



STATE OF FLORIDA
 DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES
 DIVISION OF MOTOR VEHICLES
 NEIL KIRKMAN BUILDING - TALLAHASSEE, FLORIDA 32399-0500



**APPLICATION FOR A LICENSE AS A MOTOR VEHICLE OR RECREATIONAL
 VEHICLE MANUFACTURER, IMPORTER, OR DISTRIBUTOR
 OR A MOBILE HOME MANUFACTURER**

DMV USE ONLY

Entered By: _____
 Approved By: _____

Do not use white out or correction tape on this application.

1. Pursuant to Sections 320.60, 320.70, or 320.8225, Florida Statutes, I hereby make application and submit the required documentation for a license, or modifications as:

- | | | |
|-----------------------------|--|--|
| <input type="checkbox"/> MD | Distributor - 320.60, F.S. | <input type="checkbox"/> Original Application |
| <input type="checkbox"/> MI | Importer - 320.60, F.S. | Modification: |
| <input type="checkbox"/> MV | Motor Vehicle Manufacturer - 320.60, F.S. | <input type="checkbox"/> Corporate Update |
| <input type="checkbox"/> MH | Mobile Home Manufacturer - 320.8225, F.S. | <input type="checkbox"/> Name Change |
| <input type="checkbox"/> MR | Recreational Vehicle Manufacturer - 320.8225, F.S. | <input type="checkbox"/> Change of Location |
| | | <input type="checkbox"/> Postal Update |
| | | <input type="checkbox"/> Change of Mailing Address |

Current or Last License Number: _____

Licensee Name: _____

Fictitious (DBA) Name(s): _____

Physical Address: _____
Street or Post Office Box

City State Zip Code

Mailing Address: _____
Enter Mailing Address Even if Same as Physical Address Street or Post Office Box

City State Zip Code

Business Telephone Number: () _____

() _____ () _____
 Cell Number FAX Number

E-Mail Address: _____

Federal Employee's Identification Number: _____

Social Security Number, If Sole Proprietor: _____

2. Line makes of vehicles and/or units manufactured, distributed, or imported: _____

3. Sole Proprietor Corporation Limited Liability Corporation/Partnership (LLC/LLP)
 Limited Liability Limited Partnership (LLLP) Partnership

A. SOLE OWNER: _____
Last Name First Name Middle Initial

Date of Birth Social Security Number Phone Number (FRVIS Customer Number - DMV Use Only)

Residence Address City State Zip Code

B. PARTNERS: _____
Last Name First Name Middle Initial

Date of Birth Social Security Number Phone Number (FRVIS Customer Number - DMV Use Only)

Residence Address City State Zip Code

LICENSE NUMBER
ISSUE DATE
AMOUNT
CHECK NUMBER
CRS PAYMENT NUMBER
DATE APPLICATION WAS RECEIVED IN DEALER LICENSE SECTION
DATE APPLICATION WAS COMPLETED IN DEALER LICENSE SECTION
FRVIS CUSTOMER NUMBER

**APPLICATION FOR A LICENSE AS A MOTOR VEHICLE OR RECREATIONAL VEHICLE MANUFACTURER,
IMPORTER, DISTRIBUTOR, OR MOBILE HOME MANUFACTURER**

PARTNERS continued:

Last Name	First Name	Middle Initial
Date of Birth	Social Security Number	Phone Number
		(FRVIS Customer Number - DMV Use Only)
Residence Address	City	State
		Zip Code

C. CORPORATE/LLC/LLP/LLLP:

Corporate Name
Corporate Headquarters Business Address
City
State
Zip Code
Date Corporation Registered with Florida Secretary of State
State or County of Incorporation

PRESIDENT:

Last Name	First Name	Middle Initial
Date of Birth	Social Security Number	(FRVIS Customer Number - DMV Use Only)
Residence Address	City	State
		Zip Code

VICE PRESIDENT:

Last Name	First Name	Middle Initial
Date of Birth	Social Security Number	(FRVIS Customer Number - DMV Use Only)
Residence Address	City	State
		Zip Code

SECRETARY:

Last Name	First Name	Middle Initial
Date of Birth	Social Security Number	(FRVIS Customer Number - DMV Use Only)
Residence Address	City	State
		Zip Code

TREASURER:

Last Name	First Name	Middle Initial
Date of Birth	Social Security Number	(FRVIS Customer Number - DMV Use Only)
Residence Address	City	State
		Zip Code

DIRECTOR:

Last Name	First Name	Middle Initial
Date of Birth	Social Security Number	(FRVIS Customer Number - DMV Use Only)
Residence Address	City	State
		Zip Code

Please attach the following items to application:

- ◆ A current financial statement (Motor Vehicle or Recreational Vehicle Manufacturers, Distributors, and Importers or Mobile Home Manufacturer)
- ◆ Surety bond or irrevocable letter of credit (Mobile Home Manufacturers)
- ◆ Surety bond (Recreational Vehicle Manufacturers, Distributors, or Importers)
- ◆ A copy of the product warranty
- ◆ A list of authorized Florida dealers
- ◆ Copies of all applicable preparation and delivery charge agreements
- ◆ Copies of all applicable warranty labor rates and parts agreements
- ◆ Articles of Incorporation or Articles of Organization, or Partnership Agreement
- ◆ Photos of the vehicles
- ◆ Fictitious name registered with Secretary of State
- ◆ Copy of certification from the Division of Corporations showing current registration of business to conduct business in the State of Florida (on-line access at www.sunbiz.org)
- ◆ Manufacturer's Statement of Origin as per the requirements of the State of Florida

Please refer to the attach checklist for further requirements.

Under penalty of perjury, I do swear or affirm that the information contained in this application is true and correct and that applicant, if licensed, will abide by all laws of Florida, including Chapters 319 and 320, Florida Statutes, and all applicable rules of the Department of Highway Safety and Motor Vehicles. I further certify that I am authorized to bind the applicant with my signature.

Signature (Required)	Printed Name	Title	Date
HSMV 84256(06/07)S	Please mail the completed renewal application and required documents to: The Dealer License Section, 2900 Apalachee Parkway, Room A312 - MS 65, Tallahassee, Florida 32399.		

State of Florida
DEPARTMENT OF
HIGHWAY SAFETY AND MOTOR VEHICLES
TALLAHASSEE, FLORIDA 32399-0500



ELECTRA THEODORIDES-BUSTLE
Executive Director

RE: Licensing Requirements for Manufacturer, Distributor, or Importer License

The enclosed packet contains forms necessary to make application for either of the above referenced licenses. When you have completed both sides of the application and have provided supporting documents, listed on the enclosed check list, mail them to the Division of Motor Vehicles with a check in the amount of \$300. (For Mobile Home Manufacturers and Recreational Vehicle Manufacturers, Distributors, Importers or Van Converters, please submit a check in the amount of \$340.) Please make the check payable to the Division of Motor Vehicles.

Mail applications to the following address:

Division of Motor Vehicles
Neil Kirkman Building
Room A312, MS-65
2900 Apalachee Parkway
Tallahassee, Florida 32399-0635

If you have any questions or need additional information, please contact our office at 850 617-3003.

Enclosures

Division of Motor Vehicles, Bureau of Field Operations, Dealer Licensing Section
Neil Kirkman Building, Room A312, MS-65, 2900 Apalachee Parkway,
Tallahassee, Florida 32399-0635, 850 617-3003
<http://www.hsmv.state.fl.us>

Check List

Manufacturer, Importer, or Distributor of Motor Scooters with an Engine Displacement of 50cc; or Less

1. Complete both sides of application form.
2. Distributor or Importer applicants must provide copies of an agreement between the manufacturer and themselves authorizing the applicant to distribute or import the manufacturer's vehicles.
3. A current financial statement must be included with application.
4. A certified copy of the product warranty in any way connected with the motor vehicle or any component thereof must be submitted with application.
5. Federal Employer's Identification Number must be submitted with application.
6. Articles of Incorporation must be submitted with application.
7. Proof of registration with the Florida Secretary of State, Division of Corporations to conduct business in Florida, must be provided with your application. You may find information about this process on-line from the Division of Corporations at www.sunbiz.org.
8. Proof of registration of fictitious name(s) with the Florida Secretary of State, Division of Corporations (on-line access at www.sunbiz.org).
9. A check payable to the Division of Motor Vehicles in the amount of \$300 must be submitted with application.
10. A photo of the vehicles(s) being manufactured, distributed or imported, or a brochure with pictures of the vehicle(s) must be included with application.
11. An affidavit stating that the line-make(s) meets all certification requirements set forth by the U.S. Department of Transportation must be submitted with application.
12. World Manufacturing Identifier (WMI) - Further information regarding registration as a manufacturer, Importer or Distributor may be obtained on-line from the National Highway Safety Administration at www.nhtsa.gov. Before a manufacturer can offer motor scooters for sale in the United States, a manufacturer must designate an agent for service of process in this country (Title 49 CFR 551.45) (Procedural Rules). It must also apply for its own world manufacturing identifier (WMI), comprising the first three characters of the vehicle identification number which must be affixed to the vehicles it manufactures. In addition, Title 49 CFR part 565 (Vehicle Identification Number Requirements), Title 49 CFR part 566 (Manufacturer Identification) and Title 49CFR part 567 (Certification), the certification label constitutes the manufacturers certification that the motor vehicle "conforms to all applicable Federal motor vehicle safety standards in effect on the date of manufacture." Copies of any letters from NHTSA verifying that you have met these requirements must be provided to the department with your application.

Additional information on other requirements for new vehicle manufacturers can be obtained from NHTSA by phone at 202-366-5302, or by fax 202-493-0073, or on-line at www.nhtsa.gov.

13. Once the department receives your application and the required documentation listed on this checklist, the department will assign you a "line make" which will be reflected on your Manufacturer's Statement of Origin (MSO) or your Manufacturer's Certificate of Origin (MCO). Once the line make has been assigned, please provide a copy of the MSO or MCO that your company intends to issue stamped "Void" or "Specimen" across the front to the department. The MSO or MCO must be printed in accordance with the attached specification set forth by the State of Florida. The MSO or MCO must include the brake horsepower and the displacement of the engine in cubic centimeters.

NOTE: Please submit the documents in the order requested on this checklist.

Division of Motor Vehicles, Bureau of Field Operations, Dealer Licensing Section
Neil Kirkman Building, Room A312, MS-65, 2900 Apalachee Parkway,
Tallahassee, Florida 32399-0635, 850 617-3003
<http://www.hsmv.state.fl.us>

Check List
Motor Vehicle Manufacturer, Importer, or
Distributor (Including Motor Cycles with an Engine Displacement
Greater than 50cc's)

1. Complete both sides of application form.
2. Distributor or Importer applicants must provide copies of an agreement between the manufacturer and themselves authorizing the applicant to distribute or import the manufacturer's vehicles.
3. A current financial statement must be included with application.
4. A certified copy of the product warranty in any way connected with the motor vehicle or any component thereof must be submitted with application.
5. Federal Employer's Identification Number must be submitted with application.
6. Articles of Incorporation must be submitted with application.
7. Proof of registration with the Florida Secretary of State, Division of Corporations to conduct business in Florida, must be provided with your application. You may find information about this process on-line from the Division of Corporations at www.sunbiz.org.
8. Proof of registration of fictitious name(s) with the Florida Secretary of State, Division of Corporations (on-line access at www.sunbiz.org).
9. Pursuant to section 320.645, Florida Statutes, a licensed manufacturer, distributor or importer can either wholesale or retail. This means the law does not permit a licensed manufacturer, distributor or importer to engage in both retail and wholesale at the same time. Therefore, if you wish to wholesale through franchised dealers; a list of authorized Florida dealers must be submitted with the application, or if YOU wish to retail by engaging in direct sale; you must submit an affidavit stating that you will be applying for your franchise dealer's license as soon as you are licensed by the department as a manufacturer, distributor or importer.
10. Manufacturers of Low Speed Vehicles (LSV) - All Manufacturers Certificates of Origin (MCO) must include the statement: "This Vehicle conforms to Federal Regulations under Title 49 CFR Part 571.500."
11. If applicable, a copy of dealer service agreement must be submitted with application.
12. An affidavit acknowledging the fact that the terms or provisions of the agreement, or any related document, are not inconsistent with, or contrary to the provisions contained in sections 320.60-320.70, F.S. The affidavit must include any Franchise agreement offered to a motor vehicles dealer in this state and shall provide that all terms and conditions in such agreement inconsistent with the law and rules of this state are of no force and effect.
13. Copies of all applicable warranty labor rates and parts agreements must be provided with application.
14. A certified copy of all applicable preparation and delivery charge obligations of the dealer must be submitted with application.
15. Check payable to the Division of Motor vehicles in the amount of \$300 must be submitted with application.
16. A photo of the vehicle(s) being manufactured, distributed or imported, or a brochure with pictures of the vehicles must be provided with application.

Division of Motor Vehicles, Bureau of Field Operations, Dealer Licensing Section
Neil Kirkman Building, Room A312, MS-65, 2900 Apalachee Parkway,
Tallahassee, Florida 32399-0635, 850 617-3003
<http://www.hsmv.state.fl.us>

Check List
Motor Vehicle Manufacturer, Importer, or
Distributor (Including Motor Cycles with an Engine Displacement
Greater than 50cc's) continued

17. An affidavit stating that the line-make(s) meets all certification requirements set forth by the U.S. Department of Transportation must be submitted with application.
18. **World Manufacturing Identifier (WMI). Further information regarding registration as a manufacturer, Importer, or Distributor may be obtained on-line from the National Highway Safety Administration (NHTSA) at www.nhtsa.gov.** Before a manufacturer can offer motor scooters for sale in the United States, a manufacturer must designate an agent for service of process in this country (Title 49 CFR 551.45) (Procedural Rules). It must also apply for its own world manufacturing identifier (WMI), comprising the first three characters of the vehicle identification number which must be affixed to the vehicles it manufactures. In addition, 49 CFR part 565 (Vehicle Identification Number Requirements), Title 49 CFR part 566 (Manufacturer Identification) and Title 49CFR part 567 (Certification) the certification label constitutes the manufacturer's certification that the motor vehicle "conforms to all applicable Federal motor vehicle safety standards in effect on the date of manufacture." Copies of any letters from NHTSA verifying that you have met these requirements must be provided to the department with your application.

Additional information on other requirements for new vehicle manufacturers can be obtained from NHTSA by phone at 202-366-5302, or by fax 202-493-0073, or on-line at www.nhtsa.gov.

19. Once the department receives your application and the required documentation listed on this checklist, the department will assign you a "line make" which will be reflected on your Manufacturer's Statement of Origin (MSO) or your Manufacturer's Certificate of Origin (MCO). Once the line make has been assigned, please provide a copy of the MSO or MCO that your company intends to issue stamped "Void" or "Specimen" across the front to the department. The MSO or MCO must be printed in accordance with the attached specification set forth by the State of Florida. The MSO or MCO must include the brake horsepower and the displacement of the engine in cubic centimeters.

NOTE: Please submit the documents in the order requested on this checklist.

CHECK LIST FOR MOBILE HOME MANUFACTURER APPLICANTS

1. Complete both sides of the application form, HSMV 84256.
2. Check payable to the Division of Motor Vehicles in the amount of \$340 must be submitted with the application.
3. A current financial statement must be submitted with the application.
4. A copy of the product warranty must be included with the application.
5. Surety bond or letter of credit in the amount of \$50,000 for mobile home manufacturers must be submitted with the application.
6. Federal Employer's Identification Number must be submitted with application.
7. Articles of incorporation must be submitted with application.
8. Proof of registration with the Florida Secretary of State, Division of Corporations, to conduct business in Florida, must be submitted with your application. (For additional information on this process, visit the Division of Corporations' website at www.sunbiz.org).
9. A sample of your original Manufacturer's Statement of Origin (MSO) or Manufacturers Certificate of Origin (MCO) your company intends to issue must be submitted with your application. You may stamp "Void" or "Specimen" across the front of the MSO or MCO.

**CHECK LIST FOR
RECREATIONAL VEHICLE MANUFACTURER, DISTRIBUTOR,
OR IMPORTER APPLICANTS**

1. Complete both sides of the application form, HSMV 84256.
2. Check payable to the Division of Motor Vehicles in the amount of \$340 must be submitted with the application.
3. A current financial statement must be submitted with the application.
4. A copy of the product warranty must be submitted with the application.
5. Surety bond in the amount of \$10,000 for recreational vehicle manufacturers must be submitted with the application.
6. Federal Employer's Identification Number must be submitted with the application.
7. Articles of incorporation must be submitted with the application.
8. Proof of registration with the Florida Secretary of State, Division of Corporations, to conduct business in Florida, must be submitted with the application. (For additional information on this process, visit the Division of Corporations' website at www.sunbiz.org).
9. A sample of your original Manufacturer's Statement of Origin (MSO) or Manufacturers Certificate of Origin (MCO) your company intends to issue must be submitted with the application. You may stamp "Void" or "Specimen" across the front of the MSO or MCO.

Specifications for Printing a Manufacturer's Certificate of Origin (MCO) for Motor Vehicles

SECURITY FEATURES - All Certificates of Origin should contain the following nine security features:

1. Paper: (a) Sensitized Security Paper - paper that is reactive to chemicals commonly used to alter documents.
(b) Non-Optical Brightener Paper - paper without added optical brighteners which will not fluoresce under ultraviolet light.
2. Engraved Border - a border produced from engraved art work which shall appear on the front of the document.
3. (a) Prismatic - rainbow printing which is used as a deterrent to color copying, and/or
(b) Copy Void Pantograph - the word "void" appears when the document is copied.
4. Complex Colors - colors which are developed by using a mixture of two or more of the primary colors (red, yellow, or blue) and black if required.
5. Erasable Fluorescent Background Inks - fluoresces under ultraviolet light and reacts to any attempts to erase in such a manner as to be immediately detectable.
6. Background Security Designed - a repetitious design consisting of a pattern which hinders counterfeiting efforts.
7. Microline - a line of small alpha characters in capital letters which requires a magnifying glass to read.
8. Consecutively Numbered - documents that contain a number, which is consecutively numbered for control purposes.
9. (a) Security Thread - with or without watermark, and
(b) Intaglio Print - with or without latent image.

Document Size - "Certificates of Origin" size specification shall be seven (7) inches by eight (8) inches.

Paper Stock - Sixty (60) pound offset or equivalent durability

Construction - Unless otherwise specified by the user, the forms should be constructed and fan-folded on high-speed printed computer printer and/or continuous typewriters.

Layout - Text matter space for 1/10 inch horizontal and 1/6 inch deep character per AAMVA H-12 Policy for standard format.

Facility Security - To ensure the integrity of the manufactures "Certificate of Origin", the user should require the vendor to maintain secure printing and storage facilities. (Revised 1990)

Bank Paper Printing Companies

American Bank Note Company

711 Armstrong Lane
Columbus, TN 38401
1-800-727-7515

Midwest Bank Note Company

46001 Five Mile Road
Plymouth, Michigan 48170
734 451-2222

De La Rue Security Printing

100 Power Court
Dulles, Virginia 20166
703 450-1300 ext. 248 or 223