MVD Procedural Quick Update   #28

RE: **Vehicle transaction fees**
Effective date: **Immediate**

Date: March 1, 2006
To: All MVD
From: Mac Lewis, MVD Policy and Procedures Manager

[*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.*]

A change has been made in MVD 2.0 to correct the fees charged when a duplicate title is issued with changes.

In the past, MVD 2.0 has <u>incorrectly</u> charged the customer for two transactions. MVD 2.0 now <u>correctly</u> treats issuance of a duplicate title with changes as a single transaction. This has reduced the total fee charged from $21.50 to $16.50.

Sec. 66-6-19, regarding vehicle transaction fees, defines a "transaction" to mean all operations necessary at one time with respect to one vehicle.

Until recently, when we issued a duplicate title with changes (i.e. add a name, change address, etc.) MVD 2.0 <u>incorrectly</u> charged administrative and transaction fees twice, once for the title and once for any changes. The amount charged to the customer included a basic duplicate title fee of $11.50 plus a $3.00 transaction fee and a $2.00 administrative fee = $16.50 for the duplicate title, plus another $3.00 transaction fee and $2.00 administrative fee = $5.00 for the change, for a total of $21.50.

That error has now been corrected in MVD 2.0, so that <u>the customer now pays the correct amount</u> – $16.50 for a duplicate title, whether or not there are any changes.

Field office managers and supervisors should refer any comments or questions regarding this Procedural Quick Update to their Bureau Chiefs, with cc to mac.lewis@state.nm.us. Others are encouraged to direct comments or questions directly to Mac Lewis, MVD Policy and Procedure Manager, at mac.lewis@state.nm.us.