Issue Date: November 22, 2019

New Information
The following report of sale (ROS) forms have been revised:
• Application for Registration of New Vehicle (REG 397, REV. 9/2019).
• Application for Registration of Multiple New Vehicles (REG 397A, REV. 9/2019).

Changes to REG 51 (See Attachment A)
Front page:
• DATE OPERATED (MO/DAY/YR) and COST fields have been switched.
• LICENSE NUMBER field has been revised to read LICENSE PLATE NUMBER.
• REMINDERS TO PERSONS PREPARING THIS REPORT section has the following changes:
  —Number 3 was removed.
  —The old number 4 is the new number 3, and has been revised.
• USED VEHICLE DEALER NOTICE/TEMPORARY IDENTIFICATION section has been moved to the last page (Customer Copy) with the following change:
  —TEMPORARY LICENSE PLATE NUMBER field has been revised to read TEMPORARY OR PERMANENT LICENSE PLATE NUMBER.

Second page:
• ADMINISTRATIVE SERVICE FEE NOTIFICATION section has been moved to the bottom of the second page (Dealer Copy).
• USED VEHICLE PURCHASER’S TEMPORARY OPERATING COPY section, which includes NOTICE TO PURCHASER, has been moved to the third page (Customer Copy).
• DATE OPERATED (MO/DAY/YR) and COST fields have been switched.
• LICENSE NUMBER field has been revised to read LICENSE PLATE NUMBER.
• REMINDERS TO PERSONS PREPARING THIS REPORT section has the following changes:
  —Number 3 was removed.
  —The old number 4 is the new number 3, and has been revised.
• Dealer Copy has been added to the bottom of this page.

Third page:
• USED VEHICLE DEALER NOTICE/TEMPORARY IDENTIFICATION section has been moved to this page.
• USED VEHICLE PURCHASER’S TEMPORARY OPERATING COPY section, which includes NOTICE TO PURCHASER, has been moved to this page.
Changes to REG 397 (See Attachment B)

Front page:
- NEW VEHICLE DEALER NOTICE TEMPORARY IDENTIFICATION section has been moved to the fifth page.
- DMV Copy has been added to the bottom of this page.
- ADMINISTRATIVE SERVICE FEE NOTIFICATION section has been moved from the second page to the bottom of this page.

Second page:
- ADMINISTRATIVE SERVICE FEE NOTIFICATION section has been moved to the bottom of the front page.
- A new REMINDERS TO PERSONS PREPARING THIS REPORT section has been added to the top of this page.
- NEW VEHICLE PURCHASER’S TEMPORARY OPERATING COPY section, which includes NOTICE TO PURCHASER, has been moved to the fifth page.
- DMV Copy has been added to the bottom of this page.

Third page:
- ADMINISTRATIVE SERVICE FEE NOTIFICATION section has been moved from the fourth page to the bottom of this page.
- Dealer Copy has been added to the bottom of this page.

Fourth page:
- ADMINISTRATIVE SERVICE FEE NOTIFICATION section has been moved to the bottom of the third page.
- A new section titled REMINDERS TO PERSONS PREPARING THIS REPORT has been added to the top of this page.
- Dealer Copy has been added to the bottom of this page.

Fifth page:
- NEW VEHICLE DEALER NOTICE/TEMPORARY IDENTIFICATION section has been moved to this page.
- NEW VEHICLE PURCHASER’S TEMPORARY OPERATING COPY section, which includes NOTICE TO PURCHASER, has been moved to this page.

Changes to REG 397A (See Attachment C)

Front page:
- A box has been added on the top right of the page designated for the ROS number.

Additional Changes for All ROS Forms
- YEAR/MODEL field has been split into two separate fields, creating a field for vehicle model.

[NOTE: Vehicle model information was added for dealer use only and will not be collected in the vehicle registration database.]

- PRIVACY NOTICE: DO NOT MAIL TO DMV (banner) has been updated with verbiage.
  —The last bullet point section has been reformatted to list the Department of Motor Vehicles (DMV) address in a single line.
Additional Changes for All ROS Forms, continued

• The words Section and Sections have been replaced by symbols § and §§ respectively.
• Vertical lines/borders within the BUSINESS, RESIDENCE, MAILING, DEALER, and LESSEE ADDRESS fields have been removed.

Procedures
Continue to accept both the old revision (REV. 1/2019) and new revision (REV. 9/2019) of ROS forms until further notice.

Background
The REG 51, REG 397, and REG 397A forms have been revised to add a vehicle model field, emphasize important information regarding the attachment of the temporary license plates, and streamline the forms.

References
Vehicle Industry Registration Procedures Manual §§6.025 and 8.010

Distribution
Notification that this memo is available online at dmv.ca.gov under Publications was made via California DMV’s Automated Email Alert System in November 2019.

Contact
Call the DMV Customer Communications Section at (916) 657-6560 for further clarification of this memo.

Attachments (3)
## REPORT OF SALE—USED VEHICLE

<table>
<thead>
<tr>
<th>FOR DEPARTMENT USE ONLY</th>
<th>CASHIER DATE LINE STAMP</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>MAKE</th>
<th>YEAR</th>
<th>MODEL</th>
<th>BODY TYPE</th>
<th>MOTIVE POWER</th>
<th>NUMBER OF AXLES</th>
<th>UNLOADED WEIGHT</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>VEHICLE IDENTIFICATION NUMBER</th>
<th>MOTORCYCLE ENGINE NUMBER OR ADDITIONAL IDENTIFICATION NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>LAST REGISTERED IN STATE OF</th>
<th>YEAR REGISTERED</th>
<th>LICENSE PLATE NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>IF RECLAIMED, JUNK OR SALVAGE—DISSOLUTION NOTICE OF ACQUISITION NUMBER</th>
<th>COUNTY OF RESIDENCE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SOLD TO</th>
<th>PRINT TRUE FULL NAME AS IT APPEARS ON THE DRIVER LICENSE OR ID CARD IN THE ORDER SHOWN BELOW</th>
<th>DRIVER LICENSE/ID CARD NO.</th>
</tr>
</thead>
<tbody>
<tr>
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</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>AND</th>
</tr>
</thead>
<tbody>
<tr>
<td>OR</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>BUSINESS OR RESIDENCE ADDRESS</th>
<th>APT/STE NO.</th>
<th>CITY</th>
<th>STATE</th>
<th>ZIP CODE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>MAILING ADDRESS—IF DIFFERENT FROM ABOVE OR LOCATION (FOR TRAILER, COACH, VESSEL)</th>
<th>APT/STE NO.</th>
<th>CITY</th>
<th>STATE</th>
<th>ZIP CODE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>DEALER'S NAME</th>
<th>SIGNATURE OF AUTHORIZED AGENT</th>
</tr>
</thead>
<tbody>
<tr>
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<table>
<thead>
<tr>
<th>ADDRESS</th>
<th>CITY</th>
<th>STATE</th>
<th>ZIP CODE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>DEALER'S NUMBER</th>
<th>SALESPERSON'S NUMBER OF OWNER, WARRIOR</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>SIGNATURE OF PURCHASER(S)</th>
<th>(1)</th>
<th>(2)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>X</td>
<td>X</td>
</tr>
</tbody>
</table>

## REMINDERS TO PERSONS PREPARING THIS REPORT

1. Purchaser(s) **must** sign Report of Sale.
2. Make sure Used Vehicle Dealer Notice/Temporary Identification is affixed to the vehicle before delivery.
3. Vehicles must have two license plates affixed (except motorcycles and trailers). If one or both license plates are damaged or missing, temporary license plates (TLPs) must be issued. TLPs must be securely attached to the vehicle using all four perforations in the corners of the TLP paper before the vehicle leaves the dealership. TLPs must be affixed to the vehicle in a manner that will prevent swinging and flapping.
# REPORT OF SALE—USED VEHICLE

<table>
<thead>
<tr>
<th>MAKE</th>
<th>YEAR</th>
<th>MODEL</th>
<th>DOOR TYPE</th>
<th>MOTIVE POWER</th>
<th>NUMBER OF AXLES</th>
<th>UNLADEN WEIGHT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**VEHICLE IDENTIFICATION NUMBER**

**LAST REGISTERED IN STATE OF**

**LICENSE PLATE NUMBER**

**COUNTY OF RESIDENCE**

**SOLD TO:** PRINT TRUE FULL NAME AS IT APPEARS ON THE DRIVER LICENSE OR ID CARD IN THE ORDER SHOWN BELOW

1. **LAST FIRST MIDDLE SUFFIX**
2. **DRIVER LICENSE/ID CARD NO.**

**MAILING ADDRESS—IF DIFFERENT FROM ABOVE OR LOCATION FOR TRAILER, COACH, OR VESSEL**

**APARTMENT NO. CITY STATE ZIP CODE**

**DEALER'S NAME**

**SIGNATURE OF AUTHORIZED AGENT**

**ADDRESS**

**CITY STATE ZIP CODE**

**DEALER'S NUMBER**

**SALESPERSON'S NUMBER OF OWNER, WIND OWNER**

**SIGNATURE OF PURCHASER(S):**

1. **X**
2. **X**

---

**REMINDERS TO PERSONS PREPARING THIS REPORT**

1. Purchaser(s) must sign Report of Sale.
2. Make sure Used Vehicle Dealer Notice/Temporary Identification is affixed to the vehicle before delivery.
3. Vehicles must have two license plates affixed (except motorcycles and trailers). If one or both license plates are damaged or missing, temporary license plates (TLPs) must be issued. TLPs must be securely attached to the vehicle using all four perforations in the corners of the TLP paper before the vehicle leaves the dealership. TLPs must be affixed to the vehicle in a manner that will prevent swinging and flapping.

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**ADMINISTRATIVE SERVICE FEE NOTIFICATION**

Pursuant to California Vehicle Code (CVC) §§4456 and 4456.1, in order to avoid Administrative Service Fees (ASF): 1) Submit application/fees in proper form to Business Partner Automation (BPA) Agent or DMV within 30 days of date of sale; 2) clear application within 50 days from date of sale or 30 days of the date BPA Agent or DMV first returned application, whichever is later. Refer to CVC §§4456 and 4456.1 for ASF assessment. Note: Mandatory BPA participants may only submit applications to a DMV office if they cannot be cleared electronically.

---

*Dealer Copy*
• Information provided to the Department of Motor Vehicles’ (DMV) Registration Operations Division as memorialized on this form is subject to the limitations in the Information Practices Act (Civil Code 1798 et seq.), the Driver’s Privacy Protection Act (18 U.S.C. 2721-2725), the California Vehicle Code (CVC) and other applicable state and federal laws and regulations.

• Personal information is collected under authority of the CVC, Divisions 3, 3.4, 3.6, and 4. The principal purposes within DMV for which this information is used are for the issuance of temporary and permanent license plates (when applicable) and issuance of vehicle title and registration.

• All information on this form is mandatory except where noted. Failure to provide the requested information is cause for refusal to issue or cancellation of a motor vehicle registration and/or title.

• DMV may verify the information and documents you provide with other governmental agencies.

• DMV shares your information with other governmental agencies, courts, law enforcement, and commercial entities as authorized by law. For more information regarding specific CVC Sections or how DMV shares your information, please see “How Information is Protected or Disclosed” available on the DMV website at dmv.ca.gov.

• You may obtain a copy of your vehicle registration record at dmv.ca.gov or at any DMV field office during regular office hours. To make an appointment to visit a DMV field office during regular business hours, call (800) 777-0133. To access your personal information in DMV records, or to request correction/amendment of your record, please see “IPA Guidelines” on the DMV website at dmv.ca.gov.

• DMV’s Privacy Policy is located at dmv.ca.gov under the “Privacy Policy” link at the bottom of the webpage.

• Questions regarding this Notice and regarding any system of records, location of records and the categories of any persons who use the information in those records should be addressed to: Department of Motor Vehicles, ATTN: Chief Privacy Officer – MS P127, PO Box 932328, Sacramento, CA 94232-3280.

--- FOR CUSTOMER ---

USED VEHICLE DEALER NOTICE/TMPORARY IDENTIFICATION

(Must be affixed to the vehicle before delivery to the purchaser)

<table>
<thead>
<tr>
<th>MAKE</th>
<th>YEAR</th>
<th>MODEL</th>
<th>BODY TYPE</th>
<th>VEHICLE IDENTIFICATION NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tr>
</tbody>
</table>

DEALER'S NUMBER | SALESPERSON'S NUMBER | TEMPORARY OR PERMANENT LICENSE PLATE NUMBER | DATE SOLD (RD., DAY, YR.)

Bold to: PRINT TRUE FULL NAME(S)

(1)

BUSINESS OR RESIDENCE ADDRESS

APPT/STE NO., CITY, STATE, ZIP CODE

NOTE: UPON TRANSFER OR SALE, DEALER MUST ENTER ODOMETER READING HERE: ___________________________________ IMPORTANT! ENTER BOTH DEALER’S AND SALESPERSON’S NUMBERS. This is a notice of purchase of vehicle. Do not use as an application for registration or title.

--- USED VEHICLE PURCHASER’S TEMPORARY OPERATING COPY ---

Pursuant to California Vehicle Code §4456, a vehicle displaying a copy of its Report of Sale (this document), and temporary license plates, may be operated without permanent license plates or registration card until either of the following, whichever occurs first: (1) the license plates and registration card are received by the purchaser; or (2) a 90-day period, commencing with the date of sale of the vehicle, has expired.

NOTICE TO PURCHASER

This is only a temporary identification and presupposes timely application for registration by the dealer. Once you receive your registration card and permanent license plates, remove this temporary operating copy and temporary license plates. (Note: Please allow 60 days for the dealer or lessor-retailer and the department to process your application; then if you have not received your registration card and the license plates assigned to this vehicle, contact your local Department of Motor Vehicles for assistance.)
APPLICATION FOR REGISTRATION OF NEW VEHICLE
FOR DEPARTMENT USE ONLY

<table>
<thead>
<tr>
<th>DATE FIRST SOLD AS NEW VEHICLE (MM/DD/YYYY)</th>
<th>DATE FIRST OPERATED (MM/DD/YYYY)</th>
<th>HLRMD</th>
<th>TEMPORARY LICENSE PLATE NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

MAKE
YEAR
MODEL
BODY TYPE
MOTIVE POWER
NUMBER OF AXLES
UNLADEN WEIGHT

VEHICLE IDENTIFICATION NUMBER
VIN, ENGINE NUMBER OR ADDITIONAL IDENTIFICATION NUMBER

FOR CAMP TRAILERS AND TRAILER COACHES
LENGTH IN INCHES
WIDTH IN INCHES
EQUIPMENT NUMBER
DRIVER LICENSED CARD NO.

SOLD TO:
PRINT TRUE FULL NAME AS IT APPEARS ON THE DRIVER LICENSE OR ID CARD IN THE ORDER SHOWN BELOW
(1)
AND
(2)

LAST
FIRST
MIDDLE
SUFFIX
DRIVER LICENSED CARD NO.

BUSINESS OR RESIDENCE ADDRESS
APT./STE., NO., CITY
STATE
ZIP CODE

MAILING ADDRESS—if different from above (or location if trailer coach)
APT./STE., NO., CITY
STATE
ZIP CODE

LENSHOLDER OR LEGAL OWNER—PRINT TRUE FULL NAME OF PERSON MUST PRINT “NONE” AND INITIAL

ELECTRONIC LENSHOLDER ID.
ELT#

BUSINESS OR RESIDENCE ADDRESS
APT./STE., NO., CITY
STATE
ZIP CODE

LEASEE ADDRESS—REQUIRED WHEN DIFFERENT FROM REGISTERED OWNER ABOVE
APT./STE., NO., CITY
STATE
ZIP CODE

If a passenger vehicle will it be used for hire or to provide a service of transporting passengers in conjunction with a business?
Yes
No

APPLICANT’S CERTIFICATION: I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

DATE
BUYER’S SIGNATURE(S)

(1) ★
(2) X

CERTIFICATE OF COST—The dealer signing the certification certifies under penalty of perjury under the laws of the State of California that the cost of the vehicle entered in the Certificate of Cost includes the cost of any equipment that is physically attached to the vehicle, plus any trade-in allowances (excluding state or local taxes, insurance and finance charges).

DATE PURCHASED/ACQUIRED
COST

A—Cost of vehicle purchased as

[] Complete vehicle

[] Chassis only

[] Cab and chassis

B—Cost of trailer coach including all permanently attached items (wall to wall carpeting, factory air conditioning, built-in appliances, etc.).

ODOMETER DISCLOSURE STATEMENT

Federal and state law requires that you state the mileage upon transfer of ownership. Failure to complete or making a false statement may result in fines and/or imprisonment.

The odometer reading is

[ ] [ ] [ ] [ ] (no tenths) miles, and to the best of my knowledge reflects the ACTUAL mileage unless one of the following statements is checked.

WARNING — [ ] is NOT the actual mileage. [ ] Mileage EXCEEDS the odometer mechanical limits.

I/we certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

DATE
SIGNATURE OF SELLER OR COMPANY AGENT
HAND PRINTED SELLER’S FULL NAME/COMPANY AGENT
ADDRESS

DATE
SIGNATURE OF BUYER OR COMPANY AGENT
HAND PRINTED BUYER’S FULL NAME/COMPANY AGENT
ADDRESS

ADMINISTRATIVE SERVICE FEE NOTIFICATION

Pursuant to California Vehicle Code (CVC) §§4456 and 4456.1, in order to avoid Administrative Service Fees (ASF): 1) Submit application/fees in proper form to Business Partner Automation (BPA) Agent or DMV within 20 days of date of sale; 2) clear application within 40 days from date of sale or 20 days of the date BPA Agent or DMV first returned application, whichever is later. Refer to CVC §§4456 and 4456.1 for ASF assessment. Note: Mandatory BPA participants may only submit applications to a DMV office if they cannot be cleared electronically.

—— DMV Copy ——
REMINDEERS TO PERSONS PREPARING THIS REPORT

1. Purchaser(s) must sign Report of Sale.
2. Make sure New Vehicle Dealer Notice/Temporary Identification is affixed to the vehicle before delivery.
3. Vehicles must have two license plates affixed (except motorcycles and trailers). If one or both license plates are damaged or missing, temporary license plates (TLPs) must be issued. TLPs must be securely attached to the vehicle using all four perforations in the corners of the TLP paper before the vehicle leaves the dealership. TLPs must be affixed to the vehicle in a manner that will prevent swinging and flapping.

STATEMENT OF SELLER FOR AUTOMOBILES, MOTORCYCLES, COMMERCIAL AND OFF-HIGHWAY VEHICLES

A dealer cannot advertise for sale, sell, or purchase for resale any new vehicle of a line make for which the dealer does not hold a franchise. (CVC §1713.1(1)(1))

The undersigned dealer certifies to the best of his/her knowledge and belief that:

The described vehicle is in compliance with all provisions of the CVC and the department regulations adopted pursuant to the CVC, applicable to the type of registration for which application is made, unless the vehicle is to be wrecked or dismantled.

The undersigned hereby certifies, under penalty of perjury, that he/she is an authorized representative of the dealer and that the described vehicle, prior to its being offered for sale and prior to sale:

- Had valid and appropriate California Emissions Label affixed to the vehicle or engine pursuant to Title 13, California Code of Regulations (CCR), Chapter 1, Article 2, §1965, or Title 13, CCR, Chapter 9, Article 3, §2413, and is in compliance with CVC §24007(b)(1).
- Was prepared in accordance with the manufacturer's pre-delivery instructions and that no alterations, adjustments or modifications have been made that may affect the emissions control unless the alterations, adjustments, or modifications were authorized by a California Air Resources Board (CARB) Executive Order.
- If this new vehicle was purchased from an auto auction, it must be in compliance with all statements and certifications in this document and must be factory-equipped with an emission system approved by CARB. (Health and Safety Code (HSC) §§43150 - 43152)
- If designated a highway-legal motorcycle with an engine having less than 60 cubic centimeter displacement, it was emissions certified for highway use by the United States Environmental Protection Agency.
- If an off-highway vehicle (OHV), it was certified emissions complaint by CARB, labeled by the manufacturer for sale and use in California, and will be issued a green sticker by Department of Motor Vehicles (DMV). If an OHV certified as NOT emissions complaint by CARB, it was coded with a “3” or a “C” in the eighth (8th) position of the Vehicle Identification Number, and will be issued a red sticker by DMV.

CERTIFICATION OF UNLADEN WEIGHT OF VEHICLE (FOR COMMERCIAL MOTOR VEHICLES ONLY)

The unladen weight of a vehicle shall be determined in accordance with CVC §§660 and 661 as set forth on the Report of Sale instructions. (For PTI trailers, provide estimated unladen weight on front of form.)

Dealers may certify the unladen weight for new commercial vehicles weighing up to 8,000 pounds unladen, over 10,001 pounds unladen, and for all trailers. A weight certificate is required for any two-axle or three-axle commercial vehicle between 8,001 and 10,000 pounds unladen.

The dealer or his/her authorized agent signing the dealer's certification hereon certifies that the unladen weight of the described vehicle is

DEALER’S CERTIFICATION

The undersigned dealer, in signing this document, certifies acknowledgement of an agreement of the Statement of Seller shown above and Certificate of Cost on reverse side. The dealer or his/her authorized agent further certifies that he/she has a valid franchise with the department, in Sacramento, to sell this new vehicle.

I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

<table>
<thead>
<tr>
<th>DEALER’S NAME (PRINT)</th>
<th>DEALER’S NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>ADDRESS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>CITY</th>
<th>STATE</th>
<th>ZIP CODE</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</table>

<table>
<thead>
<tr>
<th>SALESPERSON’S NAME (PRINT)</th>
<th>SALESPERSON’S NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>DATE</th>
<th>SIGNATURE OF AUTHORIZED AGENT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>X</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>NAME OF AUTHORIZED AGENT (PRINT)</th>
<th>DEALER’S TELEPHONE NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

--- DMV Copy ---
## Application for Registration of New Vehicle

### For Department Use Only

<table>
<thead>
<tr>
<th>Date First Sold as New Vehicle</th>
<th>Date First Operated</th>
<th>Serial Number</th>
<th>Temporary License Plate Number</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Make

<table>
<thead>
<tr>
<th>Year</th>
<th>Model</th>
<th>Body Type</th>
<th>Motive Power</th>
<th>Number of Axles</th>
<th>Unladen Weight</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Vehicle Identification Number

<table>
<thead>
<tr>
<th>VIN or Engine Number or Additional Identification Number</th>
<th>Motorcycle Dealers Only</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### For Camp Trailers and Trailer Coaches

<table>
<thead>
<tr>
<th>Length in Inches</th>
<th>Width in Inches</th>
<th>Manufacturer's Only</th>
<th>County of Residence</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Sold To: Print True Full Name as It Appears on the Driver's License or ID Card in the Order Shown Below

<table>
<thead>
<tr>
<th>Equipment Number</th>
<th>Driver's License/ID No.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### Business or Residence Address

<table>
<thead>
<tr>
<th>Apt./St., No.</th>
<th>City</th>
<th>State</th>
<th>Zip Code</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

### Mailing Address—If Different From Above

<table>
<thead>
<tr>
<th>Apt./St., No.</th>
<th>City</th>
<th>State</th>
<th>Zip Code</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

### Lienholder or Legal Owner—Print True Full Name of None Must Print "None" and Initial

<table>
<thead>
<tr>
<th>Electronic Lienholder ID.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
</tr>
</tbody>
</table>

### Business or Residence Address

<table>
<thead>
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<tbody>
<tr>
<td></td>
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</tr>
</tbody>
</table>

### Leasee Address—Required When Different From Registered Owner Above

<table>
<thead>
<tr>
<th>Apt./St., No.</th>
<th>City</th>
<th>State</th>
<th>Zip Code</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

### If a passenger vehicle, will it be used for hire or to provide a service of transporting passengers in conjunction with a business?

- [ ] Yes
- [x] No

### Applicant's Certification: I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

### Certificate of Cost—The dealer signing the certification certifies under penalty of perjury under the laws of the State of California that the cost of the vehicle entered in the Certificate of Cost includes the cost of any equipment that is physically attached to the vehicle, plus any trade-in allowances (exclude state or local taxes, insurance and finance charges).

<table>
<thead>
<tr>
<th>Date Purchased/Acquired</th>
<th>Cost</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

### A — Cost of vehicle purchased as:

- [ ] Complete vehicle
- [ ] Chassis only
- [ ] Cab and chassis

### B — Cost of trailer coach including all permanently attached items (wall to wall carpeting, factory air conditioning, built-in appliances, etc.):

### Odometer Disclosure Statement

Federal and state law requires that you state the mileage upon transfer of ownership. Failure to complete or making a false statement may result in fines and/or imprisonment.

The odometer reading is [ ] [ ] [ ] [ ] [ ] [ ] (no tenths) miles, and to the best of my knowledge reflects the ACTUAL mileage unless one of the following statements is checked.

**WARNING** — [ ] Is NOT the actual mileage. [ ] Mileage EXCEEDS the odometer mechanical limits.

I/We certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

### Dealer Copy

Pursuant to California Vehicle Code (CVC) §4456 and 4456.1, in order to avoid Administrative Service Fees (ASF): 1) Submit application/fees in proper form to Business Partner Automation (BPA) Agent or DMV within 20 days of date of sale; 2) clear application within 40 days from date of sale or 20 days of the date BPA Agent or DMV first returned application, whichever is later. Refer to CVC §§4456 and 4456.1 for ASF assessment. Note: Mandatory BPA participants may only submit applications to a DMV office if they cannot be cleared electronically.
REMINDS TO PERSONS PREPARING THIS REPORT

1. Purchaser(s) must sign Report of Sale.
2. Make sure New Vehicle Dealer Notice/Temporary Identification is affixed to the vehicle before delivery.
3. Vehicles must have two license plates affixed (except motorcycles and trailers). If one or both license plates are damaged or missing, temporary license plates (TLPs) must be issued. TLPs must be securely attached to the vehicle using all four perforations in the corners of the TLP paper before the vehicle leaves the dealership. TLPs must be affixed to the vehicle in a manner that will prevent swinging and flapping.

STATEMENT OF SELLER FOR AUTOMOBILES, MOTORCYCLES, COMMERCIAL AND OFF-HIGHWAY VEHICLES

A dealer cannot advertise for sale, sell, or purchase for resale any new vehicle of a line-make for which the dealer does not hold a franchise. (CVC §1713.1(f)(1))

The undersigned dealer certifies to the best of his/her knowledge and belief that:

The described vehicle is in compliance with all provisions of the CVC and the department regulations adopted pursuant to the CVC, applicable to the type of registration for which application is made, unless the vehicle is to be wrecked or dismantled.

The undersigned hereby certifies, under penalty of perjury, that he/she is an authorized representative of the dealer and that the described vehicle, prior to its being offered for sale and prior to sale:

- Had valid and appropriate California Emissions Label affixed to the vehicle or engine pursuant to Title 13, California Code of Regulations (CCR), Chapter 1, Article 2, §1965, or Title 13, CCR, Chapter 9, Article 3, §2413, and is in compliance with CVC §24097(b)(1).
- Was prepared in accordance with the manufacturer's pre-delivery instructions and that no alterations, adjustments or modifications have been made that may affect the emissions control unless the alterations, adjustments, or modifications were authorized by a California Air Resources Board (CARB) Executive Order.
- If this new vehicle was purchased from an auto auction, it must be in compliance with all statements and certifications in this document and must be factory-equipped with an emission system approved by CARB. (Health and Safety Code (HSC) §§43150 - 43152)
- If designated a highway-legal motorcycle with an engine having less than 60 cubic centimeter displacement, it was emissions certified for highway use by the United States Environmental Protection Agency.
- If an off-highway vehicle (OHV), it was certified emissions compliant by CARB, labeled by the manufacturer for sale and use in California, and will be issued a green sticker by Department of Motor Vehicles (DMV). If an OHV certified as NOT emissions compliant by CARB, it was coded with a “3” or “C” in the eighth (8th) position of the Vehicle Identification Number, and will be issued a red sticker by DMV.

CERTIFICATION OF UNLADEN WEIGHT OF VEHICLE (FOR COMMERCIAL MOTOR VEHICLES ONLY)

The unladen weight of a vehicle shall be determined in accordance with CVC §§660 and 661 as set forth on the Report of Sale instructions. (For PTI trailers, provide estimated unladen weight on front of form.)

Dealers may certify the unladen weight for new commercial vehicles weighing up to 8,000 pounds unladen, over 10,001 pounds unladen, and for all trailers. A weight certificate is required for any two-axle or three-axle commercial vehicle between 8,001 and 10,000 pounds unladen.

The dealer or his/her authorized agent signing the dealer's certification hereon certifies that the unladen weight of the described vehicle is __________ pounds, including optional equipment and accessories.

DEALER'S CERTIFICATION

The undersigned dealer, in signing this document, certifies acknowledgement of an agreement of the Statement of Seller shown above and Certificate of Cost on reverse side. The dealer or his/her authorized agent further certifies that he/she has a valid franchise with the department, in Sacramento, to sell this new vehicle.

I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

DEALER'S NAME (PRINT)

ADDRESS

CITY STATE ZIP CODE

SALESPERSON'S NAME (PRINT)

SALESPERSON'S NUMBER

DATE

SIGNATURE OF AUTHORIZED AGENT

NAME OF AUTHORIZED AGENT (PRINT)

DEALER'S TELEPHONE NUMBER

—— Dealer Copy ——
CUSTOMER COPY — DO NOT MAIL TO DMV
PRIVACY NOTICE

- Information provided to the Department of Motor Vehicles (DMV) Registration Operations Division as memorialized on this form is subject to the limitations in the Information Practices Act (Civil Code 1798 et seq.), the Driver’s Privacy Protection Act (18 U.S.C. 2721-2726), the California Vehicle Code (CVC) and other applicable state and federal laws and regulations.

- Personal information is collected under authority of the CVC, Divisions 3, 3.4, 3.6, and 4. The principal purposes within DMV for which this information is used are for the issuance of temporary and permanent license plates (when applicable) and issuance of vehicle title and registration.

- All information on this form is mandatory except where noted. Failure to provide the requested information is cause for refusal to issue or cancellation of a motor vehicle registration and/or title.

- DMV may verify the information and documents you provide with other governmental agencies.

- DMV shares your information with other governmental agencies, courts, law enforcement, and commercial entities as authorized by law. For more information regarding specific CVC Sections or how DMV shares your information, please see “How Information is Protected or Disclosed” available on the DMV website at dmv.ca.gov.

- You may obtain a copy of your vehicle registration record at dmv.ca.gov or at any DMV field office during regular office hours. To make an appointment to visit a DMV field office during regular business hours, call (800) 777-0133. To access your personal information in DMV records, or to request correction/amendment of your record, please see “IPPA Guidelines” on the DMV website at dmv.ca.gov.

- DMV’s Privacy Policy is located at dmv.ca.gov under the “Privacy Policy” link at the bottom of the webpage.

- Questions regarding this Notice and regarding any system of records, location of records and the categories of any persons who use the information in those records should be addressed to: Department of Motor Vehicles, ATTN: Chief Privacy Officer – MS F127, PO Box 932328, Sacramento, CA 94232-3280.

---

NEW VEHICLE DEALER NOTICE TEMPORARY IDENTIFICATION
(Must be affixed to the vehicle before delivery to the purchaser)

<table>
<thead>
<tr>
<th>MAKE</th>
<th>YEAR</th>
<th>MODEL</th>
<th>BODY TYPE</th>
<th>VEHICLE IDENTIFICATION NUMBER</th>
</tr>
</thead>
</table>

DEALER’S NUMBER |

SALESPERSON’S NUMBER |

TEMPORARY LICENSE PLATE NUMBER |

DATE FIRST SOLD AS A NEW VEHICLE (MM/DD/YYYY)

SOLD TO: PRINT TRUE FULL NAME(S)

ADDRESS

NOTE: UPON TRANSFER OR SALE, DEALER MUST ENTER COMETTER READING HERE: [ ] [ ] [ ] [ ] [ ]

IMPORTANT! ENTER BOTH DEALER’S AND SALESPERSON’S NUMBERS. THIS IS A NOTICE OF PURCHASE OF VEHICLE. DO NOT USE AS AN APPLICATION FOR REGISTRATION OR TITLE.

---

NEW VEHICLE PURCHASER’S TEMPORARY OPERATING COPY

Pursuant to California Vehicle Code §4456, a vehicle displaying a copy of its Report of Sale (this document), and temporary license plates, may be operated without permanent license plates or registration card until either of the following, whichever occurs first: (1) the license plates and registration card are received by the purchaser; or (2) a 90-day period, commencing with the date of sale of the vehicle, has expired.

NOTICE TO PURCHASER

This is only a temporary identification and presupposes timely application for registration by the dealer. Once you receive your registration card and permanent license plates, remove this temporary operating copy and temporary license plates. (Note: Please allow 60 days for the dealer or lessor-retailer and the department to process your application; then, if you have not received your registration card and the license plates assigned to this vehicle, contact your local Department of Motor Vehicles for assistance.)
# Application for Registration of Multiple New Vehicles

## Applicant Information

<table>
<thead>
<tr>
<th>Field</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Make</td>
<td></td>
</tr>
<tr>
<td>Body Type</td>
<td></td>
</tr>
<tr>
<td>Year</td>
<td></td>
</tr>
<tr>
<td>Model</td>
<td></td>
</tr>
<tr>
<td>motive power</td>
<td></td>
</tr>
<tr>
<td>No. of axles</td>
<td></td>
</tr>
<tr>
<td>Unladen weight</td>
<td></td>
</tr>
</tbody>
</table>

## Date and Location Information

<table>
<thead>
<tr>
<th>Field</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date first sold</td>
<td></td>
</tr>
<tr>
<td>Date first operated</td>
<td></td>
</tr>
<tr>
<td>County where vehicles are based</td>
<td></td>
</tr>
</tbody>
</table>

## Date Purchased

<table>
<thead>
<tr>
<th>Field</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Date purchased</td>
<td></td>
</tr>
<tr>
<td>Cost</td>
<td></td>
</tr>
<tr>
<td>On-Highway</td>
<td>No</td>
</tr>
<tr>
<td>Off-Highway</td>
<td>No</td>
</tr>
</tbody>
</table>

## Registered Owner (1)

<table>
<thead>
<tr>
<th>Field</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Last name</td>
<td></td>
</tr>
<tr>
<td>First name</td>
<td></td>
</tr>
<tr>
<td>Middle name</td>
<td></td>
</tr>
<tr>
<td>Cal/Eq/OD Card No. (if applicable)</td>
<td></td>
</tr>
</tbody>
</table>

## Legal Owner or Lienholder (1)

<table>
<thead>
<tr>
<th>Field</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Last name</td>
<td></td>
</tr>
<tr>
<td>First name</td>
<td></td>
</tr>
<tr>
<td>Middle name</td>
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<td>Cal/Eq/OD Card No. (if applicable)</td>
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## Address

<table>
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</thead>
<tbody>
<tr>
<td>City</td>
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</tr>
<tr>
<td>State</td>
<td></td>
</tr>
<tr>
<td>Zip Code</td>
<td></td>
</tr>
</tbody>
</table>

## Additional Information

- I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

## Vehicles to Be Registered

<table>
<thead>
<tr>
<th>Field</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Vehicle Identification #</td>
<td></td>
</tr>
<tr>
<td>Equipment #</td>
<td></td>
</tr>
<tr>
<td>Odometer</td>
<td></td>
</tr>
<tr>
<td>Vehicle Identification #</td>
<td></td>
</tr>
<tr>
<td>Equipment #</td>
<td></td>
</tr>
<tr>
<td>Odometer</td>
<td></td>
</tr>
</tbody>
</table>

## Federal Law

FEDERAL LAW REQUIRES THAT YOU STATE THE MILEAGE UPON TRANSFER OF OWNERSHIP. FAILURE TO COMPLETE OR PROVIDING A FALSE STATEMENT MAY RESULT IN FINES AND/OR IMPRISONMENT.

The odometer reading shown above is the actual mileage for each vehicle unless the following is checked:

- WARNING—ODOMETER DISCREPANCY. The mileage is not the actual mileage and should not be relied upon.

- I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

## Signature and Acknowledgment

- Date: X
- Signature of Buyer: X
- Hand Printed Name of Buyer: X

REG 397A (REV. 9/2019) UH
ADMINISTRATIVE SERVICE FEE NOTIFICATION

In order to avoid an Administrative Service Fee of $25 per vehicle, this application for these vehicles must be returned to the Department of Motor Vehicles in proper form on or before __________. Refer to California Vehicle Code (CVC) §§44565 and 44561 for Administrative Service Fee assessment.

CERTIFICATE BY SELLER

The undersigned dealer and its authorized agent certifies that the vehicles listed on the Report of Sale are identical in make, body type, year model, smog equipment, motive power, unladen weight, number of axles, cost value, registered owner and legal owner. These vehicles will not be operated without license plates and stickers.

The dealer and its authorized agent also certifies that the odometer readings shown on the Report of Sale are true and correct.

I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

<table>
<thead>
<tr>
<th>DATE</th>
<th>DEALER NAME</th>
<th>OT (AUTHORIZED AGENT)</th>
<th>DEALER NUMBER</th>
</tr>
</thead>
</table>

STATEMENT OF SELLER FOR AUTOMOBILES, MOTORCYCLES, COMMERCIAL AND OFF-HIGHWAY VEHICLES

The undersigned dealer certifies to the best of his/her knowledge and belief that:

. . . . . . . All statements made in this application are true and correct.

. . . . . . . The described vehicles are in compliance with all provisions of the CVC and the department regulations adopted pursuant to the CVC, applicable to the type of registration for which application is made, unless the vehicles are to be wrecked or dismantled.

. . . . . . . The undersigned hereby certifies, under penalty of perjury, that he/she is an authorized representative of the dealer and that the described vehicles, prior to being offered for sale and prior to sale:

- Had valid and appropriate California Emissions Label affixed to the vehicles or engines pursuant to Title 13, California Code of Regulations (CCR), Chapter 1, Article 2, §1955; or Title 13, CCR, Chapter 9, Article 3, §2413, and are in compliance with CVC §24007(b)(1).

- Were prepared in accordance with the manufacturer’s pre-delivery instructions and that no alterations, adjustments or modifications have been made that may affect the emissions control unless the alterations, adjustments, or modifications were authorized by a California Air Resources Board (CARB) Executive Order.

- If designated highway-legal motorcycles with engines having less than 50 cubic centimeter displacement, they were emissions certified for highway use by the United States Environmental Protection Agency.

- If off-highway vehicles, they were certified emissions compliant by CARB, labeled by the manufacturer for sale and use in California, and will be issued a green sticker by Department of Motor Vehicles (DMV).

- If off-highway vehicles certified as NOT emissions compliant by CARB, they were coded with a “3” or a “C” in the eighth (8th) position of the Vehicle Identification Number, and will be issued a red sticker by DMV.

CERTIFICATION OF UNLADEN WEIGHT OF VEHICLES

(For Commercial Motor Vehicles Only)

The unladen weight of a vehicle shall be determined in accordance with CVC §§890 and 681 as set forth on the Report of Sale instructions. (For PTI trailers, provide estimated unladen weight on front of form.)

Dealers may certify the unladen weight for new commercial vehicles weighing up to 8,000 pounds unladen, over 10,001 pounds unladen, and for all trailers. A weight certificate is required for any two-axle or three-axle commercial vehicle between 8,001 and 10,000 pounds unladen.

The dealer or his/her authorized agent signing the dealer’s certification hereon certifies that the unladen weight of the described vehicle is ______________ pounds, including optional equipment and accessories.

Certification: The undersigned dealer and its authorized agent, in signing this document, certifies acknowledgment of an agreement of the Statement of Seller shown above and Certificate of Cost on reverse side. The dealer and authorized agent further certifies that he/she has a valid franchise on file with the department, in Sacramento, to sell this new vehicle.

I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

<table>
<thead>
<tr>
<th>DEALER’S NAME</th>
<th>BY</th>
<th>DEALER NUMBER</th>
</tr>
</thead>
<tbody>
<tr>
<td>ADDRESS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>CITY</td>
<td>STATE</td>
<td>ZIP CODE</td>
</tr>
<tr>
<td>SALESPERSON’S NAME (PRINT)</td>
<td>SALESPERSON’S NUMBER</td>
<td></td>
</tr>
</tbody>
</table>
• Information provided to the Department of Motor Vehicles’ (DMV) Registration Operations Division as memorialized on this
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(18 U.S.C. 2721-2725), the California Vehicle Code (CVC) and other applicable state and federal laws and regulations.

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• All information on this form is mandatory except where noted. Failure to provide the requested information is cause for refusal
to issue or cancellation of a motor vehicle registration and/or title.

• DMV may verify the information and documents you provide with other governmental agencies.

• DMV shares your information with other governmental agencies, courts, law enforcement, and commercial entities as
authorized by law. For more information regarding specific CVC Sections or how DMV shares your information, please see
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