Effective: Immediately

New Information
The Verification of Vehicle (REG 31) form was revised (see Attachment A) and is available at www.dmv.ca.gov.

Effective January 1, 2018, only accept the REG 31 (REV. 9/2017) unless the REG 31 (REV. 2/2016) was completed on or before December 31, 2017.

NOTE: Vehicle verifications completed prior to December 31, 2017, on a REG 31 (REV. 2/2016) may be accepted provided the verification is submitted to the Department of Motor Vehicles (DMV) on or before March 31, 2018.

Changes to the REG 31
Front page:
• Vehicle Description—on the top right of the form, a box was added for off-highway vehicles (OHV) to indicate whether the emissions are complying or noncomplying.
• Section 6—Secondary Vehicle Identification Number (VIN)—the secondary VIN section was removed. 1970 and newer model year vehicles (except OHVs) must have two points of verification. The U.S. Federal Certification Label is the only acceptable secondary point of verification for 1970 and newer vehicles and serves two purposes:
  —As a secondary verification of the public VIN.
  —To indicate the vehicle complies with U.S. Federal Motor Vehicle Safety Standards (US FMVSS).

NOTE: Only the California Highway Patrol (CHP) may search for an alternative VIN other than the U.S. Federal Certification Label. If the vehicle is street legal, but the applicant is applying for OHV registration, the vehicle must have U.S. Federal Certification and emission labels applicable to the street legal model year. The U.S. Federal Certification Label is not required on 1969 or older year model vehicles.

• Section 9—Emission Label Indicates—the section heading was updated to include “All vehicles—1968 and newer model years, except: motorcycles—1978 and newer model years, heavy duty original equipment manufacturer (OEM) diesel vehicles—1980 and newer model years, OHV—2003 and new model years.”

• Emission Label Test Group or Engine Family Number—below Section 9 (next to Remarks) a box was added. An Emission Label Test Group or Engine Family Number is located on emission labels and must be collected for model year vehicles listed in Section 9.
  —Test Group is most common for automobiles.
  —Engine Family is most common for motorcycles and OHVs.
  —Test Group and Engine Family may be shown on the label as Group, ENG, Family, or Emission Family.
  —A motorcycle emission label may be on the frame or under the seat or box compartment.
Changes to the REG 31, continued

**NOTE:** Do not indicate the evaporative (EVAP) or permeation (PERM) family numbers, which are also present on emission labels. Test Group and Engine Family Numbers will always have a decimal point (EXAMPLE: EFMXT03.73DP). EVAP and PERM family numbers will not have a decimal point (EXAMPLE: EFMXR0265NBV) (see Attachment B).

- **Remarks**—below Section 9, if a “See Remarks” box is checked on the REG 31, a remark must be entered in this section with enough information and detail for it to be understood. **EXAMPLE:** “document faded; unable to read VIN” versus only writing “VIN” with no other explanation.

**Back page:**
- **Body Type Model (BTM) Codes**—in the Commercial column of this section, “Cargo Cutaway” BTM was changed to “Box/Cargo Cutaway” BTM. A box truck, also known as a “cutaway,” is a commercial vehicle that has a cab and fully enclosed separate rectangular-shaped box for storage/cargo with a rear-facing door for loading and unloading.

**Additional Information**

Control arms connect the vehicle’s front suspension to the frame. Control arms are considered axles for vehicle verification purposes. For example, a regular four-wheel pickup will have control arms in the front and a straight axle in the rear, which makes it a two-axle vehicle.

**Procedures**

Order revised REG 31 (REV. 9/2017) forms using normal supply channels. Upon receipt of the revised REG 31 (REV. 9/2017) forms, recycle existing stock of prior versions following current procedures. A blanket shipment will not be sent.

**Background**

The REG 31 was revised to add fields and clarify important information.

**References**

*Vehicle Industry Registration Procedures Manual*, Chapters 1 and 15

Attachments (2)
VERIFICATION OF VEHICLE
NOT TO BE COMPLETED BY APPLICANT

To be acceptable by DMV, this form must be legible, hand printed in black or blue ink, and completed IN FULL by an authorized DMV representative, California licensed vehicle verifier, authorized auto club employee, or peace officer who has been properly trained to perform vehicle verifications, while PHYSICALLY inspecting complete and assembled vehicles. See reverse for additional information and verifier restrictions.

WARNING: Any missing sections, alterations, cross-outs, or erasures (even when initialed) will void this form and a new verification must be completed. Mark all areas/sections which do not apply as non-applicable (N/A); do not leave blank. All numbered sections (1-9) below must have at least one box checked in each section. The vehicle may also be subject to verification by the California Highway Patrol (CHP).

LICENSE PLATE NUMBER STATE EXPIRATION DATE NUMBER OF AXLESousy POWER (FUEL)
☐ None ☐ Dealer ☐ Temporary Permit ☐ 1985 ☐ Gasoline ☐ Electric
1986 ☐ Commercial ☐ 1987 ☐ Diesel
1988 ☐ Motorcycle/Street
1989 ☐ Off Highway (D.O.T)

ENGINE NUMBER: (Motorcycles, Scooters, and OHV's only) FOR ELECTRIC, USE ELECTRIC MOTOR NO.

MODEL YEAR

MADE: MODEL OR SERIES VIN WEIGHT (Pounds) NO. VINESL TEST WEIGHT (Pounds)
US US

1) VIN Location:
☐ Visible through windshield ☐ Door Frame/Door Post ☐ Not visible ☐ Adhesive ☐ Rosette rivets ☐ Round rivets ☐ Screws ☐ Other:
☐ Body—Left (driver side) ☐ Steering Column ☐ Not applicable ☐ Stamped on body
☐ Body—Right ☐ Firewall ☐ Stamped on frame
☐ Engine compartment ☐ Other:

2) Attached by:
☐ Adhesive ☐ Rosette rivets ☐ Round rivets ☐ Screws ☐ Other:

3) Type:
☐ Metal plate ☐ Label ☐ Stamped on body
☐ Stamped on frame

4) VIN/Engine Number: (on motorcycle, mark both vin and engine eng. boxes)

VIN ENG VIN ENG VIN ENG VIN ENG
☐ Appears okay ☐ Illegible/Damaged* ☐ Cannot locate* ☐ Assigned by F/O
☐ Altered/Tampered* ☐ Missing* ☐ Name of vehicle importer (enter name of importer in "REMARKS" below)

5) Model Year Determined From:
☐ 10th Digit of VIN (1992 & Newer)
☐ NHTSA/NCBI Book/Manual
☐ Other—See REMARKS

6) US Federal Certification Label Status:
☐ Agrees with VIN ☐ Missing/None*
☐ Disagrees with VIN*: Pre-1970
☐ Illegible/Damaged* ☐ OHV
☐ Altered/Tampered* ☐ See REMARKS

7) ODOMETER MILEAGE READING

Record mileage exactly as shown on vehicle odometer. Change of ownership. (Use both boxes) shown above.

8) Supporting Ownership Document (if none, check this box) VIN on vehicle was physically compared to:
☐ Certificate of Title ☐ MSOMCO ☐ Salvage Certificate ☐ US Government SF 97-1 ☐ Registration Card

Condition:
☐ Agrees with VIN ☐ Disagrees with VIN

9) Emission Label Indicates:
☐ All vehicles (1968 and newer model years, except motorcycles—1975 and newer model years, heavy-duty original equipment manufacturer (DEEM) diesel vehicles—1968 and newer model years, DHA—2003 and newer model years)
☐ Vehicle meets US EPA standards only
☐ Vehicle meets US EPA standards and California standards
☐ Vehicle is Exempt (Former Military Vehicle—OHV Use Only)

☐ Engine displacement less than 50 cc (cubic centimeters)
☐ Vehicle meets California standards for Off Highway Vehicles (OHV)
☐ Vehicle meets California standards for on-road and OHV (Dual Sport M/C)
☐ SORE Label (OHV-TCS Referral)

REMARKS

☐ DO NOT PROCESS—*REFER TO CHP ☐ Door Replaced ☐ Air Bag Missing

WEIGHT NAME PRINTED:

TREMENDOUSLY LICENSE NUMBER:

ADDRESS CITY STATE

PHYSICALLY IDENTIFIED AT (CHECK BOX):
☐ Above address ☐ Other specific

VERIFIED AGENCY (CHECK BOX): ☐ DMV ☐ CALIFORNIA VEHICLE VERIFIER (CVV) ☐ Auto Club ☐ CHP ☐ Peace Officer (List Employee)

I certify that today I physically examined the vehicle described above and I find the description of the vehicle to be as indicated. I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

STATEMENT OF FACTS—IDENTIFICATION NUMBER OR ENGINE NUMBER ERROR: I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct. I further certify that I am the owner of the above described vehicle and had no knowledge of the difference in the identification or engine number on the vehicle and title documents.

VEHICLE OWNER'S SIGNATURE PRINTED NAME

DATE REG-31 (REV 9/2017)
## BODY TYPE MODEL (BTM) CODES

<table>
<thead>
<tr>
<th>AUTOMOBILE</th>
<th>COMMERCIAL</th>
<th>MOTORCYCLE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Description</td>
<td>BTM</td>
<td>Description</td>
</tr>
<tr>
<td>Agricultural Well Sprinkler</td>
<td>8R</td>
<td>Armored (CHP/VU Reg.)</td>
</tr>
<tr>
<td>Ambulance</td>
<td>8A</td>
<td>Autos Car</td>
</tr>
<tr>
<td>Armored (CHP/VU Reg.)</td>
<td>8R</td>
<td>Belt Vagon</td>
</tr>
<tr>
<td>Bus</td>
<td>8B</td>
<td>Box/Cargo Cutaway</td>
</tr>
<tr>
<td>Carnival Equipment</td>
<td>CE</td>
<td>Bus</td>
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<tr>
<td>Convertible</td>
<td>CV</td>
<td>Cab and Chassis</td>
</tr>
<tr>
<td>Coupe</td>
<td>CP</td>
<td>Cab and Chassis</td>
</tr>
<tr>
<td>Coupe 3 DR</td>
<td>CP</td>
<td>3 DR Extended (Ret.)</td>
</tr>
<tr>
<td>Coupe 4 DR</td>
<td>CA</td>
<td>4 DR Ext.</td>
</tr>
<tr>
<td>Crane (Self-Propelled Required)</td>
<td>CR</td>
<td>4 DR Ext. Cab/Chassis</td>
</tr>
<tr>
<td>FarmTruck</td>
<td>FT</td>
<td>4 DR Ext.</td>
</tr>
<tr>
<td>FoldOut Truck</td>
<td>FS</td>
<td>4 DR Wagon/Sp ©</td>
</tr>
<tr>
<td>Golf Cart</td>
<td>GC</td>
<td>Central Equipment</td>
</tr>
<tr>
<td>Hardtop</td>
<td>HT</td>
<td>Carrier</td>
</tr>
<tr>
<td>Hardtop-2 DR</td>
<td>2T</td>
<td>Concrete Transit Mix</td>
</tr>
<tr>
<td>Hardtop-Formal 2DR</td>
<td>2F</td>
<td>Conventional Cab</td>
</tr>
<tr>
<td>Hardtop 4 DR</td>
<td>4T</td>
<td>Crane NOS</td>
</tr>
<tr>
<td>Hardtop (Piloted) 2DR</td>
<td>2P</td>
<td>Computer</td>
</tr>
<tr>
<td>Hardtop (Piloted) 4DR</td>
<td>4P</td>
<td>Dumper</td>
</tr>
<tr>
<td>Hardtop with FoldOut Seat</td>
<td>HB</td>
<td>Extended Cargo Van</td>
</tr>
<tr>
<td>Hardtop 2 DR</td>
<td>2H</td>
<td>Firetruck</td>
</tr>
<tr>
<td>Hardtop 4 DR</td>
<td>4H</td>
<td>Flat Bed-Trailer</td>
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<tr>
<td>Liftback</td>
<td>LB</td>
<td>Foot Well</td>
</tr>
<tr>
<td>Liftback 2 DR</td>
<td>2L</td>
<td>Garbage/Refuse</td>
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<tr>
<td>Liftback 4 DR</td>
<td>4L</td>
<td>Grain Hopper</td>
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<tr>
<td>Limo</td>
<td>LM</td>
<td>Grille</td>
</tr>
<tr>
<td>Low Speed Vehicle (LSV)</td>
<td>LS</td>
<td>Grille</td>
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<tr>
<td>Module Mobile</td>
<td>MM</td>
<td>Grille</td>
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<tr>
<td>Motorized Home</td>
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<td>Grille</td>
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<tr>
<td>Neighborhood Electric Vehicle (NEV)</td>
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<td>Grille</td>
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<tr>
<td>Norbeck</td>
<td>NB</td>
<td>Guard Rail</td>
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<tr>
<td>Pickup</td>
<td>NP</td>
<td>Guard Rail</td>
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<tr>
<td>Pickup w/Camp</td>
<td>PM</td>
<td>Guard Rail</td>
</tr>
<tr>
<td>Pick-up w/Camper Mounted</td>
<td>PM</td>
<td>Guard Rail</td>
</tr>
<tr>
<td>Privately Owned School Bus</td>
<td>PS</td>
<td>Guard Rail</td>
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<tr>
<td>Roadster</td>
<td>RD</td>
<td>Guard Rail</td>
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<tr>
<td>Runabout 3 DR</td>
<td>3D</td>
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<tr>
<td>Sedan 2 DR</td>
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<tr>
<td>Sedan 4 DR</td>
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</tr>
<tr>
<td>Sedan 5 DR</td>
<td>5D</td>
<td>Guard Rail</td>
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<tr>
<td>Sedan Sport</td>
<td>5D</td>
<td>Guard Rail</td>
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<tr>
<td>Sportmobile</td>
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<td>Guard Rail</td>
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<tr>
<td>Station Wagon</td>
<td>S3</td>
<td>Guard Rail</td>
</tr>
<tr>
<td>Suburban/Cab Overload</td>
<td>LL</td>
<td>Guard Rail</td>
</tr>
<tr>
<td>Travel All (with)</td>
<td>XT</td>
<td>Guard Rail</td>
</tr>
<tr>
<td>Utility</td>
<td>UT</td>
<td>Guard Rail</td>
</tr>
<tr>
<td>Van</td>
<td>VN</td>
<td>Guard Rail</td>
</tr>
<tr>
<td>Van</td>
<td>VN</td>
<td>Guard Rail</td>
</tr>
<tr>
<td>Van &amp; Cargo Utility</td>
<td>4DR</td>
<td>Guard Rail</td>
</tr>
</tbody>
</table>

## IMPORTANT NOTES

- **Motive Power (Fuel) Codes**

<table>
<thead>
<tr>
<th>B</th>
<th>D</th>
<th>E</th>
<th>F</th>
</tr>
</thead>
<tbody>
<tr>
<td>Butane</td>
<td>Diesel</td>
<td>Electric</td>
<td>Flex Fuel</td>
</tr>
</tbody>
</table>

- Permitted verifications for vehicle classifiers: (1) Nonresidents, (2) any vehicle or trailer, excluding motorcycle, with supporting ownership documents for which there is no California (CA) record. The VIN must appear on the supporting ownership document. A Certificate of Title, Manufacturer's Certificate of Title or Statement of Origin (W/M/CALSO), U.S. Government Standard Form (SP) 97-4, or Registration Card. All other vehicle verifications or verifications with no supporting ownership document must be referred to the DMV or CHP for inspection.

### Off-Highway Vehicle

- Vehicles whose U.S. Federal Certification Label (Safety Label) disagrees with the VIN, or is illegible, damaged, tampered, altered, missing, never issued (e.g., direct import, grey market, etc.), or does not match the documents, (2) revised salvage or reissued junk vehicles, (3) specially constructed (SPCN), (4) vehicles that were never registered in CA, but record no longer appears on DMV’s database,

- **Vehicle with a description from a foreign country**

### Vehicle Model Year

- Pursuant to federal law, a 17-digit VIN that passes check digit is required on all 1981 and newer model year motor vehicles, and all 1985 and newer model year trailers. The model year of 1980 and earlier vehicles is encoded in the 8th digit of the VIN.

- Do NOT use the Federal Certification Label as the primary source for the VIN. All 1981 and newer model year vehicles with less than a 17-digit VIN must be referred to CHP for verification. When inspection of a VIN reveals evidence of tampering, alteration or obfuscation of the number, immediately notify the nearest DMV investigation unit.

### Specialty Constructed Vehicles (SPCNs)

- CV/CV5 - Enter "0005" for the model year; SPCN vehicles are not manufactured vehicles and do not have a model year. Replica vehicles (such as a Cobra, Mustang, or Corvette) built from a kit and assembled or built for private use and not for resale are not regulated as a SPCN vehicle. The kit vehicle was built by a licensed manufacturer (CV/CV57; or remanufacturer (CV/CV57X, the kit vehicle must be registered under the name of the manufacturer or remanufacturer, not the name of the vehicle it replicates.

### Trailers (except Horse Trailers)

- Horse Trailers have a Coach (CV/CV57) or Carryall (CV/CV57X). Fifth-wheel CCHVs do not exceed 48’ (14.63’), 50’ (15.24’), or 60’ (18.29’) (CV/CV57X). CCHVs do not exceed 66’ (20.11’) (CV/CV57)

### Motorhomes

- Motorhomes do not exceed 45’ (13.72’), 50’ (15.24’) or 60’ (18.29’).

### Track Tractors

- With living quarters are BTM “DS” or “DR”, while the living quarters permanently prevent the track trailer from towing or drawing other CCHVs (CV/C505).

### Pucks (PK)- Gross Vehicle Weight Rating (GVWR)

- The U.S. Federal Certification Label NOTE: GVWR Gross Vehicle Axis Rating, net GVWR. Pucks under 11,449 GVWR have the following BTMs: 3C, 4C, 5C, and 7C. PK is over 11,449 GVWR are BTM “VA”.

### Specifications

- The following multi-designed vehicles are PKs: Cadillac Escalade EXT, Chevrolet Avalanche, Ford Explorer Sport Trac, Hummer H2 SUT, and Hummer H3T (FCT $1050.00).

### Pucks-Mounted (CVC $243, 342, 601)

- To have BTM “PH”, the puck must have a permanently attached lower shock, stabilizer bar, or similar mounted structure, and provide facilities for human habitation or camping purposes.

### Motorcycle Registration and weight restrictions

- Motorcycle and motorcycle registration is an option for any motorcycle currently registered or marked with type code “OC” (Beck only).

### OHV-A 2003 and newer model year OHVs with a "3" or "C" in the eighth position of the VIN are non-complying OHVs and Sticker.

### Any motorcycle or vehicle originally manufactured and registered for OHV use cannot be converted for on-highway use, unless it is manufactured for dual purposes.

### Golf Carts (CVC $345)

- They do not require special equipment, and are not required to carry more than three persons, including the driver, and have at least 3 wheels in contact with the ground, and weigh no more than 1,300 lbs. unladen, and not exceed a speed of 10 MPH.
Attachment B

Ford Motor Company

VEHICLE EMISSION CONTROL INFORMATION

Conforms to regulations: 2014 MY FFV

U.S. EPA: T2B4 LDT3
OBD: CA II Fuel: Gasoline/Ethanol
California: Certified for sale ULEV II qualified
OBD: CA II Fuel: Gasoline/Ethanol

TWC/SFI/HO2S/AFS No adjustments needed.

3.7L Group: EFMXT03.73DP
Evap: EFMXR0265NBV

\( EW7E-9C485-Y V U \)

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VEHICLE EMISSION CONTROL INFORMATION

ENGINE FAMILY: CJDXX.570JUV

EXHAUST EMISSION CONTROL SYSTEM: EM
DISPLACEMENT: 570 cm³
PERMEATION FAMILY: CJDXXP202BR

TUNE-UP SPECIFICATIONS

IGNITION TIMING: 21° BTDC AT ALL RPM
IDLE: 1150 RPM ± 50 RPM IN NEUTRAL
- NO ADJUSTMENT

IDLE AIR/FUEL MIXTURE SETTING:
- NO ADJUSTMENT

VALVE CLEARANCE (ENGINE COLD): 0.13 mm
SPARK PLUG: CHAMPION RC14YC
ELECTRODE GAP: 0.7-0.8 mm

THIS VEHICLE IS CERTIFIED TO OPERATE ON UNLEADED GASOLINE
ENGINE OIL: CLASS: SJ-SM SAE 5W-30

THIS OFF-ROAD UTILITY VEHICLE MEETS U.S. EPA AND CALIFORNIA REGULATIONS FOR 2012 NEW OFF-ROAD UTILITY VEHICLES AND IS CERTIFIED TO EPA 13.4 g/kW-hr HC+NOₓ, 400 g/kW-hr CO AND CALIFORNIA 12.0 g/kW-hr HC+NOₓ ENGINE FAMILY EXHAUST EMISSION AND EVAP STANDARDS.