pennsylvania
FISH AND BOAT COMMISSION

Date: January 9, 2025

SUBJECT: Temporary Boat Registration Issuing Agent Responsibilities

TO: Issuing Agents

FROM: Pennsylvania Fish and Boat Commission, Division of Licensing and Registration

As we approach Pennsylvania's peak boat registration season, we wanted to remind you of your responsibilities as an Issuing Agent for temporary boat registrations.

To ensure a good customer service experience for our boaters and avoid delays in processing their registrations, please review these key requirements for submitting *REV-336, Application for Pennsylvania Boat Registration and Boat Title* forms to the Pennsylvania Fish and Boat Commission (PFBC).

- All applications must be submitted to PFBC **within 10 days from the signature date** along with all related documentation, applicable fees, and sales tax as required by Pennsylvania.
- A Temporary Registration Summary Report (Form PFBC-725) must be completed and included with each batch of applications submitted to the PFBC.
- All information on the application should be legible and accurate.
- The payment amount must be correct and include all applicable title or lien fees. Agents should provide individual and separate payment for each application, and not bundle applications into a single payment.
- Titles must be properly notarized and included with the submission when the boat is titled.
- **The temporary registration expiration date must be correct and calculated to be 60 days from the date of signature**. Expiration dates for the current year can be found at fishandboat.com, and are included herein as an attachment.

The Rules and Regulations for being an approved Issuing Agent can be found at fishandboat.com.

For more details about your responsibilities, please reference the Issuing Agent Handbook which can be found at fishandboat.com. **We appreciate your attention and strict adherence to the 10-day turnaround and 60 day temporary registration date.**

If you should have any questions, you can contact the Division of Licensing and Registration at RA-pfbclicensing@pa.gov.

2025 Temporary Boat Registration Expiration Dates

Date	Expiration
1-Jan	3/1/2025
2-Jan	3/2/2025
3-Jan	3/3/2025
4-Jan	3/4/2025
5-Jan	3/5/2025
6-Jan	3/6/2025
7-Jan	3/7/2025
8-Jan	3/8/2025
9-Jan	3/9/2025
10-Jan	3/10/2025
11-Jan	3/11/2025
12-Jan	3/12/2025
13-Jan	3/13/2025
14-Jan	3/14/2025
15-Jan	3/15/2025
16-Jan	3/16/2025
17-Jan	3/17/2025
18-Jan	3/18/2025
19-Jan	3/19/2025
20-Jan	3/20/2025
21-Jan	3/21/2025
22-Jan	3/22/2025
23-Jan	3/23/2025
24-Jan	3/24/2025
25-Jan	3/25/2025
26-Jan	3/26/2025
27-Jan	3/27/2025
28-Jan	3/28/2025
29-Jan	3/29/2025
30-Jan	3/30/2025
31-Jan	3/31/2025

Date	Expiration
1-Feb	4/1/2025
2-Feb	4/2/2025
3-Feb	4/3/2025
4-Feb	4/4/2025
5-Feb	4/5/2025
6-Feb	4/6/2025
7-Feb	4/7/2025
8-Feb	4/8/2025
9-Feb	4/9/2025
10-Feb	4/10/2025
11-Feb	4/11/2025
12-Feb	4/12/2025
13-Feb	4/13/2025
14-Feb	4/14/2025
15-Feb	4/15/2025
16-Feb	4/16/2025
17-Feb	4/17/2025
18-Feb	4/18/2025
19-Feb	4/19/2025
20-Feb	4/20/2025
21-Feb	4/21/2025
22-Feb	4/22/2025
23-Feb	4/23/2025
24-Feb	4/24/2025
25-Feb	4/25/2025
26-Feb	4/26/2025
27-Feb	4/27/2025
28-Feb	4/28/2025

Date	Expiration
1-Mar	4/29/2025
2-Mar	4/30/2025
3-Mar	5/1/2025
4-Mar	5/2/2025
5-Mar	5/3/2025
6-Mar	5/4/2025
7-Mar	5/5/2025
8-Mar	5/6/2025
9-Mar	5/7/2025
10-Mar	5/8/2025
11-Mar	5/9/2025
12-Mar	5/10/2025
13-Mar	5/11/2025
14-Mar	5/12/2025
15-Mar	5/13/2025
16-Mar	5/14/2025
17-Mar	5/15/2025
18-Mar	5/16/2025
19-Mar	5/17/2025
20-Mar	5/18/2025
21-Mar	5/19/2025
22-Mar	5/20/2025
23-Mar	5/21/2025
24-Mar	5/22/2025
25-Mar	5/23/2025
26-Mar	5/24/2025
27-Mar	5/25/2025
28-Mar	5/26/2025
29-Mar	5/27/2025
30-Mar	5/28/2025
31-Mar	5/29/2025

Date	Expiration
1-Apr	5/30/2025
2-Apr	5/31/2025
3-Apr	6/1/2025
4-Apr	6/2/2025
5-Apr	6/3/2025
6-Apr	6/4/2025
7-Apr	6/5/2025
8-Apr	6/6/2025
9-Apr	6/7/2025
10-Apr	6/8/2025
11-Apr	6/9/2025
12-Apr	6/10/2025
13-Apr	6/11/2025
14-Apr	6/12/2025
15-Apr	6/13/2025
16-Apr	6/14/2025
17-Apr	6/15/2025
18-Apr	6/16/2025
19-Apr	6/17/2025
20-Apr	6/18/2025
21-Apr	6/19/2025
22-Apr	6/20/2025
23-Apr	6/21/2025
24-Apr	6/22/2025
25-Apr	6/23/2025
26-Apr	6/24/2025
27-Apr	6/25/2025
28-Apr	6/26/2025
29-Apr	6/27/2025
30-Apr	6/28/2025

Date	Expiration
1-May	6/29/2025
2-May	6/30/2025
3-May	7/1/2025
4-May	7/2/2025
5-May	7/3/2025
6-May	7/4/2025
7-May	7/5/2025
8-May	7/6/2025
9-May	7/7/2025
10-May	7/8/2025
11-May	7/9/2025
12-May	7/10/2025
13-May	7/11/2025
14-May	7/12/2025
15-May	7/13/2025
16-May	7/14/2025
17-May	7/15/2025
18-May	7/16/2025
19-May	7/17/2025
20-May	7/18/2025
21-May	7/19/2025
22-May	7/20/2025
23-May	7/21/2025
24-May	7/22/2025
25-May	7/23/2025
26-May	7/24/2025
27-May	7/25/2025
28-May	7/26/2025
29-May	7/27/2025
30-May	7/28/2025
31-May	7/29/2025

Date	Expiration
1-Jun	7/30/2025
2-Jun	7/31/2025
3-Jun	8/1/2025
4-Jun	8/2/2025
5-Jun	8/3/2025
6-Jun	8/4/2025
7-Jun	8/5/2025
8-Jun	8/6/2025
9-Jun	8/7/2025
10-Jun	8/8/2025
11-Jun	8/9/2025
12-Jun	8/10/2025
13-Jun	8/11/2025
14-Jun	8/12/2025
15-Jun	8/13/2025
16-Jun	8/14/2025
17-Jun	8/15/2025
18-Jun	8/16/2025
19-Jun	8/17/2025
20-Jun	8/18/2025
21-Jun	8/19/2025
22-Jun	8/20/2025
23-Jun	8/21/2025
24-Jun	8/22/2025
25-Jun	8/23/2025
26-Jun	8/24/2025
27-Jun	8/25/2025
28-Jun	8/26/2025
29-Jun	8/27/2025
30-Jun	8/28/2025

2025 Temporary Boat Registration Expiration Dates

Date	Expiration
1-Jul	8/29/2025
2-Jul	8/30/2025
3-Jul	8/31/2025
4-Jul	9/1/2025
5-Jul	9/2/2025
6-Jul	9/3/2025
7-Jul	9/4/2025
8-Jul	9/5/2025
9-Jul	9/6/2025
10-Jul	9/7/2025
11-Jul	9/8/2025
12-Jul	9/9/2025
13-Jul	9/10/2025
14-Jul	9/11/2025
15-Jul	9/12/2025
16-Jul	9/13/2025
17-Jul	9/14/2025
18-Jul	9/15/2025
19-Jul	9/16/2025
20-Jul	9/17/2025
21-Jul	9/18/2025
22-Jul	9/19/2025
23-Jul	9/20/2025
24-Jul	9/21/2025
25-Jul	9/22/2025
26-Jul	9/23/2025
27-Jul	9/24/2025
28-Jul	9/25/2025
29-Jul	9/26/2025
30-Jul	9/27/2025
31-Jul	9/28/2025

Date	Expiration
1-Aug	9/29/2025
2-Aug	9/30/2025
3-Aug	10/1/2025
4-Aug	10/2/2025
5-Aug	10/3/2025
6-Aug	10/4/2025
7-Aug	10/5/2025
8-Aug	10/6/2025
9-Aug	10/7/2025
10-Aug	10/8/2025
11-Aug	10/9/2025
12-Aug	10/10/2025
13-Aug	10/11/2025
14-Aug	10/12/2025
15-Aug	10/13/2025
16-Aug	10/14/2025
17-Aug	10/15/2025
18-Aug	10/16/2025
19-Aug	10/17/2025
20-Aug	10/18/2025
21-Aug	10/19/2025
22-Aug	10/20/2025
23-Aug	10/21/2025
24-Aug	10/22/2025
25-Aug	10/23/2025
26-Aug	10/24/2025
27-Aug	10/25/2025
28-Aug	10/26/2025
29-Aug	10/27/2025
30-Aug	10/28/2025
31-Aug	10/29/2025

Date	Expiration
1-Sep	10/30/2025
2-Sep	10/31/2025
3-Sep	11/1/2025
4-Sep	11/2/2025
5-Sep	11/3/2025
6-Sep	11/4/2025
7-Sep	11/5/2025
8-Sep	11/6/2025
9-Sep	11/7/2025
10-Sep	11/8/2025
11-Sep	11/9/2025
12-Sep	11/10/2025
13-Sep	11/11/2025
14-Sep	11/12/2025
15-Sep	11/13/2025
16-Sep	11/14/2025
17-Sep	11/15/2025
18-Sep	11/16/2025
19-Sep	11/17/2025
20-Sep	11/18/2025
21-Sep	11/19/2025
22-Sep	11/20/2025
23-Sep	11/21/2025
24-Sep	11/22/2025
25-Sep	11/23/2025
26-Sep	11/24/2025
27-Sep	11/25/2025
28-Sep	11/26/2025
29-Sep	11/27/2025
30-Sep	11/28/2025

Date	Expiration
1-Oct	11/29/2025
2-Oct	11/30/2025
3-Oct	12/1/2025
4-Oct	12/2/2025
5-Oct	12/3/2025
6-Oct	12/4/2025
7-Oct	12/5/2025
8-Oct	12/6/2025
9-Oct	12/7/2025
10-Oct	12/8/2025
11-Oct	12/9/2025
12-Oct	12/10/2025
13-Oct	12/11/2025
14-Oct	12/12/2025
15-Oct	12/13/2025
16-Oct	12/14/2025
17-Oct	12/15/2025
18-Oct	12/16/2025
19-Oct	12/17/2025
20-Oct	12/18/2025
21-Oct	12/19/2025
22-Oct	12/20/2025
23-Oct	12/21/2025
24-Oct	12/22/2025
25-Oct	12/23/2025
26-Oct	12/24/2025
27-Oct	12/25/2025
28-Oct	12/26/2025
29-Oct	12/27/2025
30-Oct	12/28/2025
31-Oct	12/29/2025

Date	Expiration
1-Nov	12/30/2025
2-Nov	12/31/2025
3-Nov	1/1/2026
4-Nov	1/2/2026
5-Nov	1/3/2026
6-Nov	1/4/2026
7-Nov	1/5/2026
8-Nov	1/6/2026
9-Nov	1/7/2026
10-Nov	1/8/2026
11-Nov	1/9/2026
12-Nov	1/10/2026
13-Nov	1/11/2026
14-Nov	1/12/2026
15-Nov	1/13/2026
16-Nov	1/14/2026
17-Nov	1/15/2026
18-Nov	1/16/2026
19-Nov	1/17/2026
20-Nov	1/18/2026
21-Nov	1/19/2026
22-Nov	1/20/2026
23-Nov	1/21/2026
24-Nov	1/22/2026
25-Nov	1/23/2026
26-Nov	1/24/2026
27-Nov	1/25/2026
28-Nov	1/26/2026
29-Nov	1/27/2026
30-Nov	1/28/2026

Date	Expiration
1-Dec	1/29/2026
2-Dec	1/30/2026
3-Dec	1/31/2026
4-Dec	2/1/2026
5-Dec	2/2/2026
6-Dec	2/3/2026
7-Dec	2/4/2026
8-Dec	2/5/2026
9-Dec	2/6/2026
10-Dec	2/7/2026
11-Dec	2/8/2026
12-Dec	2/9/2026
13-Dec	2/10/2026
14-Dec	2/11/2026
15-Dec	2/12/2026
16-Dec	2/13/2026
17-Dec	2/14/2026
18-Dec	2/15/2026
19-Dec	2/16/2026
20-Dec	2/17/2026
21-Dec	2/18/2026
22-Dec	2/19/2026
23-Dec	2/20/2026
24-Dec	2/21/2026
25-Dec	2/22/2026
26-Dec	2/23/2026
27-Dec	2/24/2026
28-Dec	2/25/2026
29-Dec	2/26/2026
30-Dec	2/27/2026
31-Dec	2/28/2026

Boat Registration Issuing Agent

Rules & Regulations

[Please carefully read these rules and regulations and sign on the last page]

§ 93.13. Issuing Agents-5304(d.1)

(a) *Designation.*

(1) The designation of issuing agents for temporary boat registration shall be limited to the Commission and Commission offices, county treasurers, businesses dealing in boats, boating equipment or sporting goods and temporary tag services or messenger services approved by the Department of Transportation for the issuance of temporary boat trailer registrations.

(2) An applicant seeking to become an issuing agent for temporary boat registrations shall complete and submit to the Commission an application on the form prescribed by the Commission and shall pay a one-time, nonrefundable fee of $250.00. Applications shall be accompanied by a bond in favor of the Commission in a minimum amount specified by the Executive Director or a designee.

(3) Upon being designated as an issuing agent, at least one employee of the new agent with primary responsibility for handling boat registrations shall successfully complete a training course offered by the Commission at its Harrisburg office or other location the Executive Director designates.

(b) *Maintaining an agency.*

(1) To maintain an agency, the agent shall issue at least 25 temporary boat registrations each calendar year, unless the Executive Director, for good cause shown, finds that unusual circumstances precluded the agent from issuing the minimum number of temporary boat registrations.

(2) To maintain an agency, the agent or a designee who is routinely involved in the issuance of temporary boat registrations shall successfully complete, at least once every 2 years, training offered by the Commission at a location designated by the Executive Director.

(c) *Insufficient number of agents.* If the Executive Director determines that a sufficient number of agents is not available in an area reasonably to address the needs of the boating public, the Executive Director may appoint additional agents from other interested individuals or reduce the number of temporary boat registrations that existing agents are required to issue during the year.

(d) *Change of address, telephone number or ownership.* An issuing agent shall notify the Commission, in writing, within 10 days after a change of address, telephone number or ownership of the agency.

(e) *Operation of an agency.*

(1) Issuing agents shall prominently display the hours of operation and fee schedule at the agent's premises.

(2) Issuing agents who conduct transactions via e-commerce shall maintain the same standards as non-e-commerce agents.

(3) Issuing agents shall retain copies of all applications and related documentation for the current calendar year and the 2 previous years.

(4) Issuing agents shall have access to nonpublic information concerning holders of boat registrations and titles, including their home addresses. Issuing agents who are provided nonpublic information about boat registration holders or boat owners in the course of their duties may not release or disclose the nonpublic information except for official purposes.

(5) Issuing agents shall permit the inspection during regular business hours of the agent's premises and business records by Commission employees designated by the Executive Director or officers authorized to enforce the code.

(f) *Issuance of temporary boat registrations.*

(1) An issuing agent is responsible for ensuring that the "Application for Pennsylvania Boat Registration and/or Boat Title" (Form REV-336) is fully completed. An issuing agent shall ensure that the Form REV-336 is legible and accurate.

(2) An issuing agent may not knowingly permit an applicant to provide false or misleading information on the Form REV-336 or related documentation. If an issuing agent suspects that an applicant has provided false or misleading information on the Form REV-336 or related documentation, the agent immediately shall notify the Commission. An issuing agent may not provide false or misleading information on the Form REV-336 or related documentation.

(3) An issuing agent shall issue a temporary boat registration only to the owner or co-owner of the boat being registered. An issuing agent shall verify the identity of the applicant by requiring that the applicant produce positive means of identification.

(4) An issuing agent shall issue, upon request, a temporary boat registration to any individual who properly completes the Form REV-336, submits the appropriate documentation and pays the applicable fees and Sales or Use Tax as required by the code and this chapter.

(5) An issuing agent shall issue a temporary boat registration only for new boats, used boats where ownership is being transferred and boats brought into this Commonwealth from another state.

(6) An issuing agent shall enter the expiration date (month/day/year) on the completed application which will be recognized as the boat's temporary registration.

(7) Within 10 days of the issuance of a temporary boat registration, the issuing agent shall submit to the Commonwealth a properly completed "Temporary Registration Summary Report" (Form PFBC-725) along with all applications, related documentation, applicable fees, and Sales and Use Tax as required by the Code, this chapter and the Handbook for Issuing Pennsylvania Boat Registrations and Titles.

(g) *Used boats sold by dealers.* An issuing agent may not submit to the Commission a Form REV-336 and related documentation from an applicant who purchased a used boat from a dealer and does not possess a properly completed "Dealer Notification of Boat Trade-In" (Form PFBC-TS1).

(h) *Acceptance of applications for permanent registrations or titles.* Within 10 days of the acceptance of the Form REV-336 and related documentation for a permanent registration or title, the issuing agent shall forward to the Commission, using the "Temporary Registration Summary Report" (Form PFBC-725), all applications, related documentation, applicable fees and Sales and Use Tax as required by the Code, this chapter and the Handbook for Issuing Pennsylvania Boat Registrations and Titles.

(i) *Commission offices.* The Commission will collect and deposit in the Boat Fund the $2 issuing agent fee for all temporary boat registrations issued by Commission offices and any boat registration renewals issued online.

(j) *Recall of agency.* The Commission may recall the agency of an issuing agent who violates the code or this chapter. A conviction of an offense under the code or this chapter is not a prerequisite to initiating an action to recall an agency. The Executive Director or a designee may initiate action to recall an agency by serving an order to show cause on the agent, which order will describe the alleged violation of the Code or this chapter. Proceedings to recall an agency shall be governed by 1 Pa. Code Part II (relating to general rules of administrative practice and procedure).

(k) *Renewal of boat registrations.* It is unlawful for a person, other than the Commission, Commission offices and on-line messenger services approved by the Department of Transportation, to issue renewals for boat registrations or collect the applicable fees.

Boat Registration Issuing Agent

Rules & Regulations

[Please carefully read these rules and regulations and sign on the last page]

§ 93.13. Issuing Agents-5304(d.1)

(a) *Designation.*

(1) The designation of issuing agents for temporary boat registration shall be limited to the Commission and Commission offices, county treasurers, businesses dealing in boats, boating equipment or sporting goods and temporary tag services or messenger services approved by the Department of Transportation for the issuance of temporary boat trailer registrations.

(2) An applicant seeking to become an issuing agent for temporary boat registrations shall complete and submit to the Commission an application on the form prescribed by the Commission and shall pay a one-time, nonrefundable fee of $250.00. Applications shall be accompanied by a bond in favor of the Commission in a minimum amount specified by the Executive Director or a designee.

(3) Upon being designated as an issuing agent, at least one employee of the new agent with primary responsibility for handling boat registrations shall successfully complete a training course offered by the Commission at its Harrisburg office or other location the Executive Director designates.

(b) *Maintaining an agency.*

(1) To maintain an agency, the agent shall issue at least 25 temporary boat registrations each calendar year, unless the Executive Director, for good cause shown, finds that unusual circumstances precluded the agent from issuing the minimum number of temporary boat registrations.

(2) To maintain an agency, the agent or a designee who is routinely involved in the issuance of temporary boat registrations shall successfully complete, at least once every 2 years, training offered by the Commission at a location designated by the Executive Director.

(c) *Insufficient number of agents.* If the Executive Director determines that a sufficient number of agents is not available in an area reasonably to address the needs of the boating public, the Executive Director may appoint additional agents from other interested individuals or reduce the number of temporary boat registrations that existing agents are required to issue during the year.

(d) *Change of address, telephone number or ownership*. An issuing agent shall notify the Commission, in writing, within 10 days after a change of address, telephone number or ownership of the agency.

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(1) Issuing agents shall prominently display the hours of operation and fee schedule at the agent's premises.

(2) Issuing agents who conduct transactions via e-commerce shall maintain the same standards as non-e-commerce agents.

(3) Issuing agents shall retain copies of all applications and related documentation for the current calendar year and the 2 previous years.

(4) Issuing agents shall have access to nonpublic information concerning holders of boat registrations and titles, including their home addresses. Issuing agents who are provided nonpublic information about boat registration holders or boat owners in the course of their duties may not release or disclose the nonpublic information except for official purposes.

(5) Issuing agents shall permit the inspection during regular business hours of the agent's premises and business records by Commission employees designated by the Executive Director or officers authorized to enforce the code.

(f) *Issuance of temporary boat registrations.*

(1) An issuing agent is responsible for ensuring that the "Application for Pennsylvania Boat Registration and/or Boat Title" (Form REV-336) is fully completed. An issuing agent shall ensure that the Form REV-336 is legible and accurate.

(2) An issuing agent may not knowingly permit an applicant to provide false or misleading information on the Form REV-336 or related documentation. If an issuing agent suspects that an applicant has provided false or misleading information on the Form REV-336 or related documentation, the agent immediately shall notify the Commission. An issuing agent may not provide false or misleading information on the Form REV-336 or related documentation.

(3) An issuing agent shall issue a temporary boat registration only to the owner or co-owner of the boat being registered. An issuing agent shall verify the identity of the applicant by requiring that the applicant produce positive means of identification.

(4) An issuing agent shall issue, upon request, a temporary boat registration to any individual who properly completes the Form REV-336, submits the appropriate documentation and pays the applicable fees and Sales or Use Tax as required by the code and this chapter.

(5) An issuing agent shall issue a temporary boat registration only for new boats, used boats where ownership is being transferred and boats brought into this Commonwealth from another state.

(6) An issuing agent shall enter the expiration date (month/day/year) on the completed application which will be recognized as the boat's temporary registration.

(7) Within 10 days of the issuance of a temporary boat registration, the issuing agent shall submit to the Commonwealth a properly completed "Temporary Registration Summary Report" (Form PFBC-725) along with all applications, related documentation, applicable fees, and Sales and Use Tax as required by the Code, this chapter and the Handbook for Issuing Pennsylvania Boat Registrations and Titles.

(g) *Used boats sold by dealers.* An issuing agent may not submit to the Commission a Form REV-336 and related documentation from an applicant who purchased a used boat from a dealer and does not possess a properly completed "Dealer Notification of Boat Trade-In" (Form PFBC-TS1).

(h) *Acceptance of applications for permanent registrations or titles.* Within 10 days of the acceptance of the Form REV-336 and related documentation for a permanent registration or title, the issuing agent shall forward to the Commission, using the "Temporary Registration Summary Report" (Form PFBC-725), all applications, related documentation, applicable fees and Sales and Use Tax as required by the Code, this chapter and the Handbook for Issuing Pennsylvania Boat Registrations and Titles.

(i) *Commission offices.* The Commission will collect and deposit in the Boat Fund the $2 issuing agent fee for all temporary boat registrations issued by Commission offices and any boat registration renewals issued online.

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(k) *Renewal of boat registrations.* It is unlawful for a person, other than the Commission, Commission offices and on-line messenger services approved by the Department of Transportation, to issue renewals for boat registrations or collect the applicable fees.