

PJ'S AUTO TAGS

REG PA

43 SOUTH MAIN STREET
YARDLEY, PA 19067
(215) 321-0700

PENNSYLVANIA MOTOR VEHICLE AUTHORIZED FULL AGENT & MESSENGER OLRS Instant Electronic Title and Registration

2012-2013 PA TITLE AND REGISTRATION KIT FOR OUT OF STATE DEALERS

SERVING OUT OF STATE DEALERS FOR ALL OF THEIR PA DMV NEEDS FOR 29 YEARS.

Please find enclosed forms to title and register vehicles for your Pennsylvania customers. Our primary goal is to approve, process and issue a PA title, registration card, plate and sticker for your customer almost always the *same day*, max 3rd day!

FREE PA SALES TAX AND FEE CALCULATOR

WWW.PADMV.ORG

We will always work with you the dealer, by keeping costs to a minimum and always up to date: Any deficient items will be faxed and called about, before rejecting deal on 4th day. Items such as Insurance on new vehicles, sometimes has been a problem for dealers, in such cases we will try to obtain. We are always open to dealer suggestions, so please call!

Please note: If we do get backed up on Dealer Deals, we will update all dealers on turnaround times by fax, phone or email.

DEALER CHEAT SHEET BY PJ'S AUTO TAGS
PA TITLE & REGISTRATION REQUIREMENTS
5 BASE REQUIREMENTS

1. ASSIGNED MSO/MCO OR TITLE:

- 1) Please complete & sign seller sections and odometer section (bottom of MCO)
- 2) Please complete lien section (bottom of MCO).
- 3) **Trucks**
 - A) Please provide GVWR. or Photo of weight plate or MV-41
 - B) Provide Empty Weight and Purchasers' **Req. G.V.W** (Between A-B).

2. COPY OF PA DRIVERS LICENSE OR PA ID CARD

- 1) Front & Back from all Purchasers, must be valid and PA issued.
- 2) Address must match title/MCO otherwise attach PA update card or online update. www.dmv.state.pa.us

3. POWER OF ATTORNEY SIGNED AND NOTARIZED

- 1) All Purchasers must sign.
- 2) If Plate to Transfer, must list plate number on POA.

NOTE: If PA Plate to Transfer:

- 1) All Owners of plate must sign POA.
- 2) Attach old Registration card.

4. PURCHASER(S) VALID PA INSURANCE ID CARD

- 1) Valid PA Insurance ID card or PA Dec. Page, on new vehicle
- 2) Unacceptable Insurance: All screen prints, Internet prints and Binders!

5. DEALER BILL OF SALE, BUYERS ORDER, etc. FOR TAX & VIN VERIFICATION

- 1) Please write, sign and notarize one short statement
 - A) VIN verified true and correct.

PURCHASE PRICE: Base Price + Warranty + Service/Maintenance Contract –Trade - Rebate!

Fee calc will calculate for you. WWW.PADMV.ORG

TWO CHECKS:

- 1) COMMONWEALTH OF PA
- 2) REG PA (see fee sheet attached)

Please send copy of PA Sales Tax and Fee Calculator with each Deal!!

WEB WWW.PADMV.ORG EMAIL FOR DEFICIENT ITEMS INS@PADMV.ORG

POWER OF ATTORNEY

I/WE _____, GRANT(S) POWER OF ATTORNEY
To Dawn Tripler and/or Ruth Ann Cain, and/or Kim Morgenthaler, and/or Diane L
Gawlinski.

In order so that I/We may make application in Pennsylvania, for Title, Registration,
Duplicate Title, Transfer of PA License Plate, Renewal of Registration, or
Replacements of such. I/We authorize any of the above persons to sign on my or our
behalf any forms required by Penn D O T, for the purposes above.

Affiant ('s) further state this POA is limited to aforesaid and only to the vehicle and
Driver License information listed on this POA.

TRANSFER OF PLATE (Print "**NONE**" if no transfer): _____

MAKE _____ MODEL _____ YEAR _____

VIN- _____

Signatures and Notarization

OWNER: X _____ PA DL # _____
Purchaser or authorized person, Sign above line.

CO-OWNER: X _____ PA DL # _____
Co-Purchaser if applicable, Sign above line. Or co-owner of plate must sign, to release interest. Only if a plate is to be transferred.

SUBSCRIBED AND SWORN TO BEFORE ME
THIS _____ DAY OF _____ YEAR _____

X _____
NOTARY PUBLIC

Lienholder: ELT# _____

**THIS P.O.A. IS NOT VALID IN PA WITHOUT NOTARIZATION.
(P.O.A. VALID FOR 90 DAYS FROM NOTARIZATION)**

PENNSYLVANIA MOTOR VEHICLE

AUTHORIZED

FULL AGENT & MESSENGER

PJ'S AUTO TAGS

43 SOUTH MAIN STREET

YARDLEY, PA 19067

215-321-0700

FEES PAYABLE TO COMMONWEALTH OF PA

TITLE FEE (ALL VEHICLES)	\$22.50
REGISTRATION (if PASS. VEHICLE)	\$36.00 (If Transferring Plate, Fee not Due (Unless plate expires within 3 months)
REGISTRATION (if TRUCK)	\$58.50+ (By Weight, Use calculator, or Call)
ENCUMBRANCE (if ANY)	\$ 5.00
TRANSFER OF PA PLATE (if ANY)	\$ 6.00

FEES PAYABLE TO REG PA

NEW PLATE (if we issue)	\$10.00*
AGENT/MESSENGER + OLRs	\$54.00*

***DEALER BULK DISCOUNTS AVAILABE CALL TODAY* INCLUDES PLATE IF REQUIRED: FOR ALL YOUR PA SALES CALL TODAY!**

215-321-0700

(WE TRY TO APPROVE, PROCESS AND ISSUE SAME DAY, 3nd day max)

Please note: If we do get backed up on Dealer Deals, we will update all dealers on turnaround times by fax, phone or email.

REJECTED OR DEFICIENT APPLICATIONS WILL BE ASSESSED A \$10.00 FEE, DUE UPON RETURN AND MADE PAYABLE TO REG PA. WE WILL STRIVE NOT TO REJECT ANY APPLICATION.

NOTE: MANUAL APPLICATIONS ARE REQUIRED IN VERY RARE SENARIO'S: IF LIENHOLDER IS A NON-ELT PARTICIPANT, OR TITLE HAS NOT BEEN UPDATED ON NMVITIS. YOU WILL RECIEVE PLATE, PINK SLIP AND WINDOW STICKER. TOTAL FEE TO REG PA IS \$84.00 INCLUDES PLATE IF REQUIRED. WE ALWAYS WILL CALL FIRST IF MANUAL APPLICATION IS REQUIRED.

FOR CORPORATION, BUSINESS OR ARMED FORCES

6 BASE REQUIREMENTS (please see details of each requirement to avoid rejections)

1. ASSIGNED MSO/MCO OR TITLE. MV-9 May be required see last page (#11)

- 1) Please complete & sign seller sections (top) and odometer section and lienholder sections (bottom of MCO).
- 2) Trucks
 - A) Please provide GVWR. Or MV-41 or Photo of weight Plate.
 - B) Provide Empty Weight; and Purchaser **Requested G.V.W** (Between A-B).

2. COPY OF PA DRIVERS LICENSE OR PA ID CARD

- 1) Front & Back from all Purchasers, must be valid and PA issued. **DRIVER LICENSE ADDRESS MUST MATCH TITLE AND INSURANCE! Otherwise ATTACH ONLINE UPDATE!**

3. POWER OF ATTORNEY SIGNED AND NOTARIZED.

- 1) All Purchasers must sign.
- 2) If Plate to Transfer, please list plate number on POA.
NOTE: If PA Plate to Transfer:
 - 1) All Owners/Transferors of plate must sign POA.
 - 2) Attach old Registration card.

4. PURCHASER(S) VALID PA INSURANCE ID CARD.

- 1) Insurance card or Declaration page on new vehicle.
- 2) Unacceptable Insurance: Screen Prints, Binders.

5. TRACING OF VIN PLATE (NON PA TITLES ONLY)

- 1) Tracing obtained from dashboard, drivers door, under hood (center of firewall).
- 2) Inspection Mechanic signed photo acceptable.
- 3) **(Out of state Dealers See # 6)**

6. DEALER BILL OF SALE, BUYERS ORDER, etc. FOR TAX & VIN VERIFICATION

- 1) Must sign and notarize with one short statement, on Bill of Sale
 - A) VIN verified true and correct.

PA Sales Tax Rate is 6%, Allegheny County 7% and Philadelphia County 8%.

Leasing Co. will collect PA USE & PTA TAX: Allegheny County 10%, Philly 11%, PA 9%.

NOTE: PA SALES TAX (What's due?) PA ALLOWS FOR TRADE IN VEHICLES

- 1) **PURCHASE PRICE:** Base Price + Warranty + Service/Maintenance - Trade - Rebate!
- 2) **Leased vehicles are not a Trade!**

7. TWO CHECKS: Please Print the PA Fee and Sales Tax Calculator!

- 1) COMMONWEALTH OF PA
- 2) REG PA (see fees on FEE sheet)

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FOR CORPORATION, BUSINESS AND CHECK LIST

1. ___ **TITLE/ MCO/MSO ORIGINAL:** Properly assigned and notarized.
VEHICLES UNDER 7500 Miles may require MV-9 PLEASE see (#11)
2. ___ **ANY REASSIGNMENT CERTIFICATES ORIGINAL:** Properly assigned.
3. ___ **IF MSO/MCO:** Complete A) Odometer section and Notarize,
B) Lien holder section. If no lien state "none".
4. ___ **POA ORIGINAL:** All purchasers must print name(s) at top, sign where indicated and have signatures Notarized. (This POA is required, so we can complete application).
5. ___ **DEALER INVOICE/BILL OF SALE etc., (COPY):** Please hand print one short statement on invoice: 1) VIN VERIFIED TRUE AND CORRECT, signed by and Notarized.
6. ___ **PA DRIVER LICENSE COPY: FRONT AND BACK** for all purchasers. **Urgent:** DL Address must match Title, otherwise address update is required. www.dmv.state.pa.us
7. ___ **INSURANCE CARD COPY:** Valid Insurance Card, on new Vehicle in purchaser(s) name(s).
8. ___ **REGISTRATION CARD COPY:** Only if transferring same type of plate. Example: Truck to Truck, Passenger to Passenger, MC to MC, etc., and must be in purchasers name(s) or a lease buyout.
9. ___ **Armed Forces: Copy of Front and Back** of Military ID and address to be used printed on PA Title.
10. ___ **COMPANY/CORPORATION: THERE ARE TWO REQUIREMENTS-**
 - 1) Letter of Authorization on Company Letterhead, authorizing the signer (holding a PA DL), include name and position, to title and register any and all vehicles (or specific vehicle: VIN#, MAKE, MODEL AND YEAR) on behalf of the company (name company).
 - 2) Two forms of existence of Company (Examples, tax bill, utility bill, Fictitious Name Certificate, Corporate Resolution).
11. ___ **MV-9:** Must be signed by customer-cannot be signed by POA. Only to be used if MCO/MSO or Title is **not marked on face** of MCO: Certified for all 50 states, or California Emissions Certified. Rules: any 2008 or newer TK 8500 lbs or less with less than 7,500 miles or any passenger vehicle 2008 or newer with less than 7,500 miles.

FEE CALCULATOR Printout expedites service!

WWW.PADMV.ORG/PADMVFEECALCULATOR.HTML