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New MVDB Guidance Documents for Advertising

During its review of the 2001 Internet Task Force Report, the 2017 Internet Task Force committee, discussed advertising scenarios that involved licensed dealers. Four recommended guidelines came out of the 2017 Internet Task Force meetings. These recommendations were presented to the Advertising Committee and the Full Board for discussion during the November 2017 Board meeting; and in the January 8, 2018 meeting the Full Board approved the four guidelines:

1. Removal of Vehicles from Website
2. Freight Charges/Shipping Charges/Delivery Charges/Destination Charges
3. Vehicle Location
4. Transfer Fees

All four advertising guidelines are effective March 1, 2018.

Each of these guidance documents are explained and will be posted on our website March 1, 2018. A synopsis of the four guidelines are on page four of this issue of Dealer Talk.

Cont. on pg. 4

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New Guidance Document on Dealership Closings

Dealers failing to maintain posted business hours continue to be on the increase. This has resulted in much effort from MVDB field staff attempting to conduct inspections, and the main office staff with assessing and collecting civil penalties, processing appeals, and holding hearings. More importantly, dealerships failing to maintain their posted business hours have a negative impact on consumer confidence in dealerships and the consumers' inability to access services provided at these dealerships when they are not open as scheduled.

“§46.2-1533 of the Virginia Code states that each motor vehicle dealer must be open a minimum of 20 hours per week of which 10 hours shall be between the hours of 9:00 am – 5:00 pm, Monday through Friday.”

At the November 2017 and January 2018 Board meetings, discussions focused on

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New Guidance Document on Dealership Closings

this problematic issue and what actions the Board needed to take to improve dealer business hour practices.

Effective March 1, 2018:

Upcoming EVENTS

BOARD MEETINGS

All Meetings are held at DMV Headquarters
2300 W. Broad Street, Room 702
Richmond, VA

Monday, March 12, 2018

Dealer Practices Committee Meeting

Time: 9:00 a.m.

Licensing Committee Meeting

Time: Immediately following Dealer Practices Committee

Advertising Committee Meeting

Time: Immediately following Licensing Committee

Transaction Recovery Fund Committee Meeting

Time: Immediately following Advertising Committee

Full Board Meeting

Time: 10:00 a.m. or 15-30 minutes immediately following Transaction Recovery Fund Committee meeting.

MVDB will be closed

President's Day



◆ **Monday, February 19, 2018**

MVDB 40 Dealership Notice of Temporary Closing – Revision (03/01/2018)

Dealerships are not allowed to close for short periods of time during business operating hours as allowed in the past. **Anytime** a dealership is closed, you must notify the MVDB by email (dboard@mvdb.virginia.gov) or fax (804-367-1053). Submit the closing date and time as well as the return date and time by completing a MVDB 40, Dealership Notice of Temporary Closing (03/01/2018) or an alternative notice with the required information. The MVDB 40 or alternative notice is to be posted at or in close proximity of the dealership's front entrance so that it is visible to the public. Dealers closing within 24 hours or less are encouraged to text or call their local field representative in addition to submitting the required information to the MVDB. For a current listing of field representatives and their telephone numbers, click on <http://www.mvdb.virginia.gov/about/directory.aspx>.

Twenty (20) Authorized Closings per License Year

Recognizing that dealers do take time away from their business, the Board will continue to authorize twenty (20) closings for all dealers per license year. As previously stated, completing the MVDB 40 is a convenient way to notify the MVDB; however, if using an alternative notice be sure the same information indicated on the MVDB 40 is included. Upon receipt, MVDB staff will automatically subtract the closing day (s) from the dealers' 20 authorized closings for the license year.

The Board reiterated that dealerships have the flexibility to maintain business hours by using a "split" work schedule. A "split" schedule may enable a dealer to conduct routine business as well as other tasks (i.e., lunch, bank, medical appointments, etc.) outside of the dealership. A split schedule allows flexibility, and should be considered by dealers who are sole proprietors, as an effective strategy to take care of dealer related or personal tasks outside of the dealership and still meet the minimum hours of operation as required by law.

The following is an example of a split business hour schedule:

Posted Business Hours – Example of a split schedule

(continued on pg. 3)

Cont. from pg. 2

New Guidance Document on Dealership Closings

	Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
From	9:00 AM	10:00 AM		10:00 AM			9:00 AM
To	2:00 PM	1:00 PM		1:00 PM			2:00 PM
		CLOSED 1-3 PM		CLOSED 1-3 PM			
From		3:00 PM		3:00 PM			
To		5:00 PM		5:00 PM			
HOURS	5 HOURS	5 HOURS		5 HOURS			5 HOURS

In the example above the Business Hours requirements (§46.2-1533) are met. The dealership is open for 10 hours between the hours of 9 a.m. and 5 p.m. Monday - Friday and is open for 10 hours over the weekend, for a total of 20 hours.

Keep the MVDB Informed

The Board strongly recommends that dealers work closely with their local field representatives and central office staff to ensure dealership’s current business hours, email address, and other information on file is correct. In addition, submit the day(s) the dealership will be closed to MVDB as soon as possible. The MVDB should receive these submissions at least a week prior to the planned closing date, but will accept them up to the day the dealership will close. These best practices will help keep you in compliance.

Educational Warning and Civil Penalty

The Board, out of concern for consumers, the industry’s reputation, dealership success, and Virginia’s economy, directed the MVDB staff to implement the following actions regarding Virginia Code §46.2- 1533 violations:

- 1st violation, Dealer receives an educational warning (email or letter notification)
- 2nd violation, a \$750 civil penalty (if appealed, granted an informal hearing)
- 3rd violation, the dealer will be advised of an informal hearing on 1533 violations, Failure to maintain Business Hours

In summary:

1. Dealerships are authorized 20 excused closure days per license year.
2. Dealerships will not be allowed to close for short periods of time during scheduled opening hours without proper notice to MVDB. Any short or brief closing will count towards your 20 closure days.
3. The following are acceptable methods of notification to MVDB, Email: dboard@mvdb.virginia.gov or FAX 804-367-1053. To modify/update the dealership’s current business hours or any other information, send an email or fax to the MVDB. The MVDB staff will update revised business hours and will ensure the submission meets regulatory requirements.
4. Advance notification: Ideally the MVDB should be notified at least 7 days prior to scheduled closing of the dealership. Complete the MVDB 40 or an alternative notice, submit to the MVDB by email or fax and post visible the MVDB 40 or alternate notice for the public at or in close proximity of the dealership’s entrance.
5. Immediate notification (less than 24 hours) – Complete the MVDB 40 or alternative notice and email or fax it to the Board. In addition, follow up with a text message or phone call to the local Field Representative in your area so to inform them that the dealership will be closed during normally scheduled business hours.
6. Include on the MVDB 40 or alternate notice, the date and time your dealership will be closed and the date and time the dealership will reopen.
7. An accelerated penalty process is in place to address 1533 violations.

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New MVDB Guidance Documents for Advertising

Cont. from pg. 1

Removal of Vehicles from Website

In addition to the Commonwealth's advertising laws and regulations, guidance is being provided to dealerships regarding the removal of vehicles from the dealer's website once the vehicle has been sold.

Upon selling a vehicle listed on its website, the dealer should take action to remove the vehicle from the website within 5 business days. This is recommended to allow the dealership time to coordinate the removal of the vehicle from the website, to avoid misleading the customer and the appearance of bait and switch practices.

Freight Charges/Shipping Charges/Delivery Charges/Destinations Charges

This fee is commonly associated with new vehicles being delivered directly from the manufacturer to the franchise dealership or customer. It is included in the Manufacturer's Suggested Retail Price (MSRP). This fee must be properly disclosed on all advertisements and will appear on the invoice from the manufacturer. The advertised price should ensure that customers are properly informed if the advertised price includes freight and destination charges; if the advertised price does not include freight and destination charges it must be clearly and conspicuously disclosed.

This fee cannot be charged on any preowned vehicle, nor can it be charged to the customer for the movement or transport of the vehicle from another location to the licensed dealership location.

Vehicle Location

Dealers are responsible for their advertisements, regardless of the format and media (print, internet, videos, electronic, YouTube, etc.).

In addition to the Motor Vehicle Dealer advertising laws and regulations, clarity is being provided to dealerships regarding advertising of vehicles for dealerships with more than one location, and vehicles being advertised at a location when the vehicle is physically located somewhere else.

When a dealership advertises vehicles for sale the advertisement should clearly identify the location of each vehicle listed for sale in the advertisement and each vehicle that is advertised for sale should physically be located at the advertised location.

Transfer Fees

This fee is allowed when a dealership has multiple locations and the customer requests the vehicle be transferred to a specific location for potential purchase. The customer should be given the option of purchasing the vehicle at the dealership where the vehicle is located. However, if the customer requests that the vehicle be transferred to a dealership other than where the vehicle is located, the dealership may charge a transfer fee. The transfer fee should be reasonable and should be disclosed to the customer prior to the transfer of the vehicle.

Reminders...

§46.2-1528 gives the Board or authorized representatives of the Board authority to examine dealer records, during the posted business hours of dealerships. **§46.2-1529** requires all Motor Vehicle Dealers to keep the originals or a copy of all original records at the site (dealership) of origination for five (5) years. Dealer records would include (but is not limited to) records regarding employees; lists of vehicles in inventory for sale, resale, or on consignment; vehicle purchases, sales, trades, and transfers of ownership; collections of taxes; titling, uninsured motor vehicle, and registration fees; odometer disclosure statements; records of permanent dealer registration plates assigned to the dealer and temporary transport plates and temporary certificates of registration; proof of safety inspections performed on vehicles sold at retail; and other records required by the Department or the Board. These records shall be maintained and available to MVDB Field Representatives for inspection during your posted business hours.

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Reconditioning Fees

It has recently come to our attention that some dealers are charging a reconditioning fee in addition to the vehicle's advertised price. Virginia law ([Code 46.2-1581\(8\)](#)) states in part the "...advertised price or credit terms shall include all charges which the buyer must pay; except buyer selected options, state and local fees and taxes, and manufacturer's or distributor's freight or destination charges, and a processing fee, if any. If a processing fee or freight or destination charges are not included in the advertised price, the amount of any such processing fee and freight or destination charges must be clearly and conspicuously disclosed..." During its January 2018 meeting, the Motor Vehicle Dealer Board (Board) agreed that adding fees specifically not allowed by Virginia law to the advertised price is deceptive. The Board staff will be stepping up enforcement and utilizing an accelerated penalty process for violators. First time violators will receive a written warning and second time violators will receive a \$1,000.00 civil penalty (if appealed, granted an informal hearing). Third time violators will be granted an informal hearing and eventually appear before the Board. If you have any questions regarding "fees" that you can legally charge to a customer you should contact the MVDB, VADA, or VIADA.

Buyers Guide

The following is from the FTC and answers some of the questions dealers have regarding the revised [FTC Used Car Rule](#).

The amended FTC Used Car Rule's grace period is over. That means that **you must use the new Buyers Guide, and it is illegal to use the old version.**

Here is a summary of what's new:

- The revised Buyers Guide recommends that consumers get a vehicle history report before buying a used car and sends them to ftc.gov/usedcars for more information on how to get one.
- The revised Buyers Guide directs consumers that before buying a car, they should visit safercar.gov to check for safety recalls.
- There's a new description in the revised Buyers Guide of an "As Is" sale to clarify that "As Is" refers only to whether the vehicle is offered with a warranty from the dealer.
- The revised Buyers Guide adds boxes dealers can check to indicate whether a vehicle is covered by a third-party warranty and whether a service contract may be available.
- The revised Buyers Guide adds a box dealers can check to indicate that an unexpired manufacturer's warranty applies.
- The new English-language version of the Buyers Guide adds a statement in Spanish advising Spanish-speaking consumers to ask for the Buyers Guide in Spanish if the dealer is conducting the sale in Spanish.
- On the back of the revised Buyers Guide, air bags and catalytic converters have been added to the list of major defects that may occur in used vehicles.

For a full summary of answering dealers' questions about the revised Used Car Rule, click [HERE](#).

To download the new .pdf fillable Buyers Guide, click [HERE](#).

If you want formatting assistance to incorporate the Buyers Guide into your software, click [HERE](#).

Remember, Virginia Code [§ 46.2-1529.1](#) requires a fully completed Buyers Guide, be incorporated as part of the buyer's order and purchaser's signature. Regarding the purchaser's signature, FTC requires you must include a disclosure near it that says: "I hereby acknowledge receipt of the Buyers Guide at the closing of this sale." This language can be preprinted on the form. The signature line and the required disclosure must appear in the space provided for the name of the individual to be contacted in the event of complaints after the sale. Lastly, Virginia Code does not have an IMPLIED warranty as defined on the FTC Buyers Guide.

Guidance Document Email Addresses

All Virginia Motor Vehicle Dealers are required to have an Internet connection and email address at their established place of business as of July 1, 2013. The purpose of this legislation was to increase efficiencies, facilitate better communication, and reduce costs for all parties.

In general, as defined, **“Internet access”** is the means by which individual terminals, computers, mobile devices, and local area networks are connected to the global Internet. Basically, it is a source through which Internet users can access Internet services. Internet access is usually sold by Internet Service Providers (ISP’s) that use many different technologies offering a wide range of data rates to the end user.

Internet Service Providers (ISP) to establish the Internet Connection:

1. Dealers can choose their Internet service provider (ISP) that will allow Internet connectivity within the Dealer’s established place of business. The Internet connectivity will be required to communicate with the MVDB and DMV electronically. The Dealer must establish the ISP account in the official Business or Trade as Name of the Dealership. Your ISP should be able to assist with establishing the business account for your Dealership.
2. For example: If you choose Verizon FiOS, the Verizon Account must be established in the Business Name, not an individual.

The ISP can provide Internet connections through the following means. Although this list is not all inclusive, from studies presented to the Board, these are the most common means for which Dealers in Virginia will be able to establish an Internet Connection with an ISP. For example, Broadband, Wireless, Satellite, Cable, or Dial-up.

When Dealers have Internet service established, Dealers may use devices to connect to the internet as a way of communicating to MVDB and DMV using a computer, tablet, Smartphone (mobile) devices, modem, and other wireless networking devices.

An **email address** identifies an email box to which email messages are delivered.

This official email address should be designated as the Business email address and NOT be identified to a specific individual/person. An example of a business “official” email address is MountainValley-Cars@aol.com at the dealership. The Board recommends you should not have an email address associated with an individual/employee such as Jane.doe@aol.com since a person may leave the dealership causing difficulty with communicating to the Board and the Dealer having to establish a new email address. Please note it is the Dealer’s responsibility to always have access to this email address for sending and receiving emails to the Board.

In summary there are three important keynotes:

1. An internet connection must be at your established at your place of business and operating during your normal business hours.
2. If you decide your smart phones (mobile device) is how you will be communicating to the Board via the internet the Smartphone must be present (**onsite**) at the established place of business during your normal business hours. The Smartphone account must be in the name of the Dealership.
3. Internet and email authentication
 - a. The Board has the responsibility to verify your internet connection and your email address. This will normally be done by your field representative.
 - b. Go to our website www.mvdb.virginia.gov and sign up for the **Dealer Talk** Newsletter, using your “official” Dealer email.
 - c. Use the MVDB-10 form during license renewal, or for any changes, to transmit to the Board the Dealer’s “official” email.

For the entire July 1, 2013 guidance document click HERE.

DMV News

Forms and Applications

Effective January 1, 2018 DMV released revised versions of several customer forms and applications. Each of the revised applications is used to title and or register a motor vehicle. The following revised applications were released:

VSA 14 “Vehicle Registration Application”,

VSA 14I “Registration Information Sheet”,

VSA 17A “Application for Certificate of Title and Registration”,

VSA 17B “Application for Certificate of Title – Manufactured Home.”

The former VSA 17A “Application for Certificate of Title and Registration” dated July 1, 2013 will no longer be produced. This older version may be utilized up to 6 months after discontinuation. The newest versions of these forms are available on the web by visiting <https://www.dmv.virginia.gov/forms> and type in the form name.

PoD Temporary License Plates

Virginia Department of Motor Vehicles (DMV) began using print on demand (PoD) technology for temporary tags in December 2009. Since that time specific parameters for use and issuance have been defined by Virginia Code §46.2-1542, and §46.2-1561. The PoD program is intended to allow individuals who recently purchased vehicles the opportunity to immediately drive the vehicle for up to thirty days while ownership is being transferred. The following are instances when PoD temporary license plates may be issued:

Purchaser is **NOT** a Virginia resident and will be titling the vehicle in their home state.

Out of state purchasers are allowed 2 reissues.

1. Purchaser is a Virginia resident and wants a personalized plate message.
 2. Purchaser is a Virginia resident and wants to order a plate not stocked at the dealership.
 3. Dealership does or does not have the title or ownership document readily available to transfer ownership at the time sale.
- A second set of 30 day temporary tags may be issued if ownership isn't transferred within 30 days of first issuance.
 - ◆ Dealer must submit to DMV the application for certificate of title, copy of the bill of sale, payment of the Sales and Use tax, and a written statement of fact describing the efforts being taken to secure the ownership document before issuing a second set to Virginia customers.
 - ◆ The second set must be issued within 5 days of 1st set expiring.
 - A 30 day extension may be granted on the second set if ownership hasn't been transferred or title unable to be produced by the dealer.

Issuing PoD temporary license plates for vehicles not sold at the issuing dealership, or issuing PoD temporary license plates to individuals other than the vehicle owner or purchaser constitutes misuse and is a Class 1 misdemeanor.

Reminders...

ALL IDO's of independent dealerships must at some point in time, recertify their IDO qualification every three years by either taking an online course, classroom course, or by passing a DMV test. Click [HERE](#) for more information and [HERE](#) to determine your recertification deadline. Please note that dealers with [Franchise](#) endorsements are exempt from recertification. If you are unclear on your recertification deadline, or any other recertification questions, please contact Ann Majors at the MVDB. She may be reached at 804-367-1100 x 3016, or email at ann.majors@mvdb.virginia.gov.

Board Actions

Dealer Practices

Informal fact-finding conferences:

Great Affordable Autos, LLC and Michael J. Mezo - On October 30, 2017, an informal fact-finding conference was conducted to address the alleged violations of failure to maintain business hours, and failure to comply with previous warnings. Based on the information provided at the conference, the Board assessed a civil penalty of \$1,000 and a satisfactory inspection. Mr. Mezo may appeal this Board action to a Formal Hearing.

Hertz Car Sales and Mark Frissora - On November 20, 2017, an informal fact-finding conference was conducted to address the alleged violation of an unlicensed salesperson. Based on the information provided at the conference, the Board assess a civil penalty of \$1,000. Mr. Frissora may appeal this Board action to a Formal Hearing.

Administrative Actions:

Capitol Motors LLC, and Luis E. Munayco. Paid a \$5,000 civil penalty for failure to maintain liability insurance on all dealer tags.

New Age Auto and Rodney Soulsby II. Dealer was assessed a \$2,000 civil penalty for failure to maintain liability insurance on all dealer tags. The dealer closed his business, did not pay the civil penalty, and the civil penalty amount was turned over to debt set-off.

Car Zone INC. and Maroun George Chaoul. Paid a \$1,000 civil penalty for failure to maintain liability insurance on all dealer tags.

Dinwiddie Motor Company LLC and Amy Bishop. Suspended for failing to pay a \$5,000 civil penalty for failure to maintain liability insurance on all dealer tags.

Select Automotive.com and George Loizou. Paid a \$6,500 civil penalty for unlicensed salesperson, and failure to maintain liability insurance on all dealer tags.

Jarman's Sportscycles and Constance Jarman. Paid a \$250 civil penalty for failure to provide proof of safety inspection prior to retail sale.

J & M Used Auto Sales and Miranda Pritchard. Paid a \$1,000 civil penalty for failure to provide proof of safety inspection prior to retail sale.

Prime Choice Auto, LLC and Christopher Johnson. Paid a \$1,250 civil penalty for failure to provide proof of safety inspection prior to retail sale.

Royal Pike Motors and Shadi Madain. Paid a \$1,000 civil penalty for failure to provide proof of salespersons paid on a W-2.

North King Auto Cycle, Inc. and John Grosso. Paid a \$250 civil penalty for unlicensed salesperson.

JT Motors, LLC and Joe Touma. Paid a \$4,500 civil penalty for failure to provide proof of safety inspection prior to retail sale, and unlicensed salesperson.

Board Actions

Leonard Aluminum Utility and Lane Faison. Paid a \$500 civil penalty for failure to provide proof of safety inspection prior to retail sale.

Kitts Auto Sales, Inc. and Adrian Kitrell. Paid a \$250 civil penalty for failure to provide proof of safety inspection prior to retail sale.

Franklin Chevrolet-Buick-GMC and Sean Earley. Paid a \$500 civil penalty for unlicensed salesperson.

Hampton Auto and Truck and Tremayne Jernigan. Paid a \$750 civil penalty for failure to provide proof of salespersons paid on a W-2.

Hurt Motor Sales, Inc. and Walter R. Compton. Paid a \$1,500 civil penalty for failure to maintain liability insurance on all dealer tags.

Legacy Motorsports, LLC and Vladimir Arana. Paid a \$1,250 civil penalty for unlicensed salesperson, and failure to provide proof of safety inspection prior to retail sale.

B&B Auto Group and Joseph A. Brooks. Paid a \$250 civil penalty for failure to maintain posted business hours, and failure to comply with previous warnings.

King George Auto Group, Inc. and Anita Lal. Paid a \$250 civil penalty for failure to maintain posted business hours, and failure to comply with previous warnings.

Duke Auto, LLC and Chris McCall. Paid a \$750 civil penalty for failure to maintain posted business hours, and failure to comply with previous warnings.

H & C Auto, Inc. and Richard E. Call. Paid a \$250 civil penalty for failure to maintain posted business hours, and failure to comply with previous warnings.

Hutchison Motor Company and Dennis Hutchison. Paid a \$250 civil penalty for failure to maintain posted business hours, and failure to comply with previous warnings.

EED Auto Group, LLC and Emerson E. Denny. Turned over to debt set-off for failure to pay a \$250 civil penalty for failure to maintain posted business hours, and failure to comply with previous warnings.

Stars Nation, Inc. and Mohammed and Mr. Hossain. Paid a \$500 civil penalty for failure to maintain posted business hours, and failure to comply with previous warnings.

Auto Planet Pre-Owned and Scott A. McMichael. Paid a \$500 civil penalty for failure to maintain posted business hours, and failure to comply with previous warnings.

Maraton Motors and Martin U. Onyirimba. Paid a \$250 civil penalty for failure to maintain posted business hours, and failure to comply with previous warnings.

Antle Auto Sales and Frances W. Antle. Paid a \$250 civil penalty for failure to maintain posted business hours, and failure to comply with previous warnings.

Board Actions

North End Motors and Hassan E. Ali. Paid a \$750 civil penalty for failure to maintain posted business hours, and failure to comply with previous warnings.

Alpine Motor Sports and John B. Johnson. Paid a \$500 civil penalty for failure to maintain posted business hours, and failure to comply with previous warnings.

Goodwill Auto Sale, Inc. and Anwar Eslam. Paid a \$500 civil penalty for failure to maintain posted business hours, failure to comply with previous warnings, and failure to comply with dealer records requirements.

Cub Run Auto, LLC and Shane Moran. Paid a \$500 civil penalty for failure to maintain posted business hours, and failure to comply with previous warnings.

A Plus Auto, LLC and Anthony Vaughn. Paid a \$250 civil penalty for failure to maintain posted business hours, and failure to comply with previous warnings.

Richard L. Shover & Son and Richard L. Shover. Paid a \$250 civil penalty for failure to maintain posted business hours, and failure to comply with previous warnings.

J & M Used Auto Sales and Marinda Pritchard. Paid a \$500 civil penalty for failure to maintain posted business hours, and failure to comply with previous warnings.

Licensing

Informal fact-finding conferences:

Matthew Sicurella, Sales Applicant - On November 7, 2017, an informal fact-finding conference was conducted to address the alleged violations of having been convicted of a felony. Based on the information provided at the conference, the Board denied the application for a sales license for Mr. Sicurella. Mr. Sicurella may appeal this Board action to a Formal Hearing.

William M. Edwards, III, Sales Applicant - On October 25, 2017, an informal fact-finding conference was conducted to address the alleged violations of having been convicted of a felony. Based on the information provided at the conference, the Board approved Mr. Edwards to apply for a sales license.

Mr. Matthew R. Bell, Sales Applicant – On October 25, 2017, an informal fact-finding conference was conducted to address the alleged violations of having been convicted of a felony. Based on the information provided at the conference, the Board denied the application for a sales license for Mr. Bell. Mr. Bell may appeal this Board action to a Formal Hearing.

Mr. Shawn Lee Dao, Sales Applicant – On December 4, 2017, an informal fact-finding conference was conducted to address the alleged violations of having been convicted of a felony. Based on the information provided at the conference, the Board approved Mr. Dao to apply for a sales license. The Board further requires that Mr. Dao and all future employers submit an affidavit to the Board before a license will be issued or transferred.

IMPORTANT NOTICE TO PROSPECTIVE DEALERS

The path to a Dealer-Operator license begins with a required two-day course of study each month at various community colleges in Virginia with the curriculum and instruction provided by VIADA.

The course takes the attendee from establishing the dealership under local zoning and Dealer Board requirements, through the sales process with its multitude of forms, laws and regulations, in to a sampling of opening and operating expenses, and ending with a discussion on ethics.

The course is open to all existing dealers and their employees.

The course offers 1.6 continuing education credits transferable to any college.

Date	College	Contact Information
2018		
Feb 13-14	Paul D. Camp Community College, Franklin	Renee Brown 757-569-6050
Feb 27-28	VA Western Community College, Greenville Center, Daleville	Registration 540-857-6076
Mar 13-14	Northern Virginia Community College, Woodbridge	Claire Wynn 703-450-2551
Mar 28-29	Thomas Nelson Community College, Hampton	Registration 757-825-2937
Apr 10-11	Lord Fairfax Community College, Middletown	Registration 540-868-7021
Apr 24-25	Blue Ridge Community College, Weyers Cave	Registration 540-453-2215
May 22-23	Community College Workforce Alliance @ Reyn- olds Community College, Henrico	Sandy Jones 804-523-2293
Jun 05-06	Germanna Community College, Fredericksburg	Registration 540-891-3012
Jun 26-27	Danville Community College, Danville	Registration 434-797-8430

MOTOR VEHICLE DEALER BOARD

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DISCLAIMER: We make every effort to ensure information in Dealer Talk is accurate, but it is not a substitute for legal advice.



MVDB Mission Statement

The Motor Vehicle Dealer Board will administer sections of the Commonwealth's Motor Vehicle Dealer Laws and regulations as charged; promote the best interest of both the automotive consumer and dealer community; while providing a high level of customer service.

2017 Vehicle Sales Data

Wednesday, January 03, 2018					
Source: www.motorintelligence.com					
	YTD SALES			% MARKET SHARE	
	2017	2016	% Chg	YTD 2017	YTD 2016
Total Car	6,332,925	7,104,593	-10.9	36.8	40.5
Domestic Car	1,564,563	1,925,190	-18.7	9.1	11
Import Car	4,768,362	5,179,403	-7.9	27.7	29.5
Total Truck	10,897,511	10,445,801	4.3	63.2	59.5
Domestic Truck	6,074,955	5,967,474	1.8	35.3	34
Import Truck	4,822,556	4,478,327	7.7	28	25.5
TOTAL LIGHT VEHICLE SALES	17,230,436	17,550,394	-1.8	100	100
Selling Days	306	307
Estimate Imported cars only Imported trucks only					