

# Bulletin

**D-01-11-02**

January 10, 2011

**BULLETIN TO:**

All Dealers

**FROM:**

Brenda Scheydt, Manager  
Business Licensing and Consumer Services

**RE:**

1. Walk-In Registration Renewals
2. Passenger Vans 9, 12, and 15
3. Temporary Plate Plastic Sleeves
4. Cardboard Temporary Plates

## 1. Walk-in Registration Renewals

The ability to renew vehicle registrations in person at Motor Vehicle Administration (MVA) offices is no longer available. To renew registrations, a customer must use online services. Tag & Title Services will not have the ability to deliver renewals to MVA for processing unless the renewal is flagged with a violation. Renewals without violations must be processed by mail, utilizing the Electronic Registration and Titling System (ERT), or renewed via the Internet, telephone or KIOSK.

NOTE: The following vehicles cannot be renewed on the Internet, by telephone or KIOSK. They must be renewed by mail or on the Electronic Registration and Titling System (ERT): Trucks and Tractors over 55,000 lbs, Tow Trucks towing over 26,000 pounds and vehicles requiring an annual safety inspection.

## 2. 9, 12, or 15 Passenger Vans

The National Highway Traffic Safety Administration (NHTSA) has reissued a safety caution for 9, 12 and 15 passenger vans. In response to the notification, we are asking all dealers selling these types of vehicles to give their customers a copy of the safety formation available on the Motor Vehicle Administration's (MVA) Website at [www.mva.maryland.gov](http://www.mva.maryland.gov). In addition, the MVA recommends that you advise customers purchasing these vehicles to have periodic maintenance checks preformed.

If you have any questions, please contact Ms. Sarah Moore, Section Manager at (410) 424-3060 or via email to [smoore1@mva.maryland.gov](mailto:smoore1@mva.maryland.gov).

### **3. Temporary Plate Plastic Sleeves**

The MVA has received notification from customers that some dealers are not issuing a plastic sleeve for the new paper temporary plates. The plastic sleeves are a requirement for all temporary plates and must be attached to the rear of the vehicle. Dealers may contact the Maryland Correctional Enterprises (MCE) by telephone (410-799-1240) or by fax (410-799-1370) to obtain the plastic sleeves. Plastic sleeves are available to dealers at no charge and will be shipped directly to the dealership.

### **4. Cardboard Temporary Plates**

Dealers issuing a cardboard temporary plate after October 1, 2010 are subject to Administration Action. In the near future, MVA will notify all Law Enforcement Agencies across the country cardboard temporary plates issued after October 1, 2010 are not to be honored. Customer driving vehicles with the plates could be subject to fines or confiscation of their vehicles.