

# Report of Sale/Temporary License Plates Status

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**Effective: January 1, 2019**

## New Policy

Dealers will **no longer** use pre-printed Report of Sale (ROS) (REG 51, REG 396, REG 397, REG 397A, and REG 398) forms. At the time of sale, **all** dealers and lessor-retailers **must** print the ROS form. If a vehicle does not display license plates, dealers **must** issue temporary license plates (TLPs).

The Department of Motor Vehicles (DMV) has contracted with Fairfax Imaging, Inc. to provide California-licensed dealers and lessor-retailers access to the QuickTags system, which will allow them to electronically report the sale of a vehicle and print ROS forms and TLPs.

Fairfax Imaging Inc. recently sent a letter on behalf of DMV to vehicle industry providing information on the TLP program such as QuickTags system, TLPs, training, workstation requirements, and how to register (see Attachment).

**IMPORTANT:** Read the attached letter to **understand** what course of action you are required to take.

Dealers that participate in the Business Partner Automation (BPA) program will have the option to use one of the authorized first-line service provider (FLSP) systems listed below:

- American Driving Records, Inc. (ADR)
- Automated Vehicle Registration Service, Inc. (AVRS)
- Dealertrack Registration and Titling Solutions
- Motor Vehicle Software Corporation (MVSC/VITU)

QuickTags and FLSP ROS-TLP systems will house the information contained on the ROS forms and TLPs issued, and electronically notify DMV of each sale.

TLPs will contain the following:

- TLP number
- ROS number
- Vehicle identification number (VIN)
- Vehicle make
- Vehicle year model
- Expiration date of 90 days from the date of sale
- Quick response (QR) code embedded with specified validation information

Each dealer will be responsible for ensuring issued TLPs are securely attached to the vehicle. The temporary identification portion of the ROS form must still be placed in the window of the vehicle at the time of sale and before the vehicle is driven off a dealer lot. If a TLP is damaged, lost, or stolen, the customer must return to the dealership that sold the vehicle to request a reprint or new TLP. DMV field offices, industry service centers, call centers, and registration processing units will not be able to provide these services. Information contained in the ROS/TLP database will be available to authorized requesters.

**NOTE:** TLP information inquiries to the ROS/TLP database after permanent license plates are issued will only return the permanent license plate number. A requestor must resubmit the inquiry request using the permanent license plate number following existing processes and procedures.

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### **Background**

Currently, vehicles may be operated up to 90 days without license plates after a retail sale. However, vehicles without license plates are difficult to track, which poses a safety issue to law enforcement personnel and an identification issue to parking/toll authorities. Assembly Bill (AB) 516 requires DMV to develop a system for a dealer or lessor-retailer to electronically report the sale of a vehicle and produce TLPs. AB 516 restricts access to the dealer reporting system to authorized users of the DMV Vehicle Registration and Occupational Licensing databases.

### **Reference**

*California Vehicle Code* §§1685, 4456, 4456.2, and 5201

### **Distribution**

Notification that this memo is available online at **www.dmv.ca.gov** under Publications and made via California DMV's Automated Email Alert System in November 2018 to the following:

- Dealers
- Lessor-Retailers
- Dismantlers
- Salespersons
- Business Partner Automation
- Registration Services

### **Reference**

*California Vehicle Code* §§1685, 4456, 4456.2, and 5201

### **Contact**

Questions regarding this memo may be directed to the OL Business Licensing Unit at (916) 229-3126.

Attachment (1)



# Fairfax Imaging, Inc.

One Solution - One Workflow - One Provider

October 3, 2018

Dealership Name  
Dealership Owner Name  
Dealership Owner Address  
City, State, Zip Code

Dear <Insert Dealership Owner Name>,

Re: California Assembly Bill (AB) 516 – Temporary License Plates

California Assembly Bill (AB) 516 was chaptered on July 25, 2016, with an implementation date of **January 1, 2019**.

This legislation creates a required new electronic issuance process and new temporary permits for use by dealers to issue Reports of Sale and Temporary License Plates. The California Department of Motor Vehicles (DMV) is working with Fairfax Imaging, dealers, and other stakeholders to ensure the new system meets their needs. The system is called **Quick Tags. Dealers and lessor-retailers that have First Line Service Providers should contact your providers for information as they may also be providing this service.**

### Benefit of the New Temporary License Plate (TLP)

- The new temporary license plate will tie the Report of Sale and Temporary License Plate to a specific vehicle, making it less of a target for theft.
- The new temporary license plate will be generated through a vendor-hosted system for dealers. For this new system, the DMV has selected Fairfax Imaging. Fairfax will be conducting a series of trainings statewide starting the month of October. The finalized training schedule will be published at a later date. Dealers can attend training either in person or online; in person training is not mandatory.
- The Report of Sale will be printed at the end of each transaction. The registration procedures that dealers currently follow will not change. With this system, dealers will print out the Report of Sale forms using a local computer and printer and process registration of vehicles sold in the same manner as currently processed, either by utilizing a First Line Business Provider, through DMV Industry Business Centers (IBCs), a registration service or by mail to the department.

### Temporary License Plate Design

- The new temporary license plate will be printed after entry of vehicle-specific information into the vendor-hosted system, Quick Tags. The applicable temporary license plate will print along with a Report of Sale vehicle registration receipt on any laser or ink-jet printer at a dealership. The temporary license plate will print on

paper ordered through Fairfax Imaging. Future details on ordering paper will be provided.

- There are two sizes available – one for vehicles such as automobiles, truck and trailers, and another for motorcycles.

#### Temporary License Plate Placement: Front and Rear of Vehicle

The new temporary license plate (TLP) is statutorily required to be mounted to the front and rear of the vehicle where a permanent license plate would be and dealer must affix the plates at the time of sale with a license plate bracket. A type of TLP paper approved by the state that meets required specification must be used when printing TLPs. It is strongly recommended that the TLP is secured using all four perforated holes to prevent flapping and ensure visibility of the plate.

#### Training - Vendor Hosted and Online System

Fairfax Imaging will be doing a series of statewide dealer trainings throughout the months of October and November. These trainings will be in the following cities:

- Sacramento
  - Redding
  - Oakland
  - Modesto
  - San Francisco
  - San Jose
  - Fresno
  - Bakersfield
  - Barstow
  - Santa Barbara
  - Pasadena
  - Los Angeles
  - Long Beach
  - Ontario
  - Anaheim
  - Riverside
  - Palm Desert
  - San Marcos Rancheros
  - San Diego
  - El Cajon
  - La Mesa
  - Chula Vista
- A complete schedule of training will be provided in the coming weeks. All training classes will require a minimum of 15 attendees, otherwise the class will be cancelled.

#### Minimum Workstation Requirements

Quick Tags is a web based product. Access to this environment from a user perspective is over a secure connection via https:// over the internet. Browsers must be compatible to meet minimum security requirements. Each browser is listed below with descriptions of versions that are compatible:

<b>Microsoft Edge</b>	<b>Compatible by default</b>
Desktop and mobile versions	Compatible by default
<b>Microsoft Internet Explorer (IE)</b>	<b>Review the <a href="#">Internet Explorer Support for TLSv1.2</a> article for detailed information and instructions.</b>
Desktop and mobile IE version 11	Compatible by default
Desktop IE versions 9 and 10	Capable when run in Windows 7 or newer, but not by default. Review the <a href="#">Internet Explorer Support for TLSv1.2</a> article to enable TLS 1.2 encryption. Windows Vista and older operating systems, such as Windows XP, are not compatible with TLS 1.2 encryption.
Desktop IE versions 8 and below	Not compatible
<b>Mozilla Firefox</b>	<b>Compatible with the most recent, stable version, regardless of operating system</b>
Firefox 27 and higher	Compatible by default
Firefox 23 to 26	Capable, but not by default.
Firefox 22 and below	Not compatible
<b>Google Chrome</b>	<b>Compatible with the most recent, stable version, regardless of operating system</b>
Google Chrome 38 and higher	Compatible by default
Google Chrome 22 to 37	Capable when run in Windows XP SP3, Vista, or newer (desktop), OS X 10.6 (Snow Leopard) or newer (desktop), or Android 2.3 (Gingerbread) or newer (mobile)
Google Chrome 21 and below	Not compatible
<b>Google Android OS Browser</b>	
Android 6.0 (Marshmallow) and higher	Compatible by default

Android 5.0 (Lollipop) and higher	Compatible by default
Android 4.4 (KitKat) to 4.4.4	Capable, but not by default.
Android 4.3 (Jelly Bean) and below	Not compatible
<b>Apple Safari</b>	
Desktop Safari versions 7 and higher for OS X 10.9 (Mavericks) and higher	Compatible by default
Desktop Safari versions 6 and below for OS X 10.8 (Mountain Lion) and below	Not compatible
Mobile Safari versions 5 and higher for iOS 5 and higher	Compatible by default
Mobile Safari for iOS 4 and below	Not compatible

### How to Register

To register your dealership for the system, we need the Dealership Owner's email address to start. Please send an email to [cadmv-quicktags@ffximg.com](mailto:cadmv-quicktags@ffximg.com) and provide the following information:

- Dealership Name
- Owner Name
- Owner Email Address
- Best Phone number to reach Owner

Once this information is received, further communications on training, registration and eventually access to the system will be provided by subsequent email communications. Kindly provide this information by October 11, 2018.

We understand this is a large implementation effort with a lot of information. We will work with you every step of the way. If you have additional questions or would like more detailed information email [cadmv-quicktags@ffximg.com](mailto:cadmv-quicktags@ffximg.com) and we will answer as quickly as possible.

Electronically printing Report of Sale (ROS) forms and Temporary License Plates is not an option. It is required by law. **Dealers and lessor-retailers that have First Line Service**

**Providers should contact your providers for information as they may also be providing this service.** All dealers have the option of utilizing our QuickTags service, it will be your choice. The DMV encourages dealership owners to register early and get dealership managers, salespersons trained to use the new system as soon as possible. After January 1, 2019 the old preprinted ROS forms will not be accepted.

On behalf of the California Department of Motor Vehicles and Fairfax Imaging, I wish you a warm welcome to our new Quick Tags solution, paving the way for a secure and state-of-the-art Report of Sale and Temporary License Plate system for the State of California.

Sincerely,

Donna Castello, PMP  
Vice President, Solution Delivery