Moving PennDOT Forward

Driver and Vehicle Services Update

pennsylvania
DEPARTMENT OF TRANSPORTATION

Bureau of Motor Vehicles – Research and Support Operations Section
P.O. Box 68031, Harrisburg, PA 17106-8031

This bulletin may be downloaded by visiting the Driver and Vehicle Services website at www.dmv.pa.gov.

Tom Wolf, Governor Yassmin Gramian, Secretary

BULLETIN NO. 22-10

September 2022

SPECIAL EDITION

Publication 880 - Online Registration Program Reconstructed/Flood Vehicle Processing Guide

PennDOT has recently published PUB 880, Online Registration Program Reconstructed/Flood Vehicle Processing Guide. The publication is new training that can be accessed on PennDOT's Driver and Vehicle Services website under the Forms/Publications at www.dmv.pa.gov or via the following link. All agents in the Online Registration Program were required to have all employees read and understand this training by 8/31/2022, if the contracted agency performs or intends to perform online reconstructed work. For an agent to continue to have access to complete this work, ALL employees with access must complete and acknowledge understanding of the training. Agents that do not wish to complete reconstructed work do not have to complete the training.

Today, 9/1/2022, PennDOT will request Integrators turn online access off for Reconstructed/Flood vehicle transactions for any agent in the Online Registration Program that did not submit the Training Acknowledgment form to PennDOT. The changes will be effective 9/2/2022.

This action **does not** affect Agent Services Agreement or other online transaction access through the Online Registration Program.

If you intend to perform online reconstructed work, please have all employees read and understand PUB 880, Online Registration Program Reconstructed/Flood Vehicle Processing Guide. After all employees at your agent services location have read and understand the material included in PUB 880, send the completed "Agent Training Acknowledgment Form" to ra-pdagenttraining@pa.gov. PennDOT will review the acknowledgement form and send approval to your Integrator for access.

AGENTS ARE REQUIRED TO ENSURE ALL OF THEIR EMPLOYEES RECEIVE PENNDOT'S DRIVER AND VEHICLE SERVICES UPDATE BULLETINS

Online Registration Program Reconstructed/Flood Vehicle Processing Guide

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PUB 880 (8-22)

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1.0 OVERVIEW OF PROJECT

1.1 Overview

PennDOT's Online Registration Program (OLRP) Agents/Dealers have the ability to process reconstructed, flood, and reconstructed flood branded titles online. Online Agents will use the OLRP Integrators system to title and register these three types of branded titles; **all other branded title work and out-of-state (OOS) reconstructed work must still be processed by PennDOT.**

1.2 Assumptions & Facts

1. All current OLRP financial deposits will be used.
2. The current OLRP title release date schedule will be used.
3. All available reconstructed vehicle processing must be done using the reconstructed transactions through the Integrators system.
4. The Integrator's front-end processing uses the reconstructed transaction types and cash drawers to access the reconstructed part of the OLRP Gatekeeper system.
5. The fee accounting for this process will use the existing fee codes along with their respective fees.

2.0 INTRODUCTION

Business Partners have the ability to electronically process branded Pennsylvania titles by using an enhanced version of the MV01 transaction via the OLRP system.

The following three title brands will be the only types allowed to be processed via the OLRP system:

- Reconstructed (Title Brand – R)
- Flood (Title Brand – W)
- Reconstructed Flood (Title Brand – B)

The following conditions will apply to processing branded titles:

- Form 907A issued by the State of New York is not an acceptable proof of ownership.
- Any Title or Certificate of Salvage stamped export only is not to be processed.
- Any out-of-state title or salvage certificate with a brand or adding a brand will continue to be processed by PennDOT.
- Any PA title being transferred that needs a brand added other than the three listed above will continue to be processed by PennDOT.
- A PA title with existing brands can be transferred using this online system. The existing brands will transfer with the title along with the addition of the reconstructed and/or flood brand.

The following scenarios must be processed by PennDOT:

- Any title branded as formerly abandon
- Any title requiring the issuance of a Vehicle Identification Number (VIN) or replacement VIN
- Any title requiring a change to the Gross Vehicle Weight Rating (GVWR)
- Any out-of-state title or salvage certificate
- Salvage certificates that indicate the vehicle is to be used for parts only; is not suitable to be rebuilt or titled; or is not designed, constructed or intended for use on public roadways are not acceptable (i.e., certificate of destruction, nonrepairable certificate or, off road use only)

The following brand changes are allowed:

1. R (Reconstructed) to B (Reconstructed Flood)
2. W (Flood) to B (Reconstructed Flood)
3. If a flood only vehicle is presented for processing, an acceptable appraisal report must accompany the application. When you reach the screen to confirm NMVTIS information, instead of a Y enter an A for appraisal and fill in the dollar amounts from the appraisal report.

   If the title already contains a W brand for flood, you can process normally. If there is no appraisal report the title must be branded reconstructed/flood. The appraisal report must include the appraiser's name, license number, signature, vehicle identification number (VIN), actual cash value of the vehicle and level of damage (in dollars). Failure to include an acceptable appraisal report will result in the issuance of a reconstructed brand in addition to the flood brand.

The following brand changes are NOT allowed:

1. B (Reconstructed Flood) to R (Reconstructed)
2. B (Reconstructed Flood) to W (Flood)
3. R (Reconstructed) to W (Flood)
4. W (Flood) to R (Reconstructed)

2.1 MV01 – Title & Register Branded Vehicles

The enhanced MV01 conversation allows Business Partners to process title transactions relating to reconstructed and/or flood vehicle titles in the Commonwealth of Pennsylvania by using the OLRP system.

The following transactions relating to applications for reconstructed and/or flood titles have been added to the current conversation functionality:

- Title Only Reconstructed Vehicle
- Title & Tag Reconstructed Vehicle
- Title & Transfer Tag with/without Renewal Reconstructed Vehicle
- Title & Transfer, Exchange, or Reissue Tag with/without Renew Reconstructed Vehicle
- (Re)Assignment of Title Only Reconstructed Vehicle

- Reassign Title & Tag Reconstructed Vehicle
- Reassign Title & Transfer with/without Renew Tag Reconstructed Vehicle
- Reassign Title, Transfer, Exchange or Reissue with/without Renew Reconstructed Vehicle

NOTE: For a reconstructed title application required to be submitted and processed by PennDOT, an agent may not issue or transfer registration.

2.2 Required Fields

The fields needed to complete the reconstructed and/or flood version of a MV01 transaction will be the same as:

- Regular title only
- Title & tag
- Title & transfer tag with/without renew
- Title & transfer, exchange, or reissue tag with/without renewal
- (Re)Assignment of title only
- Reassign title & tag
- Reassign title & transfer tag with/without renew
- Reassign title, transfer, exchange, or reissue tag with/without renewal

With the addition of the required fields listed below, these fields are new fields to the OLRP system and are only to be used in conjunction with the processing of Form MV-426B.

- ENHANCED INSPECTION STATION NUMBER – Operators will enter the Enhanced Inspection Station number from Form MV-426B to determine if the station is authorized to perform enhanced vehicle safety inspections.
- ENHANCED VEHICLE SAFETY INSPECTOR NUMBER (Mechanic Number) – Operators will enter the Enhanced Vehicle Safety Inspector number from Form MV-426B to determine if the inspector is authorized to perform enhanced vehicle safety inspections.
- CERTIFIED DOCUMENT REVIEWER NUMBER – Operators will enter the Certified Document Reviewer number from Form MV-426B to determine if the Reviewer is authorized to perform document assembly/review for enhanced vehicle safety inspections. **NOTE:** The Reviewer may be the same person as the Inspector mentioned above. In this case, the number will be entered in both fields.
- TITLE BRAND(S) AUTHORIZED – Operators will enter the title brand(s) authorized by the Certified Document Reviewer. Certified Document Reviewers will indicate on Form MV-426B if online processing is authorized.

If any of the above verifications fail, the operator should contact the Special Services Unit (SSU) Unit at 717-705-6991 or OLRecon@pa.gov for guidance. In some cases, an authorization number may be provided to allow processing of the application to continue. If an authorization number is provided, a problem report is required. The problem report should be attached to the application prior to being forwarded to PennDOT.

3.0 MV-426B Examination and Data Verification

Form MV-426B shall be examined prior to processing a title. The following fields should be reviewed on Form MV-426B:

- Confirm that an obsolete version of Form MV-426B has not been completed. Only the most current version of Form MV-426B found on PennDOT's website is valid. Customers presenting an obsolete version of Form MV-426B should be advised to have a new form completed. Form MV-426B can be found at www.dmv.pa.gov.
- Confirm that the applicant name in Section A matches the applicant name in Section H.
- Confirm that the appropriate block is checked in Section B
- Confirm that the appropriate block(s) are checked in Section C.
- Confirm that half of an inspection sticker is affixed to Section D.
- Confirm that neither of the check blocks in Section D are checked (indicating that the application must be processed by PennDOT).
- Confirm that the enhanced vehicle safety inspector completed and signed Section D.
- If applicable confirm Section E is completed including the date and signature of Inspector.
- Confirm appropriate block(s) are checked in Section F.
- Verify all fees are captured in Section G.
- Confirm that the applicant has completed and signed in Section H.
- Confirm that the enhanced vehicle safety inspector has completed and signed in Section H.
- Confirm that the certified document reviewer has completed and signed in Section H. This includes the certified document reviewer's signature for each title brand check block indicated. **NOTE:** The certified document reviewer and the enhanced vehicle safety inspector may be the same person.
- Confirm that the certified document reviewer has authorized online processing by their signature in Section H.

All supporting documentation submitted with Form MV-426B shall be examined prior to processing a title. **NOTE:** Any supporting documentation, with the exception of the proof of ownership (title/salvage certificate), that is smaller than 8 ½" X 11" must be securely affixed (taped) to an 8 ½" X 11" sheet of paper by the enhanced inspection station personnel prior to submission for processing. The following items shall be reviewed for completeness:

- Confirm that a Pennsylvania Certificate of Title or Salvage Certificate is present and properly assigned/reassigned. Salvage certificates that indicate the vehicle is to be used for parts only; is not suitable to be rebuilt or titled; or is not designed, constructed or intended for use on public roadways are not acceptable (i.e., certificate of destruction, non-repairable certificate or, off road use only).

- If the applicant used components from another vehicle, a copy of the Certificate of Title or Salvage Certificate for the parts vehicle may also be attached to Form MV-426B in lieu of an invoice or receipt. This should not be confused with the Certificate of Title or Salvage Certificate for the vehicle to be issued a branded title.

- Confirm that Form MV-1 (Application for Certificate of Title) is completed if the applicant's name does not currently appear on the face of the certificate of title or salvage certificate or if a co-owner is to be dropped or added on the new title.
- Color photographs of the vehicle showing the front, rear, left and right sides. (No angled shots). Photographs must be signed and dated by the **enhanced vehicle safety inspector and taken with the inspection station in the background.** Additional photographs may be required for mobile homes, motor homes, and collectible vehicles. Mobile home photographs do not have to be signed by an enhanced vehicle safety inspector. **NOTE:** Original signatures are required. Stamped signatures are not permitted.

All applicable fees and sales tax must be paid. **NOTE:** Sales tax is not required to be paid to PennDOT with the sale of a used mobile home. Payments should follow the OLRP Fee Deposit requirements.

4.0 Document Preparation

Documents will be prepared/imaged using current business rules/practices. No documents are to be discarded.

4.1 Document Organization

Documents included with Form MV-426B are to be ordered by the Certified Document Reviewer prior to submission of the application for processing. Operators will add their processing documentation to the front of the MV-426B packet after processing is completed. The Imaging Unit should ensure the documents are in the proper order. The OLRP documents for an MV01 transaction (Applicant Summary) should be in the standard order followed by:

- Form MV-426B
- Form MV-1 (if the applicant's name does not appear on the Certificate of Title or Salvage Certificate or if a prior co-owner is to be dropped on the new title)
- Certificate of Title or Salvage Certificate

Any remaining documents do not have to be in a specific order for imaging.

4.2 Document Submission to PennDOT

Paperwork for MV-426B transactions shall be kept separate from the paperwork for other title transactions. **All processed reconstructed transaction paperwork shall be delivered to your Integrator for review and scanning as soon as possible but no later than 10 day from the processing date.**

4.3 Problem Reporting

In addition to current business rules, problem reports will be submitted for all MV-426B applications requiring an authorization number in lieu of the enhanced vehicle safety inspection station number, enhanced vehicle safety inspector number, or certified document reviewer number. Problem Reports are provided to Online Agents and Dealers from your Integrator.

When submitting a problem report for a branded vehicle, please forward all documents related to the transaction. If all documents required are not available at the time the problem is reported, there may not be sufficient documentation to make the required correction within the tanking period. These types of problem reports may not be able to be completed without an additional fee.

5.0 Form MV-426B Preview (6 pages)

MV-426B (7-21)

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www.dmv.pa.gov

APPLICATION FOR RECONSTRUCTED, SPECIALLY CONSTRUCTED, COLLECTIBLE, MODIFIED, FLOOD, RECOVERED THEFT VEHICLES AND STREET RODS

For Department Use Only
Bureau of Motor Vehicles • P.O. Box 69007 • Harrisburg, PA 17106-9007

Please complete all sections of this form and return to the above address.

A APPLICANT INFORMATION

Last Name (or Full Business Name)	First Name	Middle Name	PA DL/Photo ID# or Bus. ID#	Date of Birth
Co-Applicant Last Name	**First Name**	**Middle Name**	**PA DL/Photo ID#**	**Date of Birth**

Street Address			DIN/Business Partner ID# (If Applicable)
City	**State**	**Zip Code**	**E-Mail Address (optional)**

B APPLICATION TYPE (Type of Vehicle)

☐ Passenger ☐ Truck ☐ Truck-Tractor ☐ Motorcycle ☐ Motor Driven Cycle
☐ Bus ☐ Taxi ☐ Motor Home ☐ Trailer ☐ Other: _____

C EXPLANATION (Check All That Apply)

☐ A. I, or my agent, performed the work necessary to reconstruct the vehicle and bring it into compliance with all applicable laws and Pennsylvania vehicle equipment and inspection regulations. A certificate of title/salvage and receipts for parts used are attached. I understand my Pennsylvania Certificate of Title will be branded as reconstructed.

☐ B. The vehicle was issued a branded title in another state or jurisdiction. A certificate of title is attached. I understand my Pennsylvania Certificate of Title will be branded as reconstructed and include any other brands as listed on the out-of-state certificate of title.

☐ C. The vehicle is a flood vehicle and was declared a total loss. A certificate of salvage is attached. I understand my Pennsylvania Certificate of Title will be branded as reconstructed and flood.

☐ D. The vehicle is a flood vehicle; however, the damage did not exceed the replacement value of the vehicle. A certificate of title and an appraisal report including the appraiser's name, license number, signature, Vehicle Identification Number (VIN), actual cash value of the vehicle, and level of damage (in dollars) is attached. I understand my Pennsylvania Certificate of Title will be branded as flood.

☐ E. The vehicle is a recovered theft vehicle and was declared a total loss. A certificate of salvage is attached. I understand my Pennsylvania Certificate of Title will be branded as reconstructed and recovered theft.

☐ F. The vehicle is a recovered theft vehicle; however, the cost of repairs is 50% or less of the replacement value of the vehicle. A certificate of salvage and an appraisal report including the appraiser's name, license number, signature, Vehicle Identification Number (VIN), actual cash value of the vehicle, and level of damage (in dollars) is attached. I understand my Pennsylvania Certificate of Title will **NOT** be branded as reconstructed or recovered theft.

☐ G. The vehicle is a recovered theft vehicle and the cost of repairs is more than 50% of the replacement value of the vehicle and the insurer elects to retain the title to the vehicle. A certificate of title and an appraisal report including the appraiser's name, license number, signature, Vehicle Identification Number (VIN), actual cash value of the vehicle, and level of damage (in dollars) is attached. I understand my Pennsylvania Certificate of Title will be branded as recovered theft. **NOTE:** If the owner is an individual, they may simply retain their original title to the vehicle and are not required to receive a branded Pennsylvania Certificate of Title.

☐ H. The vehicle was already complete at the time of purchase; however, a branded title was not obtained by the previous owner. No further modifications have been made to the vehicle. The certificate of title/salvage, VIN specific bill of sale, and statement from the previous owner attesting to these facts is attached. I understand my Pennsylvania Certificate of Title could be branded as reconstructed, specially constructed, modified, street rod, or collectible.

☐ I. I, or my agent, assembled the vehicle (or replica) from a kit according to the kit manufacturer's instructions. The manufacturer's certificate of origin, copies of the assembly instructions, and all related receipts for additional parts are attached. I understand my Pennsylvania Certificate of Title will be branded as specially constructed.

☐ J. I, or my agent, assembled the vehicle from various parts. A copy of the certificate(s) of title/salvage for all vehicles used for parts and/or all related receipts is attached. I understand my Pennsylvania Certificate of Title will be branded as specially constructed.

☐ K. I am requesting a ☐ street rod, ☐ collectible or ☐ modified vehicle. A detailed description of how the vehicle is configured (chassis, body components, engine, etc.) including all modifications, is attached. I understand my Pennsylvania Certificate of Title will be branded as a street rod, collectible or modified vehicle.

☐ L. Other. A detailed explanation of how the vehicle is configured, constructed, and/or equipped is attached (on a separate 8 1/2" X 11" paper). I understand my Pennsylvania Certificate of Title will be branded as modified or specially constructed.

AUTHORIZED DEALERS ONLY:

☐ M. I am authorized to offer vehicles for sale in Pennsylvania. Parts that were taken from business inventory and used in the reconstruction of the vehicle are identified on the vehicle bill of sale (attached). I understand the Pennsylvania Certificate of Title will be branded as reconstructed.

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D VEHICLE INSPECTION and VIN VERIFICATION

AFFIX STICKER USING CLEAR TAPE (TOP & BOTTOM ONLY) STATION NUMBER, VIN AND MECHANIC'S SIGNATURE MUST APPEAR ON THE BACK OF THE STICKER. PRIOR TO AFFIXING STICKER FACE DOWN TO THIS FORM, COVER THE ENTIRE REVERSE SIDE OF THE STICKER WITH CLEAR ADHESIVE TAPE. ON FORM MV-431 OR FORM MV-480, IN THE 'OLD ODOMETER' BLOCK, LIST "RECON"	☐ **VIN to be issued by PennDOT** - Application must be sent to PennDOT for processing.	☐ **Out-of-State Title/Salvage Certificate Attached** - Application must be sent to PennDOT for processing.
	Date of Inspection	Vehicle Identification Number
	Station Number	Printed Name of Inspector
Inspector Signature	Station Phone Number	Inspector (Mechanic) Number
Inspection Sticker Serial Number	Odometer Reading (If the odometer has been repaired or replaced, see instructions) _____	☐ Mileage has been reset to zero.

E WEIGHT CERTIFICATION (To be completed by a certified enhanced inspector if all applicable weights are not listed on the title or salvage certificate)

NOTE: Previously titled vehicles that have been altered to raise the Gross Vehicle Weight Rating (GVWR) must be certified by the vehicle manufacturer. A new VIN-specific weight certification decal must be issued for the vehicle by the manufacturer. This label must be affixed to the left (driver's side) door jamb or door latch post. These applications must be forwarded to PennDOT for processing regardless of the application type.

_____ Gross Vehicle Weight Rating (for Trucks, Motor Homes and Trailers only)

_____ Gross Combination Weight Rating (for Trucks and Truck-Tractors only)

☐ Weight Slip Attached - Required for all trucks, truck-tractors and trailers if the correct unladen (empty) weight is not listed on the current Certificate of Title, Certificate of Salvage or Manufacturer's Certificate of Origin.

Signature of Certified Inspector: _____ Date: _____

F COMPONENTS REPLACED/REPAIRED

Please check all major components replaced or repaired. A copy of a receipt, invoice or salvage certificate for each component replaced must be attached to the application.

REPLACED	REPAIRED	DESCRIPTION
☐	☐	Entire Front Clip Assembly
☐	☐	Front Bumper
☐	☐	Grill
☐	☐	Hood
☐	☐	Left Fender
☐	☐	Right Fender
☐	☐	Radiator Support
☐	☐	Headlight(s)/Header Panel
☐	☐	Left Front Door or Skin
☐	☐	Right Front Door or Skin
☐	☐	Left Rear Door or Skin
☐	☐	Right Rear Door or Skin
☐	☐	Roof Skin or Assembly
☐	☐	Engine
☐	☐	Transmission
☐	☐	Truck Cab *(See Instructions.)*
☐	☐	Truck Bed

REPLACED	REPAIRED	DESCRIPTION
☐	☐	Entire Rear Clip Assembly
☐	☐	Left Rear Quarter Panel
☐	☐	Right Rear Quarter Panel
☐	☐	Rear Bumper
☐	☐	Floor Pan
☐	☐	Trunk/Deck Lid
☐	☐	Rear Body Panel
☐	☐	Back Cab Panel
☐	☐	Rear Door or Skin (S/W or Van)
☐	☐	Frame
☐	☐	Front Suspension
☐	☐	Rear Suspension
☐	☐	Seats
☐	☐	Interior
☐	☐	Wheels/Tires
☐	☐	Dash/Odometer *(See Instructions.)*
☐	☐	Air Bag/Air Bag Module

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G FEE CALCULATIONS

NOTE: Vehicle purchases, including vehicle buy-backs from insurers, are taxable; motor vehicle repair services (including labor), accessories, parts, supplies and equipment are taxable.

A. Purchase/Buy-back Price (if applicable)	$	☐ Plate to be Issued by PennDOT
B. Sales Tax Paid on Purchase/Buy-back Price Listed in A or Sales Tax Exemption Code	$	☐ Transfer Previous Issued Plate #: _____
C. Purchase/Buy-back and/or Price of Parts for which Sales Tax has **NOT** been Paid (if applicable)	$	☐ Transferred From Title #: _____
D. Total Taxable Amount from Line C	$	Transfer and Renewal of Plate #: _____
E. Sales Tax Due (Sales Tax Due 6% (7% for Allegheny County residents and 8% for City of Philadelphia residents) of Line D)	$	Transferred From Title #: _____
F. Title Fee ($58)	$	☐ Proof of Insurance Attached
G. Registration Fee (Refer to Form MV-70S located on our website at www.dmv.pa.gov)	$	
H. Registration Renewal Fee (Refer to Form MV-70S located on our website at www.dmv.pa.gov)	$	Unladen Weight: _____
I. County Fee (For a listing of participating counties, refer to "Fee for Local Use - Participating Counties" Fact Sheet found on our website at www.dmv.pa.gov.)	$	
J. Number of Duplicate Registration Cards (at $2 each) _____	$	Registered Gross Weight (if applicable): _____
K. Registration Plate Transfer Fee ($9)	$	
L. Lien Recording Fee ($28)	$	Registered Gross Comb. Weight (if applicable): _____
M. TOTAL FEES DUE Add Lines E through K	$	

H AUTHORIZED SIGNATURES - NOTE: All applicable signatures must appear below.

APPLICANT - VEHICLE COMPLIANCE CERTIFICATION: I/We hereby state that this vehicle has been returned to road-worthy condition, by me or my agent, in accordance with all applicable laws and regulations. Further, I/we hereby verify that the information set forth herein is TRUE and CORRECT to the best of my knowledge, information, and belief. This verification is made subject to the penalties of 18 Pa.C.S. §4904, relating to unsworn falsification to authorities.

Signature of Applicant: _____ Date: _____

Signature of Co-Applicant: _____ Date: _____

Name of Applicant and Co-Applicant (Printed): _____ Daytime Phone #: _____

ENHANCED VEHICLE SAFETY INSPECTOR: I hereby state that I have examined this vehicle and found it to be in road-worthy condition in accordance with all applicable laws and regulations. Further, I state the information set forth herein is TRUE and CORRECT to the best of my knowledge, information and belief. This verification is made subject to the penalties of 18 Pa.C.S. §4904, relating to unsworn falsification to authorities.

Signature of Enhanced Vehicle Safety Inspector: _____ Date: _____ Station #: _____

Name of Inspector (Printed): _____ Inspector #: _____

CERTIFIED DOCUMENT REVIEWER: I hereby state that I have examined the title application and all related supporting documentation and found it to qualify for the title brand(s) indicated by my signature in the appropriate block(s) below. Further, I state the information set forth herein is TRUE and CORRECT to the best of my knowledge, information, and belief. This verification is made subject to the penalties of 18 Pa.C.S. §4904, relating to unsworn falsification to authorities.

☐ Reconstructed	☐ Specially Constructed
☐ Flood	☐ Recovered Theft
☐ Reconstructed/Flood	☐ Reconstructed/Recovered Theft
☐ Street Rod	☐ Specially Constructed Street Rod
☐ Collectible	☐ Modified

Signature must appear in all applicable blocks below.

☐ **ONLINE PROCESSING REQUIRED:** If Certified Document Reviewer's signature does not appear in this block, forward application to PennDOT for processing.

Signature of Certified Document Reviewer: _____ Date: _____

Printed Name of Certified Document Reviewer: _____ Reviewer ID #: _____

3

Form MV-426B Completion Instructions

NOTE: An individual who has not been paid the replacement value for the recovered theft vehicle and has not received a certificate of salvage, may use their existing certificate of title without applying for a new certificate of title.

Only those safety inspection stations appointed and under contract with PennDOT as an **Enhanced Vehicle Safety Inspection Station**, may perform inspections for compliance with all applicable equipment and inspection regulations for the purpose of titling the vehicle in Pennsylvania on the following vehicles: reconstructed, flood, specially constructed, recovered theft, collectible, modified vehicles and street rods.

Applications for reconstructed and flood branded titles must be processed through an Online Business Partner. **NOTE:** An Online Business Partner may be found on our website at www.dmv.pa.gov by clicking on the Business Partner link underneath the Information Centers heading. Then select the Online Registration Program tab and the " Online Registration Program (OLRP) Location Guide (PDF)" link within that tab.

Additional processing fees may be charged. All other applications must be mailed to:

Commonwealth of Pennsylvania
Department of Transportation
Bureau of Motor Vehicles
Special Services Unit
P.O. Box 69007
Harrisburg, PA 17106-9007

Applicant Information - All applicant information must be entered exactly as it is to appear on the certificate of title. A Pennsylvania Certificate of Title will only be issued to a physical address; you may not use a post office box address alone or an out-of-state address. If the certificate of title or salvage certificate was previously issued to co-owners, both owners must sign Form MV-426B or Form MV-1 must be completed to change the ownership on the new title. All out-of-state proof of ownership documents must be accompanied by a completed Form MV-1. **NOTE:** Individuals should list their PA Driver's License (PA DL) or Photo ID# in the space provided. Businesses should list their Business ID# (Bus. ID), where indicated (i.e. E.I.N.).

Vehicle Type - If the vehicle type is a mobile home, "mobile home" should be specified in the "Other" block. Mobile homes do not need to be inspected by an enhanced vehicle safety inspector, and an inspection sticker does not need to be affixed to Form MV-426B. A detailed description of how the mobile home was reconstructed must be attached to your application along with interior and exterior photographs. Your application must be signed by a certified document reviewer and forwarded to PennDOT for processing.

Previously abandoned vehicles and vehicles that were impounded and subsequently sold are considered reconstructed vehicles. Check "Other" in the Vehicle Type block, provide an explanation of how the vehicle was acquired and the level of damage, if any.

Weight Certification - The weight certification for trucks, truck-tractors and trailers must be completed by a certified enhanced vehicle safety inspector if the correct weight(s) do not appear on the vehicle's certificate of title or salvage certificate (such as unladen weight, gross vehicle weight rating or gross combination weight rating). A weight slip for the unladen (empty) weight must be attached if the correct unladen weight does not appear on the certificate of title or salvage certificate. It is not necessary to complete the weight certification in order to change the registered gross weight of a vehicle. Previously titled vehicles that have been altered to raise or lower the gross vehicle weight rating (GVWR) must be certified by the vehicle manufacturer. A new VIN-specific weight certification decal must be issued for the vehicle by the manufacturer. This label must be affixed to the left (driver's side) door jamb or door latch post.

Components Repaired/Replaced - With the exception of out-of-state vehicles described below, all major components that have been replaced or repaired should be indicated on the application. For all items replaced, you must provide a copy of a receipt or invoice or a copy of the Pennsylvania Certificate of Title or Salvage Certificate for another vehicle (which you own) from which parts were taken. It is not necessary to attach receipts for repaired components (such as labor for body work). Repair estimates may be used as receipts if they are marked "Paid" and signed and dated by someone authorized by the repair facility to do so. Repair estimates that are not marked "Paid" or those that are not signed and dated are not acceptable for use as receipts.

If the vehicle is coming to Pennsylvania on an out-of-state title that has already been branded (e.g., rebuilt salvage, reconstructed, previously salvaged, etc.), you are not required to document components repaired/replaced, nor provide receipts for parts replaced. Vehicles coming to Pennsylvania on a branded out-of-state title are permitted to obtain a temporary Pennsylvania registration and the vehicle may be operated while Form MV-426B is being processed. If the vehicle is coming to Pennsylvania on an out-of-state salvage certificate, you must present receipts and comply with all requirements under the Form MV-426B process. **NOTE:** These vehicles may not be operated while Form MV-426B is being processed.

If a truck cab is replaced, Form MV-41, "Application for Correction of Vehicle Record or Verification of Vehicle Identification Number," must be attached to Form MV-426B to request a state replacement VIN Plate. Under Section C (Application for State Replacement VIN Plate), check "Other" and indicate the cab was replaced. The VIN specified on Form MV-41 should be the VIN that appears on the frame of the vehicle (not the VIN displayed on the replacement cab). **NOTE:** Form MV-41 and the corresponding Form MV-426B must be submitted to PennDOT for processing.

When an odometer is repaired or replaced, the mileage indicated must remain the same as before the repair or replacement. If the odometer is incapable of registering the same mileage as before the repair or replacement, the odometer must be adjusted to read zero (0) and a notice in writing must be attached to the left door frame of the vehicle specifying the mileage prior to repair or replacement of the odometer and the date on which it was repaired or replaced.

Fee calculations should be completed and signed by the certified document reviewer. For a listing of current registration fees, please refer to Form MV-70S, "Bureau of Motor Vehicles Schedule of Fees," found on our website at www.dmv.pa.gov. All checks or money orders should be made payable to the Commonwealth of Pennsylvania.

Authorized Signatures - Signatures must be present for the applicant, enhanced vehicle safety inspector (not required for mobile homes) and certified document reviewer. If the vehicle is to be titled in the name of a business, the application must be signed by an owner or corporate officer of the business.

Should you choose to personalize your registration plate, please complete and attach Form MV-904, "Application for Personalized, Amateur Radio Operator, or Press Photographer Registration Plate," to this application. There is an additional fee required with personalization requests. **NOTE:** If requesting your Street Rod registration plate to be personalized, complete and attach Form MV-904SR, "Application for Personalized Street Rod Registration Plate," to this application.

Application Attachment Checklist

- ☐ Proof of ownership: Pennsylvania Certificate of Title; Pennsylvania Certificate of Salvage, certificate of salvage issued by another state or jurisdiction; certificate of title issued by another state or jurisdiction and indicating the vehicle was reconstructed in another state or jurisdiction; Manufacturer's Certificate of Origin or Statement of Origin (MCO/MSO) issued by a recognized manufacturer of vehicles. (**NOTE:** A MCO/MSO that indicates the vehicle is not intended for highway use (or similar designation) cannot be titled in Pennsylvania.) Specially constructed vehicles may have a bill of sale as acceptable proof of ownership (if no other ownership document exists).
- ☐ Unacceptable forms of proof of ownership include Form 907A issued by the state of New York, or any title, certificate of origin, statement of origin or certificate of salvage that indicates the vehicle is to be used for parts only; is not suitable to be rebuilt or titled or is not designed, constructed or intended for use on a public roadway. This includes statements of origin for all terrain vehicles (ATVs).
- ☐ Form MV-1, "Application for Certificate of Title," if the applicant's name does not currently appear on the face of the certificate of title or salvage certificate or if a co-owner is to be removed from the new title record.
- ☐ Appraisal report for flood or recovered theft vehicles where the damage does not exceed the replacement value of the vehicle. An acceptable appraisal report must contain the name and signature of the licensed appraiser; the appraiser's license number; the VIN of the vehicle appraised; the level of damage (in dollars); and the actual cash value of the vehicle (prior to flood or theft). **NOTE:** If the owner is a self-insurer, the assessment of damage must be completed by a licensed physical damage appraiser who is not affiliated with or employed by the self-insurer.
- ☐ A bill of sale if the applicant's name is not displayed on the face of the certificate of title or salvage certificate (not required for dealers who are sales tax exempt). If a salvaged vehicle was reassigned free of charge, Form MV-13ST, "Affidavit of Gift," may be submitted in lieu of a bill of sale. An acceptable bill of sale includes: the seller's name; seller's signature; buyer's name; Vehicle Identification Number (VIN); date of sale; purchase price; and if applicable, a statement from the seller indicating the vehicle was already completed at the time of purchase and no branded title was obtained by the seller. If this information does not appear on the bill of sale, a separate statement must be signed by the seller, notarized and contain the VIN of the vehicle.
- ☐ A power of attorney for any person signing on behalf of a purchaser or seller, if applicable. **NOTE:** An "agent" signing on behalf of an employer is not required to attach a power of attorney.
- ☐ Retention (buy-back) letter from insurance company if vehicle was totaled and retained by the applicant for the purpose of retitling it. This letter (on the insurance company or insurance agent's letterhead) should indicate the amount deducted from the insurance pay-off (settlement) to allow the insured to retain the vehicle.
- ☐ Copies of all receipts for all components replaced as indicated on Form MV-426B (if required). If you indicate a component was taken from another vehicle, a copy of the salvage certificate or title (in your name) for the parts vehicle must be attached in lieu of a receipt. **NOTE:** Only business entities (dealers, rebuilders, etc.) titling the vehicle in the business name may claim parts used in the reconstruction were taken from existing inventory, and therefore, no receipts are needed. If a dealer or rebuilder reconstructed a vehicle for the applicant, the parts used to complete the vehicle may be listed on the bill of sale.
- ☐ A weight slip if the correct unladen weight of a truck, trailer or truck-tractor is not listed on the certificate of title or salvage.

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- ☐ A detailed description on separate 8 ½" X 11" paper for specially constructed, collectible, modified vehicles and street rods indicating how the vehicle was configured and assembled.
- ☐ Photographs of the vehicle showing the front, rear, left and right sides. Photographs must be signed/dated by the enhanced vehicle safety inspector. Additional photographs may be required for mobile homes, motor homes and collectible vehicles. Mobile home photographs do not have to be signed by an enhanced vehicle safety inspector.
- ☐ All applicable fees. Checks and/or money orders should be made payable to Commonwealth of Pennsylvania.
- ☐ Any unpaid sales tax for vehicle purchase, insurance buy-back (retention) or any items purchased without tax collected such as online purchases.

  If the vehicle was purchased outside Pennsylvania within the previous six (6) months, the applicant must show proof of sales tax paid in the form of a sales tax receipt, notarized bill of sale or notarized letter from the seller indicating the amount of sales tax paid. Refer to Form REV-227, "Pennsylvania Sales and Use Tax Credit Chart," to determine if you may claim a tax credit for sales tax paid in another state. This chart can be found on the Department of Revenue website at www.revenue.pa.gov. **NOTE:** Applicants exempt from Pennsylvania sales tax will list the appropriate Sales Tax Exemption reason code in Sections 1A and/or 1B. (See exemption codes listed on the reverse side of Form MV-1.)

  Sales tax is not required to be paid to PennDOT in connection with the sale of a used mobile home, regardless of whether it is permanently affixed or relocated.
- ☐ Form MV-41, "Application for Correction of Vehicle Record or Verification of Vehicle Identification Number," if a Pennsylvania replacement Vehicle Identification Number (VIN) plate is required. **NOTE:** Form MV-41 and the corresponding Form MV-426B must be submitted to PennDOT for processing.

Visit us at www.dmv.pa.gov or call us at 717-412-5300. TTY callers — please dial 711 to reach us.

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6.0 Form MV-426B Completion Instructions

Only those safety inspection stations appointed and under contract with PennDOT as an **Enhanced Vehicle Safety Inspection Station**, may perform inspections for compliance with all applicable equipment and inspection regulations for the purpose of titling the vehicle in Pennsylvania on the following vehicles: reconstructed, flood, specially constructed, recovered theft, collectible, modified vehicles and street rods.

Applications for Pennsylvania reconstructed and flood branded titles must be processed through an Online Business Partner.

A. APPLICATION INFORMATION SECTION

The applicant is the last individual(s), corporation, business, etc., to whom vehicle ownership is assigned on the proof of ownership document (MCO, out-of-state title, or salvage certificate).

A	APPLICANT INFORMATION					
	Last Name (or Full Business Name)	First Name	Middle Name	PA DL/Photo ID# or Bus. ID#		Date of Birth
	Co-Applicant Last Name	First Name	Middle Name	PA DL/Photo ID#		Date of Birth
	Street Address				DIN/Business Partner ID# (If Applicable)	
	City		State	Zip Code	E-Mail Address (optional)	

- **APPLICANT INFORMATION:** List the applicant's actual full last name, first name and middle name or full business name. Please DO NOT use nicknames or first and middle initials. The applicant's name is to be listed on the title application as it appears on the valid Pennsylvania identification credential you examined.
- **PA DL/PHOTO ID# OR BUS. ID#:** List the applicant's Pennsylvania Driver's License or Photo Identification number or if the applicant is a business, list their Business Identification number (i.e., E.I.N.)
- **DATE OF BIRTH:** List the applicant's date of birth following the MM/DD/YYYY format.
- **CO-PURCHASER:** If two individuals are applying for joint ownership as applicants, list the second individual's actual last name, first and middle name. If there is a co-purchaser, be sure to read the "NOTE" concerning Joint Tenants with Rights of Survivorship and check the block, if applicable, in Section B. List the co-purchasers PA DL/Photo ID# and Date of Birth following same format as listed above.
- **STREET:** List applicant's full street address and P.O. Box number, Rural Delivery, Route Number or Apartment Number, if such numbers apply. NOTE: P.O. Box numbers may be used in addition to the actual address, but cannot be used as the only address.
- **FAX NUMBER:** List fax number including area code. (optional)
- **CITY:** List the full city name. Please DO NOT abbreviate.
- **STATE:** List the official state abbreviation designated by the U.S. Postal Service. If Pennsylvania, list PA.
- **ZIP:** List the full and correct zip code. Please take time to verify the correct zip.
- **EMAIL ADDRESS:** List email address. (optional)

B. APPLICATION TYPE SECTION

Check appropriate box. If the vehicle type is a mobile home, "mobile home" should be specified in the "Other" block. Mobile homes do not need to be inspected by an enhanced vehicle safety inspector, and an inspection sticker does not need to be affixed to Form MV-426B. A detailed description of how the mobile home was reconstructed must be attached to your application along with interior and exterior photographs. The application must be signed by a certified document reviewer and forwarded to PennDOT for processing. Previously abandoned vehicles and vehicles that were impounded and subsequently sold are considered reconstructed vehicles. Check "Other" in the Vehicle Type block, provide an explanation of how the vehicle was acquired and the level of damage, if any.

B **APPLICATION TYPE** (Type of Vehicle)

☐ Passenger ☐ Truck ☐ Truck-Tractor ☐ Motorcycle ☐ Motor Driven Cycle

☐ Bus ☐ Taxi ☐ Motor Home ☐ Trailer ☐ Other: _____

C. EXPLANATION (Check All That Apply) SECTION

Check all boxes that apply.

C **EXPLANATION** (Check All That Apply)

☐ A. I, or my agent, performed the work necessary to reconstruct the vehicle and bring it into compliance with all applicable laws and Pennsylvania vehicle equipment and inspection regulations. A certificate of title/salvage and receipts for parts used are attached. I understand my Pennsylvania Certificate of Title will be branded as reconstructed.

☐ B. The vehicle was issued a branded title in another state or jurisdiction. A certificate of title is attached. I understand my Pennsylvania Certificate of Title will be branded as reconstructed and include any other brands as listed on the out-of-state certificate of title.

☐ C. The vehicle is a flood vehicle and was declared a total loss. A certificate of salvage is attached. I understand my Pennsylvania Certificate of Title will be branded as reconstructed and flood.

☐ D. The vehicle is a flood vehicle; however, the damage did not exceed the replacement value of the vehicle. A certificate of title and an appraisal report including the appraiser's name, license number, signature, Vehicle Identification Number (VIN), actual cash value of the vehicle, and level of damage (in dollars) is attached. I understand my Pennsylvania Certificate of Title will be branded as flood.

☐ E. The vehicle is a recovered theft vehicle and was declared a total loss. A certificate of salvage is attached. I understand my Pennsylvania Certificate of Title will be branded as reconstructed and recovered theft.

☐ F. The vehicle is a recovered theft vehicle; however, the cost of repairs is 50% or less of the replacement value of the vehicle. A certificate of salvage and an appraisal report including the appraiser's name, license number, signature, Vehicle Identification Number (VIN), actual cash value of the vehicle, and level of damage (in dollars) is attached. I understand my Pennsylvania Certificate of Title will **NOT** be branded as reconstructed or recovered theft.

☐ G. The vehicle is a recovered theft vehicle and the cost of repairs is more than 50% of the replacement value of the vehicle and the insurer elects to retain the title to the vehicle. A certificate of title and an appraisal report including the appraiser's name, license number, signature, Vehicle Identification Number (VIN), actual cash value of the vehicle, and level of damage (in dollars) is attached. I understand my Pennsylvania Certificate of Title will be branded as recovered theft. **NOTE:** If the owner is an individual, they may simply retain their original title to the vehicle and are not required to receive a branded Pennsylvania Certificate of Title.

☐ H. The vehicle was already complete at the time of purchase; however, a branded title was not obtained by the previous owner. No further modifications have been made to the vehicle. The certificate of title/salvage, VIN specific bill of sale, and statement from the previous owner attesting to these facts is attached. I understand my Pennsylvania Certificate of Title could be branded as reconstructed, specially constructed, modified, street rod, or collectible.

☐ I. I, or my agent, assembled the vehicle (or replica) from a kit according to the kit manufacturer's instructions. The manufacturer's certificate of origin, copies of the assembly instructions, and all related receipts for additional parts are attached. I understand my Pennsylvania Certificate of Title will be branded as specially constructed.

☐ J. I, or my agent, assembled the vehicle from various parts. A copy of the certificate(s) of title/salvage for all vehicles used for parts and/or all related receipts is attached. I understand my Pennsylvania Certificate of Title will be branded as specially constructed.

☐ K. I am requesting a ☐ street rod, ☐ collectible or ☐ modified vehicle. A detailed description of how the vehicle is configured (chassis, body components, engine, etc.) including all modifications, is attached. I understand my Pennsylvania Certificate of Title will be branded as a street rod, collectible or modified vehicle.

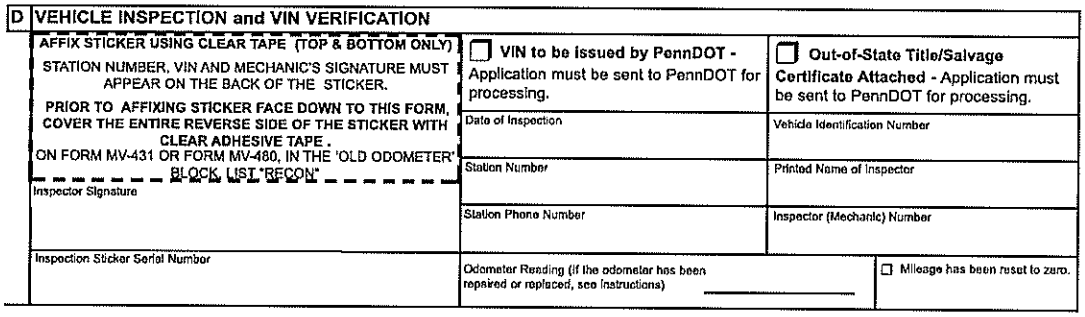
☐ L. Other. A detailed explanation of how the vehicle is configured, constructed, and/or equipped is attached (on a separate 8 1/2" X 11" paper). I understand my Pennsylvania Certificate of Title will be branded as modified or specially constructed.

AUTHORIZED DEALERS ONLY:

☐ M. I am authorized to offer vehicles for sale in Pennsylvania. Parts that were taken from business inventory and used in the reconstruction of the vehicle are identified on the vehicle bill of sale (attached). I understand the Pennsylvania Certificate of Title will be branded as reconstructed.

D. VEHICLE INSPECTION AND VIN VERIFICATION SECTION

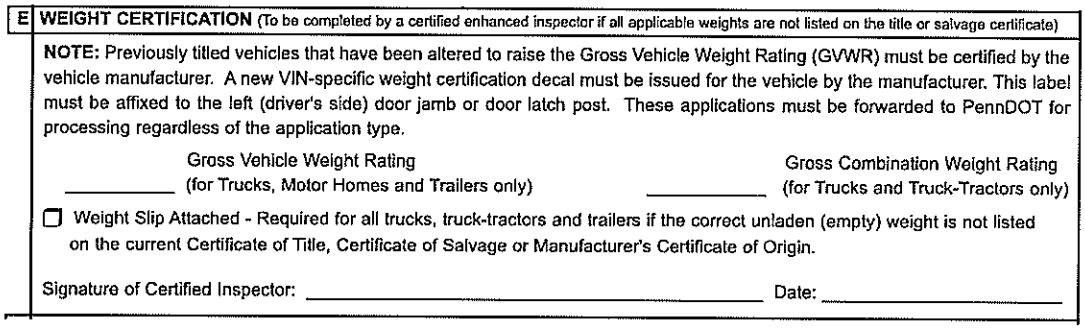
The sticker should be affixed using clear tape at the top and bottom of sticker only. The station number, VIN and mechanic's signature must appear on the back of the sticker. All information below must be completed.



D	VEHICLE INSPECTION and VIN VERIFICATION		
	AFFIX STICKER USING CLEAR TAPE (TOP & BOTTOM ONLY) STATION NUMBER, VIN AND MECHANIC'S SIGNATURE MUST APPEAR ON THE BACK OF THE STICKER. PRIOR TO AFFIXING STICKER FACE DOWN TO THIS FORM, COVER THE ENTIRE REVERSE SIDE OF THE STICKER WITH CLEAR ADHESIVE TAPE. ON FORM MV-431 OR FORM MV-480, IN THE 'OLD ODOMETER' BLOCK, LIST "RECON" Inspector Signature	☐ VIN to be issued by PennDOT - Application must be sent to PennDOT for processing.	☐ Out-of-State Title/Salvage Certificate Attached - Application must be sent to PennDOT for processing.
		Date of Inspection	Vehicle Identification Number
		Station Number	Printed Name of Inspector
		Station Phone Number	Inspector (Mechanic) Number
	Inspection Sticker Serial Number	Odometer Reading (if the odometer has been repaired or replaced, see instructions) _____	☐ Mileage has been reset to zero.

E. WEIGHT CERTIFICATION SECTION

The weight certification for trucks, truck-tractors and trailers must be completed by a certified enhanced vehicle safety inspector if the correct weight(s) do not appear on the vehicle's certificate of title or salvage certificate (such as unladen weight, gross vehicle weight rating or gross combination weight rating). A weight slip for the unladen (empty) weight must be attached if the correct unladen weight does not appear on the certificate of title or salvage certificate. It is not necessary to complete the weight certification in order to change the registered gross weight of a vehicle. Previously titled vehicles that have been altered to raise or lower the gross vehicle weight rating (GVWR) must be certified by the vehicle manufacturer. A new VIN-specific weight certification decal must be issued for the vehicle by the manufacturer. This label must be affixed to the left (driver's side) door jamb or door latch post.



E WEIGHT CERTIFICATION (To be completed by a certified enhanced inspector if all applicable weights are not listed on the title or salvage certificate)

NOTE: Previously titled vehicles that have been altered to raise the Gross Vehicle Weight Rating (GVWR) must be certified by the vehicle manufacturer. A new VIN-specific weight certification decal must be issued for the vehicle by the manufacturer. This label must be affixed to the left (driver's side) door jamb or door latch post. These applications must be forwarded to PennDOT for processing regardless of the application type.

_____ Gross Vehicle Weight Rating (for Trucks, Motor Homes and Trailers only)

_____ Gross Combination Weight Rating (for Trucks and Truck-Tractors only)

☐ Weight Slip Attached - Required for all trucks, truck-tractors and trailers if the correct unladen (empty) weight is not listed on the current Certificate of Title, Certificate of Salvage or Manufacturer's Certificate of Origin.

Signature of Certified Inspector: _____ Date: _____

F. COMPONENTS REPLACED/REPAIRED SECTION

With the exception of out-of-state vehicles described below, all major components that have been replaced or repaired should be indicated on the application. For all items replaced, the applicant must provide a copy of a receipt or invoice or a copy of the Pennsylvania Certificate of Title or Salvage Certificate for another vehicle (which the applicant owns) from which parts were taken. It is not necessary to attach receipts for repaired components (such as labor for body work). Repair estimates may be used as receipts if they are marked "Paid" and signed and dated by someone authorized by the repair facility to do so.

F COMPONENTS REPLACED/REPAIRED

Please check all major components replaced or repaired. A copy of a receipt, invoice or salvage certificate for each component replaced must be attached to the application.

REPLACED	REPAIRED	DESCRIPTION	REPLACED	REPAIRED	DESCRIPTION
☐	☐	Entire Front Clip Assembly	☐	☐	Entire Rear Clip Assembly
☐	☐	Front Bumper	☐	☐	Left Rear Quarter Panel
☐	☐	Grill	☐	☐	Right Rear Quarter Panel
☐	☐	Hood	☐	☐	Rear Bumper
☐	☐	Left Fender	☐	☐	Floor Pan
☐	☐	Right Fender	☐	☐	Trunk/Deck Lid
☐	☐	Radiator Support	☐	☐	Rear Body Panel
☐	☐	Headlight(s)/Header Panel	☐	☐	Back Cab Panel
☐	☐	Left Front Door or Skin	☐	☐	Rear Door or Skin (S/W or Van)
☐	☐	Right Front Door or Skin	☐	☐	Frame
☐	☐	Left Rear Door or Skin	☐	☐	Front Suspension
☐	☐	Right Rear Door or Skin	☐	☐	Rear Suspension
☐	☐	Roof Skin or Assembly	☐	☐	Seats
☐	☐	Engine	☐	☐	Interior
☐	☐	Transmission	☐	☐	Wheels/Tires
☐	☐	Truck Cab *(See Instructions.)*	☐	☐	Dash/Odometer *(See Instructions.)*
☐	☐	Truck Bed	☐	☐	Air Bag/Air Bag Module

Repair estimates that are not marked "Paid" or those that are not signed and dated are not acceptable for use as receipts.

If the vehicle is coming to Pennsylvania on an out-of-state title that has already been branded (e.g., rebuilt salvage, reconstructed, previously salvaged, etc.), the customer is not required to document components repaired/replaced, nor provide receipts for parts replaced. Vehicles coming to Pennsylvania on a branded out-of-state title must still be processed by PennDOT. Vehicles coming to Pennsylvania on a branded out-of-state title are permitted to obtain a temporary Pennsylvania registration and the vehicle may be operated while Form MV-426B is being processed.

If the vehicle is coming to Pennsylvania on an out-of-state salvage certificate, receipts must be present and comply with all requirements under the Form MV-426B process. **NOTE:** These vehicles may not be operated while Form MV-426B is being processed by PennDOT. Please be

aware that if the agent is unable to process the reconstructed title online and has to submit the work to PennDOT for processing, the agent is not permitted to issue temporary registration. The reconstructed title must be processed before any registration can be issued for this vehicle.

If a truck cab is replaced, Form MV-41, "Application for Correction of Vehicle Record or Verification of Vehicle Identification Number," must be attached to Form MV-426B to request a state replacement VIN Plate. Under Section C (Application for State Replacement VIN Plate), check "Other" and indicate the cab was replaced. The VIN specified on Form MV-41 should be the VIN that appears on the frame of the vehicle (not the VIN displayed on the replacement cab). **NOTE:** Form MV-41 and the corresponding Form MV-426B must be submitted to PennDOT for processing.

When an odometer is repaired, or replaced, the mileage indicated must remain the same as before the repair or replacement. If the odometer is incapable of registering the same mileage as before the repair or replacement, the odometer must be adjusted to read zero (0) and a notice in writing must be attached to the left door frame of the vehicle specifying the mileage prior to repair or replacement of the odometer and the date on which it was repaired or replaced.

G. FEE CALCULATIONS SECTION

G	FEE CALCULATIONS		
	NOTE: Vehicle purchases, including vehicle buy-backs from insurers, are taxable; motor vehicle repair services (including labor), accessories, parts, supplies and equipment are taxable.		
	A. Purchase/Buy-back Price (if applicable)	$	☐ Plate to be Issued by PennDOT
	B. Sales Tax Paid on Purchase/Buy-back Price Listed in A or Sales Tax Exemption Code	$	☐ Transfer Previous Issued Plate #: _____
	C. Purchase/Buy-back and/or Price of Parts for which Sales Tax has **NOT** been Paid (if applicable)	$	☐ Transferred From Title #: _____
	D. Total Taxable Amount from Line C	$	Transfer and Renewal of Plate #: _____
	E. Sales Tax Due (Sales Tax Due 6% (7% for Allegheny County residents and 8% for City of Philadelphia residents) of Line D	$	Transferred From Title #: _____
	F. Title Fee ($58)	$	☐ Proof of Insurance Attached
	G. Registration Fee (Refer to Form MV-70S located on our website at www.dmv.pa.gov)	$	
	H. Registration Renewal Fee (Refer to Form MV-70S located on our website at www.dmv.pa.gov)	$	Unladen Weight: _____
	I. County Fee (For a listing of participating counties, refer to "Fee for Local Use - Participating Counties" Fact Sheet found on our website at www.dmv.pa.gov)	$	
	J. Number of Duplicate Registration Cards (at $2 each) _____	$	Registered Gross Weight (if applicable): _____
	K. Registration Plate Transfer Fee ($9)	$	
	L. Lien Recording Fee ($28)	$	Registered Gross Comb. Weight (if applicable): _____
	M. TOTAL FEES DUE Add Lines E through K	$	

- **PURCHASE/BUY BACK PRICE:** List the correct purchase/buy back price.
- **SALES TAX PAID ON PURCHASE/BUY BACK:** List amount paid.
- **PURCHASE/BUY BACK AND/OR PRICE OF PARTS FOR WHICH SALES TAX WAS NOT PAID (IF APPLIACBLE):** List amount for which sales tax was not paid.
- **TOTAL TAXABLE AMOUNT:** List amount from Line C.
- **SALES TAX DUE:** Multiply taxable amount by 6% (.06), 7% (.07) or 8% (.08). List the amount. (**NOTE:** Residents of Allegheny County must pay an additional 1% sales tax and residents of the City of Philadelphia pay an additional 2% sales tax.)

- **TITLE FEE:** For a current listing of motor vehicle fees, refer to Form MV-70S, "Bureau of Motor Vehicles Schedule of Fees."
- **REGISTRATION OR PROCESSING FEE:** If the customer is applying for a registration plate from PennDOT or a temporary plate has been issued, list the appropriate registration fee.
- **REGISTRATION RENEWAL FEE:** For a listing of the current registration fees, please refer to Form MV-70S, "bureau of Motor Vehicles Schedule of Fees, list renewal fee.
- **COUNTY FEE:** $5 at time the time a vehicle is registered, the registration is renewed or when a registration plate is transferred to another vehicle in a participating county. For a listing of participating counties refer to the Fee for Local Use Fact Sheet on PennDOT's website.
- **DUPLICATE REGISTRATION CARD:** At the time of registration, renewal replacement of registration plate or transfer of registration plate, the cost per duplicate card is $6. List the appropriate fee and number of cards desired. NOTE: free registration cards are available at www.dmv.pa.gov.
- **TRANSFER FEE:** If a registration plate is being transferred to this vehicle, list the transfer fee. The current transfer fee can be found on Form MV-70S, "Bureau of Motor Vehicles Schedule of Fees."
- **LIEN FEE:** For a current listing of motor vehicle fees, refer to Form MV-70S, "Bureau of Motor Vehicles Schedule of Fees." **NOTE:** An additional fee is required for each subsequent lien recorded.
- **TOTAL FEES DUE:** Add blocks E thru M and list total amount.

H. AUTHORIZED SIGNATURES - NOTE: All applicable signatures must appear below for each section

H **AUTHORIZED SIGNATURES - NOTE:** All applicable signatures must appear below.

APPLICANT - VEHICLE COMPLIANCE CERTIFICATION: I/We hereby state that this vehicle has been returned to road-worthy condition, by me or my agent, in accordance with all applicable laws and regulations. Further, I/we hereby verify that the information set forth herein is TRUE and CORRECT to the best of my knowledge, information, and belief. This verification is made subject to the penalties of 18 Pa.C.S. §4904, relating to unsworn falsification to authorities.

Signature of Applicant: _____ Date: _____

Signature of Co-Applicant: _____ Date: _____

Name of Applicant and Co-Applicant (Printed): _____ Daytime Phone #: _____

ENHANCED VEHICLE SAFETY INSPECTOR: I hereby state that I have examined this vehicle and found it to be in road-worthy condition in accordance with all applicable laws and regulations. Further, I state the information set forth herein is TRUE and CORRECT to the best of my knowledge, information and belief. This verification is made subject to the penalties of 18 Pa.C.S. §4904, relating to unsworn falsification to authorities.

Signature of Enhanced Vehicle Safety Inspector: _____ Date: _____ Station #: _____

Name of Inspector (Printed): _____ Inspector #: _____

CERTIFIED DOCUMENT REVIEWER: I hereby state that I have examined the title application and all related supporting documentation and found it to qualify for the title brand(s) indicated by my signature in the appropriate block(s) below. Further, I state the information set forth herein is TRUE and CORRECT to the best of my knowledge, information, and belief. This verification is made subject to the penalties of 18 Pa.C.S. §4904, relating to unsworn falsification to authorities.

☐ Reconstructed	☐ Specially Constructed
☐ Flood	☐ Recovered Theft
☐ Reconstructed/Flood	☐ Reconstructed/Recovered Theft
☐ Street Rod	☐ Specially Constructed Street Rod
☐ Collectible	☐ Modified

Signature must appear in all applicable blocks below.

☐ **ONLINE PROCESSING REQUIRED:** If Certified Document Reviewer's signature does not appear in this block, forward application to PennDOT for processing.

Signature of Certified Document Reviewer: _____ Date: _____

Printed Name of Certified Document Reviewer: _____ Reviewer ID #: _____

- **AUTHORIZED SIGNATURES:** The applicant refers to the person(s) whose name(s) appears in Section A. The signatures must be present for the applicant, enhanced vehicle safety inspector (inspector signature not required for mobile homes) and certified document reviewer.

  If one purchaser is applying for certificate of title, their signature must appear on the first line in the space provided including date. When the vehicle is in the name of a company/corporation, the signature of an authorized representative is required.

  Applicant and co-applicant (if applicable) printed names must be completed, list the applicant's daytime telephone number, including the area code. The telephone number will only be used to assist in processing the application.

- **ENHANCED VEHICLE INSPECTOR:** The enhanced vehicle inspector must sign, date, list station number, print name and list inspector number in spaces provided.
- **CERTIFIED DOCUMENT REVIEWER:** Document reviewer must sign, date, print name and list reviewer ID number in spaces provided.

NOTE: Original signatures are required. Stamped signatures are not permitted.

7.0 APPLICATION ATTACHMENT CHECKLIST SECTION

Application Attachment Checklist

- ☐ Proof of ownership: Pennsylvania Certificate of Title; Pennsylvania Certificate of Salvage, certificate of salvage issued by another state or jurisdiction; certificate of title issued by another state or jurisdiction and indicating the vehicle was reconstructed in another state or jurisdiction; Manufacturer's Certificate of Origin or Statement of Origin (MCO/MSO) issued by a recognized manufacturer of vehicles. (**NOTE:** A MCO/MSO that indicates the vehicle is not intended for highway use (or similar designation) cannot be titled in Pennsylvania.) Specially constructed vehicles may have a bill of sale as acceptable proof of ownership (if no other ownership document exists).
- ☐ Unacceptable forms of proof of ownership include Form 907A issued by the state of New York, or any title, certificate of origin, statement of origin or certificate of salvage that indicates the vehicle is to be used for parts only; is not suitable to be rebuilt or titled or is not designed, constructed or intended for use on a public roadway. This includes statements of origin for all terrain vehicles (ATVs).
- ☐ Form MV-1, "Application for Certificate of Title," if the applicant's name does not currently appear on the face of the certificate of title or salvage certificate or if a co-owner is to be removed from the new title record.
- ☐ Appraisal report for flood or recovered theft vehicles where the damage does not exceed the replacement value of the vehicle. An acceptable appraisal report must contain the name and signature of the licensed appraiser; the appraiser's license number; the VIN of the vehicle appraised; the level of damage (in dollars); and the actual cash value of the vehicle (prior to flood or theft). **NOTE:** If the owner is a self-insurer, the assessment of damage must be completed by a licensed physical damage appraiser who is not affiliated with or employed by the self-insurer.
- ☐ A bill of sale if the applicant's name is not displayed on the face of the certificate of title or salvage certificate (not required for dealers who are sales tax exempt). If a salvaged vehicle was reassigned free of charge, Form MV-13ST, "Affidavit of Gift," may be submitted in lieu of a bill of sale. An acceptable bill of sale includes: the seller's name; seller's signature; buyer's name; Vehicle Identification Number (VIN); date of sale; purchase price; and if applicable, a statement from the seller indicating the vehicle was already completed at the time of purchase and no branded title was obtained by the seller. If this information does not appear on the bill of sale, a separate statement must be signed by the seller, notarized and contain the VIN of the vehicle.
- ☐ A power of attorney for any person signing on behalf of a purchaser or seller, if applicable. **NOTE:** An "agent" signing on behalf of an employer is not required to attach a power of attorney.
- ☐ Retention (buy-back) letter from insurance company if vehicle was totaled and retained by the applicant for the purpose of retitling it. This letter (on the insurance company or insurance agent's letterhead) should indicate the amount deducted from the insurance pay-off (settlement) to allow the insured to retain the vehicle.
- ☐ Copies of all receipts for all components replaced as indicated on Form MV-426B (if required). If you indicate a component was taken from another vehicle, a copy of the salvage certificate or title (in your name) for the parts vehicle must be attached in lieu of a receipt. **NOTE:** Only business entities (dealers, rebuilders, etc.) titling the vehicle in the business name may claim parts used in the reconstruction were taken from existing inventory, and therefore, no receipts are needed. If a dealer or rebuilder reconstructed a vehicle for the applicant, the parts used to complete the vehicle may be listed on the bill of sale.
- ☐ A weight slip if the correct unladen weight of a truck, trailer or truck-tractor is not listed on the certificate of title or salvage.
- ☐ A detailed description on separate 8 ½" X 11" paper for specially constructed, collectible, modified vehicles and street rods indicating how the vehicle was configured and assembled.
- ☐ Photographs of the vehicle showing the front, rear, left and right sides. Photographs must be signed/dated by the enhanced vehicle safety inspector. Additional photographs may be required for mobile homes, motor homes and collectible vehicles. Mobile home photographs do not have to be signed by an enhanced vehicle safety inspector.
- ☐ All applicable fees. Checks and/or money orders should be made payable to Commonwealth of Pennsylvania.
- ☐ Any unpaid sales tax for vehicle purchase, insurance buy-back (retention) or any items purchased without tax collected such as online purchases.

  If the vehicle was purchased outside Pennsylvania within the previous six (6) months, the applicant must show proof of sales tax paid in the form of a sales tax receipt, notarized bill of sale or notarized letter from the seller indicating the amount of sales tax paid. Refer to Form REV-227, "Pennsylvania Sales and Use Tax Credit Chart," to determine if you may claim a tax credit for sales tax paid in another state. This chart can be found on the Department of Revenue website at www.revenue.pa.gov. **NOTE:** Applicants exempt from Pennsylvania sales tax will list the appropriate Sales Tax Exemption reason code in Sections 1A and/or 1B. (See exemption codes listed on the reverse side of Form MV-1.)

  Sales tax is not required to be paid to PennDOT in connection with the sale of a used mobile home, regardless of whether it is permanently affixed or relocated.
- ☐ Form MV-41, "Application for Correction of Vehicle Record or Verification of Vehicle Identification Number," if a Pennsylvania replacement Vehicle Identification Number (VIN) plate is required. **NOTE:** Form MV-41 and the corresponding Form MV-426B must be submitted to PennDOT for processing.

8.0 Q&A

Q1. What title brands are able to be processed through the Online Registration Program (OLRP)?

Reconstructed (Title Brand – R)
Flood (Title Brand – W)
Reconstructed Flood (Title Brand – B)

Q2. What are the three scenarios in which an OLRP participant is unable to process the transaction and the documentation must be forwarded to PennDOT for processing?

Any title branded as formerly abandon.
Any title requiring the issuance of a VIN or replacement VIN
Any title requiring a change to the GVWR
Any out-of-state title or salvage certificate

Q3. Who is able to perform an enhanced vehicle safety inspection?

Only those safety inspection stations appointed and under contract with PennDOT as an Enhanced Vehicle Safety Inspection Station, may perform inspections for compliance with all applicable equipment and inspection regulations for the purpose of titling the vehicle in Pennsylvania on the following vehicles: reconstructed, flood, specially constructed, recovered theft, collectible, modified vehicles and street rods.

Q4. If a new Vehicle Identification Number (VIN) is needed, what additional forms are required to be submitted?

Form MV-41, "Application for Correction of Vehicle Record or Verification of Vehicle Identification Number," must be attached to Form MV-426B to request a state replacement VIN Plate.

Q5. (True or False) I own an enhanced inspection station and my vehicle was in an accident. Is it ok for my employee to perform the enhanced inspection?

False. The vehicle owner or an employee of the vehicle owner shall not be the inspecting mechanic. If the vehicle owner/applicant is the enhanced inspector or if the enhanced inspector is an employee of the owner/applicant, you cannot process the reconstructed title application. You should advise the applicant they must take the vehicle to another enhanced inspector.

Q6. When reconstructing a vehicle, is it ok to use parts from another vehicle without having a receipt?

If the applicant indicates a component was taken from another vehicle they own, a copy of the salvage certificate or title (in the name of the applicant) for the parts vehicle must be attached in lieu of a receipt.

NOTE: Only business entities (dealers, rebuilders, etc.) titling the vehicle in the business name may claim parts used in the reconstruction were taken from existing inventory, and therefore, no receipts are needed. If a dealer or rebuilder reconstructed a vehicle for the applicant, the parts used to complete the vehicle may be listed on the bill of sale in lieu of a receipt for the part.

Q7. Am I able to issue a temporary registration plate to an out-of-state (OOS) vehicle that is salvaged?

No. Agents are not able to issue registration to a salvage vehicle. The vehicle paperwork must be submitted to PennDOT for processing and issuance of registration materials.

OS-2 (11-08)

pennsylvania
DEPARTMENT OF TRANSPORTATION
www.dot.state.pa.us

Agent Training Acknowledgement Form

DIN:
Agent Name:

All the below employees who signed this document have read and understand the material included in Publication 880, Online Registration program Reconstructed/Flood Vehicle Processing Guide.

Printed Employee Name:	Employee Signature	Date: