

# MOTOR VEHICLE NEWSLETTER

March 2023

## Iowa DOT Central Programs Bureau

March updates on vehicle program, policy, and process issues.

### Procedure Update

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#### Reassigning West Virginia Title Certificates

We know the guidance for years has been to not reassign West Virginia and Delaware titles. West Virginia does allow dealers from other jurisdictions to reassign their titles only. West Virginia does not allow other states to reassign their titles with any reassignment forms/riders attached to the titles. The discretionary edit (DE) will still fire when the West Virginia title is transacted in ARTS, but this is a County Supervisor-level approval. There has been no change to the Delaware titles, as they do not want their titles to be reassigned by other jurisdictions.

#### Reassignment Forms (Riders)

County personnel have discretion to approve or deny transactions with reassignment forms from other states, based on the materials you are presented.

1. Confirm that the ownership chain is clear and complete. This is the key aspect of the provision in 761.400.4(3)b.
2. Read the forms (title and any reassignment forms) to understand the intended usage and authorizations by the other jurisdictions.

If the ownership chain looks correct with successive transfer dates, mileage, etc., and there are no indicators that the other jurisdictions don't allow the type of reassignment you are seeing, the county may accept the transaction.

### Training & Virtual Learning

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#### ERMS

The Iowa DOT Electronic Record Management System (ERMS), is a key part of handling ERT deals as it is the final repository for ERT submitted documents once they leave ARTS. We recognize that not all county vehicle staff have been set up for ERMS access or trained in ERMS processes. We will host virtual learning sessions about ERMS on April 25<sup>th</sup>. In order to be ready for the training and gain access to ERMS, please email [MVD.SystemAccess@iowadot.us](mailto:MVD.SystemAccess@iowadot.us) and provide all employee names with their ARTs userid for the county personnel you would like to access ERMS. MVD will complete the System Access request to have your staff added to Vehicle ERMS. Please plan to sign up and be trained as we anticipate a major increase in ERT deals as Used Car transactions are fully deployed in coming months.

# Department of Revenue

## DEALER SERVICE LOANERS & UT04 EXEMPTION

The UT04 exemption is an exemption on Fee for New Registration afforded by DOR to dealer-owned vehicles, which also applies to a dealer’s service loaner vehicles. UT04 has nothing to do with the annual registration that follows.

A dealer has the following options for those loaners:

1. Claim the UT04 to not pay the fee for new registration, get a county plate and pay annual registration every year. This vehicle does not have to be in the dealer’s inventory and isn’t considered “held for resale”.
2. Claim UT04, use a dealer plate and pay no annual registration (only dealer plate fee). This vehicle does have to be in the dealer’s inventory and is considered “held for resale.”

There is no option for a dealer to claim UT04, get a county plate and NOT pay the annual registration. The county plate option allows the dealer to not pay Fee for New Registration and have a dedicated set/fleet of vehicles to be used as service loaners without the requirement to be constantly held for resale.

## Junk Salvage Insurance (JSI) & Discretionary Edits (DE)

### Stolen Vehicle DE from NMVTIS

When a Stolen Vehicle DE from NMVTIS fires within ARTS, the supervisor is able to override the edit if the Purge Indicator on NMVTIS is listed as TRUE (example below). Even though it’s listed as TRUE in NVMTIS and supervisors are able to approve through the DE, we’ve confirmed with BIIP that ALL Stolen DEs must be sent into OVS General Que for review and approval therefore should not be overridden by the county.

The True Purge Indicator still means the vehicle is considered stolen within NMVTIS and the National Crime Insurance Bureau (NICB), which is why these DE’s still need to be reviewed by OVS. These records have been purged because the stolen record is over 5 years old.

Welcome to the NMVTIS State Web Interface Program

VIN:

**VEHICLE SEARCH RECORD SUMMARY**

VIN	Title History	Brand	Theft	Insurance	Junk And Salvage
05686	2	0	1	0	0

**CURRENT VEHICLE TITLE INFORMATION**

Rec Num	Make	Model Year	Title Number	Title Issue Date	Title Jurisdiction	Title Transaction Date	Odometer Reading	Purged from State System
1	HOME	1976	A095676	11/30/2006	AL	15 - 01/16/2007	EXEMPT	No

**VEHICLE BRAND INFORMATION**

Rec Num	Make	Model Year	Damage	Brander	Brand Name	Brand Date	Brand Description
Brand information not found							

**VEHICLE THEFT INFORMATION**

Make	Model Year	Theft State	Law Agency	Theft Date	Case Number	More than one match	Purge Indicator	Vehicle or Part	Vehicle or Part Type
HOME	1976	NM	ALBUQUERQUE POLICE DEPARTMENT	07/04/1975		False	True		

## Printers, Inventory & Iowa Prison Industries (IPI)

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### Printers

Toner cartridges for the VRT printers should have return labels included in the box. Please be sure to grab this label when you open the box and use it to return the used toner.

If your documents start to print with light or faded print and your toner cartridge does not need changed, you will need to change the imaging unit and not the toner. Changing the toner will not correct the problem and will waste the toner. If you start to get light or faded prints and do not have an imaging unit on hand, please reach out to Rhonda to get an imaging unit. These are not on auto order. If you do have an imaging unit on hand, they do not have to match the printer serial number. You can use any imaging unit in any printer.

If you get an alert on your printer that you need a maintenance kit, please call Marco with the printer serial number and the alert message. Imaging kits are exclusively provided by Marco's technicians.

### IPI

Thank you for continuing to contact IPI for plate pick-up. The increased volume of collected plates shows the success of doing this and is greatly appreciated.

[ipiwarehouse@iowa.gov](mailto:ipiwarehouse@iowa.gov)

[www.iaprisonind.com/request-for-scrap-license-pate=pickup.aspx](http://www.iaprisonind.com/request-for-scrap-license-pate=pickup.aspx) (online portal)

## County Manual, Forms and Webpage

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**411108 Motor Vehicle Damage Disclosure Statement** has been updated for formatting and to clarify the reasons when a buyer must complete section 2 of the form.

**411109 Statement of Absent Damage Disclosure** was created to provide a form for provisions of Admin Rule 761.400.55(1). The form is for a transferee/buyer sworn statement of facts when a transferor/seller failed to provide a required damage disclosure statement or if the transferee lost the statement, and the transferee has attempted in good faith to contact the transferor to obtain a statement.

### County Manual Updates

Effective on 02-22-2023: Section 1 - Removed BIIP phone number and added web page, Section 5 - Fee Correction on 39 Ton, Fee Correction on Electric Motorcycle, Section 7 - removed Affidavit of Business Trade Truck

Effective on 02-28-2023: Section 17 - SR-22 updates

Effective on 03-01-2023: Section 3 - Clarification on county and state records, Section 10 - Further guidance on MCO transfer dates, title penalties, when separate damage disclosure statement is required, when form for absent damage disclosure may be used, in-transit titles issued after 45 days, Section 12 – Corrected info on form for cancelling SI, Section 16 – Clarified title penalties after foreclosure sale, Section 20 – Removed damage disclosure sample form because form 411109 was created

Effective on 03-15-2023: Section 5 - Replace missing "Gross Weight Chart/Increased Tonnage/Semiannual"