vehicles
Policy 103.01 Public License Tag Agent

Section: 4. Motor Vehicle Registration Requirements

Effective Date: 08/15/1993

Revised Date: 09/03/2021

Authority:

[R.S. 47:532.1](#)

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

General:

- An agent may be a municipal or parish governing authority, a new motor vehicle dealer or his agent, or an auto title company.
 - Public license tag agents are authorized to collect the registration license taxes, as well as applicable sales and use taxes, and to issue registration certificates and license plates for vehicles.
 - Public license tag agents receive and process applications filed for certificates of title, duplicate certificates of title, and corrected certificates of title.
 - Public license tag agents also perform additional transactions such as recording of liens, mortgages, or security interests against motor vehicles, conversions of plates, transfers of plates, replacements of lost or stolen plates and/or stickers, registration renewals, duplicate registrations, and other applications or transactions as authorized by the commissioner.

Requirements:

- The Commissioner and public license tag agents, other than municipal and parish governing authorities, must enter into contracts which shall state the required procedures for the implementation of activities authorized.
- With the exception of the requirements for a surety bond, rules and regulations for municipal and parish governing authorities shall constitute the same principles as set forth within the contract for new motor vehicle dealers or their agents and auto title companies, and the requirements with rules and regulations contained herein.

Notes:

- The Deputy Secretary or his designee may suspend or terminate the public license tag agent's authority upon the agent's breach of, or failure to fulfill, any responsibility established pursuant to a contractual agreement or rules and regulations of this part.
- Those interested in applying to become a Public Tag Agency may inquire through email (PTAAdmin@la.gov) or mail to the following address:
 - Office of Motor Vehicles
 - Attn: PTA Regional Managers
 - P. O. Box 64886
 - Baton Rouge, LA 70896