



Procedural Quick Update

#149

RE: New Process for Assigning Dealer Plates to Vehicles
Effective date: February 9, 2015
To: All MVD
From: Kimberly Hamerdinger, Training Manager – MVD Learn

[This is the latest in a series of procedural updates. These updates deal with specific MVD procedures and practices. Managers and Supervisors should consistently distribute the updates to all personnel and integrate them into regular information and training sessions.]

➤ **We've updated and improved the process for assigning dealer plates to vehicles.**

The old process

- Previously, when a dealership assigned a dealer plate to a vehicle, the transaction applied to the registration only. This caused the title history previously associated with the vehicle to be removed from the vehicle record.
- When a vehicle was sold by the dealership to a new owner, MVD could only issue a title in the new owner's name by processing a first-time, out-of-state title transaction.
- This created an error in our system, because the previous private owner's title and the new owner's title both show in the system as active.
- The Error Resolution Unit has spent many hours researching and resolving these errors.

The new and improved process

- Starting today, when a dealership assigns their dealer plate to the vehicle, the plate number and dealership information will apply in the system to both the registration and the title.
- However, because dealers are not required to apply for a new title, when they sell the vehicle, the new private owner will have the title that was signed over to the dealership, and then transferred to the new owner in hand.

- The clerk processing the transaction will need to be able to recognize that the information reflected in the system (registered owner, title owner) will not match the information on the title that the new owner presents.
- **And ... that's ok!** As long as the original owner signed their title transferring ownership to the dealership, and then the dealership signed that same title transferring ownership to the new private owner of the vehicle, the title transaction can and should be processed following the normal procedure for a title transfer.

Field office managers and supervisors should refer any comments or questions regarding this Procedural Quick Update to their Bureau Chiefs, with cc to kimberly.hamerdinger@state.nm.us.