

Bulletin

D-12-21-3

Date: December 8, 2021
Bulletin: All Dealers and Tag and Title Agencies
From: Business Licensing and Compliance
Subject: **Branch Appointments for Dealers and Tag and Title Offices -UPDATE**

All Dealers and Tag & Title services can schedule an appointment for certain transactions to be processed over the counter. To schedule an appointment, each business is required to contact the MDOT MVA Branch office in which they plan to visit. Businesses should not use the MDOT MVA's scheduling system and appointments are limited to one appointment per business location per day with a maximum of six transactions.

As of November 8, 2021, the Dealer Services unit relocated to **Building B of the Glen Burnie Headquarters**. The dealer services unit offers appointments in 30-minute intervals from 9am to 2pm Monday through Friday. To schedule an appointment at this location (Glen Burnie) only, call 410-768-7546 or 410-424-3625 to speak to a representative.

If there are any questions or concerns related to web request submissions, please review the attached branch contact list, and have your portal confirmation number and VIN available.

The following transaction are eligible for over-the-counter processing:

- Duplicate Titles and Lien maintenance (POA VR-003 & VR-018)
- Registration Transactions not able to be processed via ERT or on the kiosk
- Repossession Titles
- Disabled Placards
- Public Specials: T1-T5 that cannot be processed via the ERT system
 - o MD Salvage/Rebuilt titles that have been stamped off with MD State Police Inspection
 - o New to State with Excise Tax Calculation - If the transaction cannot be completed via ERT please include a cover sheet or print out showing the reason for the error.

Additional Important Information:

- Businesses are required to pay for these transactions using its business drawdown account.
- All refund requests (ex. Ledgers refunds, drawdown account refunds, excise tax adjustments) should be forwarded to mvarefund@mdot.maryland.gov
- A transmittal sheet should be scanned with all documents
- Late titling fees can be paid by using the dealer portal in the dealer panel in the business portal

If you have any questions or concerns, please contact MDOT MVA Vehicle Records at 410-424-3644 or email MDDTTS@mdot.maryland.gov. You can also reach out to Business Licensing and Compliance at 410-787-2952 or mvabldisd@mva.maryland.gov

District 1			
Branch	Employee Names	Phone number (s)	Email Address
Bel Air	Steva Darnell	410-638-6506	sdarnell@mdot.maryland.gov
	Bernie Lapointe	410-638-6519	alapointe@mdot.maryland.gov
Elkton	Minal Shah	410-392-5671	mshah2@mdot.maryland.gov
	Shari Reed	410-392-5680	sreed@mdot.maryland.gov
Gaithersburg	Chris Dantona	310-987-8444	cdantona@mdot.maryland.gov
	Nuyaagiq Ipalook	301-987-8461	nipalook@mdot.maryland.gov
Distict 2			
Branch	Employee Names	Phone number (s)	Email Address
Easton	Ronald Stafford	410-820-6909	rstafford@mdot.maryland.gov
	Chanell Murray		cellriott@mdot.maryland.gov
	Lisa Slaughter		lslaughter@mdot.maryland.gov
Essex	Melissa Nizer	410-2381122	mnizer@mdot.maryland.gov
	William Stroud	410-238-1134	wstroud1@mdot.maryland.gov
	John Dear	410-238-1133	jdear@mdot.maryland.gov
	Brenda Lowe		bflynn@mdot.maryland.gov
Parkville	Scott Naylor	410-663-7560	snaylor@mdot.maryland.gov
	Yolanda Gregg		ygregg@mdot.maryland.gov
	Lauren Zawicki		lzawicki@mdot.maryland.gov
Salisbury	Michelle Brittingham	410-219-7737	mbrittingham@mdot.maryland.gov
	Michele Canopi	410-219-7736	mcanopli@mdot.maryland.gov
	Tammy Bradway	410-219-7740	epastore@mdot.maryalnd.gov
	Evangeline Pastore		kbrittingham@mdot.maryland.gov
	Keyaira Brittingham		
White Oak	Jay Blanco	301-989-6200	jblanco@mdot.maryland.gov
	Matthew Glick	301-989-6204	mglick@mdot.maryland.gov
	Greyddy Romero		gromero1@mdot.maryland.gov
	Maria Theresa Nora		mnora@mdot.maryland.gov
District 3			
Branch	Employee Names	Phone number (s)	Email Address
Baltimore City	Sophia Johnson	410-225-4000	sjohnson4@mdot.maryland.gov
	Tangella Knight		knight1a@mdot.maryland.gov
Cumberland/ White Oak	Debra Twigg	301-729-4678	dtwigg@mdot.maryland.gov
	Wendy Gray	301-729-4698	wgray4@mdot.maryland.gov

Frederick	P Cherian	301-631-7143	pcherian@mdot.maryland.gov
	Darlene Brunner	301-631-2856	dbrunner@mdot.maryland.gov
Glen Burnie	Annette Hardy	410-424-3625	ahardy@mdot.maryland.gov
	Angela Montgomery	410-768-7546	amontgomery@mdot.maryland.gov
	Monica Grace		agrace@mdot.maryland.gov
	Shanequa Richards-Marks		amarks@mdot.maryland.gov
Hagerstown	Kathryn Edwards	240-527-5226	kedwards2@mdot.maryland.gov
	Angel Stillions	240-527-6896	astillions@mdot.maryland.gov
Westminster	Barbara Naderpour	410-386-3204	bnaderpour@mdot.maryland.gov
	Lakesha Leazer		lleazer1@mdot.maryland.gov
	Jessica Escobar		jescobar@mdot.maryland.gov
District 4			
Annapolis	W. Bryant Duncan	410-573-4780	wduncan@mdot.maryland.gov
	Shavella Miles	410-573-5783	smiles2@mdot.maryland.gov
	Lynette Foster		lfoster@mdot.maryland.gov
Beltsville	Derrell Carter	301-210-2900	dcarter5@mdot.maryland.gov
	Kayla Carty		kcarty-saycier@mdot.maryland.gov
	Tracy Olson		tolson@mdot.maryland.gov
Largo	Marie Bonita Jones	301-333-1500	mjones1@mdot.maryland.gov
	Danielle Washington		dWASHINGTON2@mdot.maryland.gov
Loveville/	Ann Marie Haley	301-997-1753	ahaley@mdot.maryland.gov
Prince Frederick	Kristin Veney		kveney@mdot.maryland.gov
	Martha Young (Pr. Fred location)	410-535-8806	myoung1@mdot.maryland.gov
Waldorf	Ronnie Bell	301-632-6500	rbeil1@mdot.maryland.gov
	Hope Lee		hlee1@mdot.maryland.gov