

Supplemental Sales Application

FOR TEMPORARY OFF-SITE SALE OR PERMANENT SUPPLEMENTAL LICENSE

AGENCY USE ONLY
Sup Cert#:
Fee:
Initials:

INSTRUCTIONS FOR TEMPORARY OFF-SITE SALE :
 Complete FRONT and submit \$40 to MVDB no later than 15 days prior to the sale. Maximum of 8 temporary supplemental sales issued per license year.
 Note: Consecutive Temporary Sales Licenses cannot be issued for the same jurisdiction.
 Sales Duration Not To Exceed 7 days for Cars/Trucks; 14 days for Motorcycle, Recreational Vehicle, and Trailers

INSTRUCTIONS FOR PERMANENT SUPPLEMENTAL LICENSE
 Complete BACK and submit with \$40 for 1 year renewal or \$80 for 2-yr renewal to MVDB. Include with this form a MVDB 19 Zoning Compliance Certification.

DEALER INFORMATION

Business Trading As Name		Dealer Certificate Number	
Business Address	Street	City	Zip Code
Primary Contact Telephone Number ()	Fax Number ()	Business email address	

TEMPORARY OFF-SITE SALES LOCATION INFORMATION

Name of Show				
Temporary Sales Location Address	Street	City or Town	County	Zip Code
Sale Starting Date: mm/dd/yy		Sale Ending Date: mm/dd/yy		

NEW MOTOR VEHICLE Off-Site Sale

Instructions: List the Line-makes you have a franchise/sales agreement and will be selling at the temporary sales location below and check the appropriate statement and sign CERTIFICATION below.

- I certify that the temporary supplemental sales location is within my Dealership's area of responsibility. I have obtained permission from the franchise(s) to participate in the sales dates as noted above.
- I certify the temporary sale is NOT exclusively within my Dealership area of responsibility as defined in the franchise/sales agreement however I have contacted the dealers of the same line-make and they do not object to the temporary sales for the line-makes listed above.

USED MOTOR VEHICLE Off-Site Sale

Instructions: Check the appropriate statement and sign the CERTIFICATION below.

- I am selling used motor vehicles for the sales dates listed above. The sale is in the county, city, or town that I have a dealer license (46.2-1510) or for the contiguous county, city, or town.
- I am selling used motor vehicles for the sales dates listed above and the location is outside the county, city, or town I have a dealer license or for the contiguous county, city, or town. I, or the promoter has sent a letter by certified mail to each dealer(s) in the country, city, or town listed above 30 days prior to the sale and has invited them to participate in the sale under the same terms as the temporary sales license for the sales dates. I have attached to this application a list of the dealers that were sent invitations.

I certify and affirm that THIS TEMPORARY SUPPLEMENTAL sales location is in compliance with applicable local ordinances and requirements and all information presented in this form is true and correct, that any documents I have presented to MVDB are genuine, and that the information included in all supporting documentation is true and accurate. I make this certification and affirmation under penalty of perjury and I understand that knowingly making a false statement or representation on this form is a criminal violation.

Owner/Partner/Officer of Corporation (print)	Owner/Partner/Officer of Corporation (signature)	Date (mm/dd/yyyy)
--	--	-------------------

Permanent Supplemental License Application

AGENCY USE ONLY
Sup Cert#:
Fee:
Initials:

Instructions: To apply for a Permanent Supplemental Sales License, complete this side and submit \$40 for 1 year renewal or \$80 for 2 year renewal along with a MVDB 19 Zoning Compliance Certification and fees to MVDB

A permanent supplemental license is required for premises less than 500 yards from the dealer's established location. A permanent supplemental license is required for each location you operate or purpose to operate for the display and sale of motor vehicles that is not on the property adjoining the dealer's established location.

DEALER INFORMATION			
Business Trading As Name		Dealer Certificate Number	
Business Location Address	Street	City	Zip Code
Primary Contact Telephone Number ()	Fax Number ()	Business email address	

PERMANENT SUPPLEMENTAL SALES LOCATION CERTIFICATION

A PERMANENT SUPPLEMENTAL LICENSE IS REQUIRED FOR PREMISES LESS THAN 500 YARDS FROM THE DEALER'S ESTABLISHED LOCATION. A permanent supplemental license is required for each location you operate or propose to operate for the display and sale of motor vehicles that is not on the property adjoining the dealer's established location. Include with this application a MVDB 19, Zoning Compliance Certification

Permanent Supplemental Location Address	Street	City	Zip Code
---	--------	------	----------

I certify and affirm that all information presented in this form is true and correct, that any documents I have presented to MVDB are genuine, and that the information included in all supporting documentation is true and accurate. I make this certification and affirmation under penalty of perjury and I understand that knowingly making a false statement or representation this form is a criminal violation.

Owner, Partner, Officer of the Business Name (print)	Date (mm/dd/yyyy)
--	-------------------

Owner, Partner, Officer of the Business Name (signature)
--