APPLICATION REQUIREMENTS
FOR VEHICLE TRANSPORTER LICENSE

PURPOSE

The purpose of this pamphlet is to assist the prospective transporter by describing the requirements to obtain a vehicle transporter license from the Department of Motor Vehicles (DMV).

WHAT IS A TRANSPORTER?

A “transporter” is a person engaged in the business of moving any owned or lawfully possessed vehicle by lawful methods over the highways for the purpose of delivery of such vehicles to dealers, sales agents of a manufacturer, purchasers, or to a new location as requested by the owner.

The term “transporter” does not include a person engaged in the business of operating a tow car. CVC Section 645

BACKGROUND INVESTIGATION

A background investigation is conducted on all applicants. Failure to disclose convictions or providing incorrect information on the application may result in the refusal or denial of your license. The department may refuse to issue a license to any applicant who has been convicted of a crime or committed any act or engaged in any conduct involving moral turpitude which is substantially related to the qualifications or duties of the licensed activity. A conviction based on plea of nolo contendere is a conviction within the meaning of this section. Persons previously working under a license issued by DMV, which was revoked or suspended for cause may also be denied a license. In addition, the California Code of Regulations (CCR) and other sections of the California Vehicle Code provides guidelines used by the department in determining whether a license should be issued. CCR, Title 13, Chapter 1

REQUIREMENTS FOR A VEHICLE TRANSPORTER LICENSE

CVC Sections 9262 and 11700 et seq.

Every applicant for a vehicle transporter’s license must:
• File an application with the department.
• Pay all required fees. CVC Section 11701

VEHICLE TRANSPORTER LICENSING FEES

The fees to become a licensed vehicle transporter are:
• $100 Non-refundable application fee
• $ 1 Family Support Program
• $ 50 Each branch location (if applicable)
• $ 70 Each transporter plate, plus county fees (if applicable)

The Family Support Program fee is paid on original, renewal, and reinstatement applications.
VEHICLE TRANSPORTER LICENSE FORMS

An application for a vehicle transporter license consists of the following form:

- **OL 201** Transporter Application Check List
- **OL 12** Application for Original Occupational License, Part C
- **OL 21A** Application for Occupation License, Part A
- **OL 29B** Application for Occupational License Personal History Questionnaire, Part B
  Required for each person listed under ownership on form OL 12.
- **ADM 9050** Appointment of Director as Agent for Service of Process
- **DMV 8016** Request for Live Scan Service (yellow copy)
  Required for each person listed under ownership on form OL 29B.
  Out-of-state applicants call Occupational Licensing at (916) 229-3126 for Fingerprint Card (ADM 1316).

THE FOLLOWING DOCUMENTS ARE ALSO REQUIRED AS PART OF THE APPLICATION PACKAGE

- **Corporation, Limited Liability Company, or Limited Liability Partnership Owned Businesses Only**
  A copy of the Articles of Incorporation, Corporate Minutes or other document filed with the Secretary of State, which identifies the officers, share holders and mangers.

- **Photograph(s) of Business Location**
  Submit a photograph that clearly shows the place of business (exterior of building and/or property), posted business name sign and area for licensed activity.

ADDITIONAL ITEMS

The following may be required by other agencies:

Copy of permit from Department of Transportation (CalTrans) for movement of over wide objects (if applicable)
- State transporters are also licensed by Public Utilities Commission
- Interstate transporters are also licensed by U.S. Interstate Commerce Commissions

VEHICLE TRANSPORTER RENEWAL FEES

The fees to renew a vehicle transporter license are:

- **$ 1** Family Support Program
- **$ 85** Renewal application fee
- **$ 50** Renewal of branch location (each location)
- **$ 69** Each transporter plate, plus county fees (if applicable)

The Family Support Program fee is paid on original, renewal, and reinstatement applications.
VEHICLE TRANSPORTER LICENSE RENEWAL FORM

• OL 45 Renewal Application

FEES TO CHANGE A VEHICLE TRANSPORTER LICENSE

The fees to change a vehicle transporter license are:

• $ 50 Name change
• $ 50 Address change
• $ 50 Add a branch
• $ 70 Officer Change

FORMS TO CHANGE A VEHICLE TRANSPORTER LICENSE

Form(s) to change your existing vehicle transporter license:

• OL 21 Application for Modification to Occupational License
• OL 22 Application for Occupational License Special Plates, Stickers, Registration Cards and Duplicate License
• OL 247 Report or Replace Lost, Stolen or Surrendered Occupational License Special Plates
• OL 15 Certificate of Corporate Officers and/or Director Change
• OL 15A Limited Liability Company Member and/or Manager Change

VEHICLE TRANSPORTER LICENSE – FREQUENTLY ASKED QUESTIONS

Listed below are the most frequently asked questions. This list is not all inclusive nor is it intended to be. If you have any questions, please contact your local Inspector. Contact information available at www.dmv.ca.gov/fo/inspector_office.htm.

Where can I obtain application forms?

All forms can be downloaded from the internet. Further licensing information is contained in the application package at www.dmv.ca.gov/vehindustry/ol/transporter.htm.

How long will it take for the department to process my application?

The average time for processing an application may be up to 120 days to allow the department time for investigation and processing of the license.

Does the department issue temporary permits?

Pending the satisfaction of the department that the applicant has met the requirements for the license, the department may issue a temporary permit for a period not to exceed 120 days while it completes its investigation and determination of all facts relative to the qualifications of the applicant for the license. CVC Section 11719
Vehicle Transporter License – Frequently Asked Questions (continued)

Where do I file my application?
Application packages for vehicle transporters are submitted to:
Department of Motor Vehicles
Occupational Licensing Branch
P.O. Box 932342 MS L224
Sacramento, CA 94232-3420

Where do I call if I have questions?
If you have general licensing questions you may call (916) 229-3126.

What is the license renewal period?
The vehicle transporter’s license is renewed annually the first two years, then every two years based on the month the original license was issued. Renewals should be made before the expiration of the license. If you do not renew your license before it expires, you may renew your license within thirty (30) days following the expiration date by paying the annual renewal fee and a penalty equal to 100 percent of the original application fee. Renewals will not be accepted for licenses that have been expired for more than 30 days.

About 45 days before the expiration of your license you should receive a courtesy notice for renewal. After you complete the courtesy notice, you will need to mail your renewal form and fees to:

Department of Motor Vehicles
Occupational Licensing Branch
P.O. Box 932342 MS L224
Sacramento, CA 94232-3420

If you do not receive a courtesy notice please call (916) 229-3126.

How do I get additional plates, replacement plates, stickers only, or a duplicate registration card?
You will need to fill out form OL 22 for additional plates, replacement plates, stickers only, or a duplicate registration card and submit to your local Inspector, address available at www.dmv.ca.gov/fo/inspector_office.htm.