



**STATE BOARD OF VEHICLE MANUFACTURERS,  
DEALERS, AND SALESPERSONS**

PO Box 8413  
Harrisburg PA 17105-8413

**Check to indicate the license you are  
renewing:**

- Vehicle Dealership (\$175)
- Vehicle Distributor (\$175)
- Vehicle Auction (\$175)
- Vehicle Manufacturer (\$250)
- Dealership Branch (\$175)
- Manufacturer Branch (\$175)

\_\_\_\_\_  
License Number

\_\_\_\_\_  
Name as it appears on your License

\_\_\_\_\_  
Address as it appears on your license:

Submit a check/money order for the amount next to your license type, payable to **Commonwealth of PA.**

Write your license number on your payment.

*\$5.00 per month late fee if postmarked after May 31, 2017*

- This business has closed or will be closing effective May 31, 2017. (No fee required.)
- IF YOU ARE CHANGING YOUR BUSINESS NAME AND/OR BUSINESS ADDRESS**, download the correct application from the Board's website [www.dos.pa.gov/vehicle](http://www.dos.pa.gov/vehicle) by clicking General Board Information and then Application Forms. Return this notice and fee as well as the completed application (including all required documents and fees) to the Board office.

**THE FOLLOWING QUESTIONS MUST BE ANSWERED:**

<b>CIRCLE the correct answer to each question. Every statement <i>must</i> be answered or this renewal will not be processed.</b>		
<b>If you answer YES to question 3 through 6 – provide details AND attach certified copies of legal document(s).</b>		
1.	Does this business hold, or has it ever held, a license, certificate, permit, registration or other authorization to practice a profession or occupation in any state or jurisdiction?	<b>YES    NO</b>
2.	If you answered yes to the above question, please provide the profession and state or jurisdiction.	
3.	Since the initial application or last renewal, whichever is later, has any owner, officer, partner, and/or member had disciplinary action taken against a professional or occupational license, certificate, permit, registration or other authorization to practice a profession or occupation issued to you in any state or jurisdiction or have you agreed to voluntary surrender in lieu of discipline?	<b>YES    NO</b>
4.	Does any owner, officer, partner, and/or member currently have any disciplinary charges pending against his/her professional or occupational license, certificate, permit or registration in any state or jurisdiction?	<b>YES    NO</b>
5.	Since the initial application or last renewal, whichever is later, has any owner, officer, partner, and/or member withdrawn an application for a professional or occupational license, certificate, permit or registration, had an application denied or refused, or for disciplinary reasons agreed not to apply or reapply for a professional or occupational license, certificate, permit or registration in any state or jurisdiction?	<b>YES    NO</b>
6.	Since the initial application or last renewal, whichever is later, has any owner, officer, member and/or partner been convicted, found guilty or pleaded nolo contendere, or received probation without verdict or accelerated rehabilitative disposition (ARD) as to any felony or misdemeanor, including any drug law violations, or are any criminal charges pending and unresolved, in any state court, federal court or other jurisdiction? You are not required to disclose any ARD or other criminal matter that has been expunged by order of a court.	<b>YES    NO</b>

**LICENSEE CERTIFICATION**

I verify that this form is in the original format as supplied by the Department of State and has not been altered or otherwise modified in any way. I am aware of the criminal penalties for tampering with public records or information pursuant to 18 PaC.S. Section 4911 and that any false statement made is subject to the penalties of 18 PaC.S. Section 4904 relating to unsworn falsification to authorities and may result in my license being disciplined.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

**PRACTICING ON AN EXPIRED LICENSE MAY RESULT IN DISCIPLINARY ACTIONS AND ADDITIONAL MONETARY PENALTIES**