

## **Questions and Answers Dealer Plates and Service Plates**

### **Q1. What is a motor vehicle and trailer Dealer & Service Plate?**

A1. The current motor vehicle and trailer Dealer and Service Plate is a single portable licence plate with black characters on a yellow background. Nine different sectors of the motor vehicle industry are currently permitted to use this plate as a form of temporary registration. This includes trailer/motor vehicle dealers, manufacturers and anyone who repairs, customizes, modifies or transports motor vehicles and trailers.

### **Q2. What changes are being introduced?**

A2. Effective December 1, 2004, the existing motor vehicle and trailer Dealer and Service Plate (DLR series) is being phased out over 26 months ending February 1, 2007, and will be replaced with two distinct plates.

A new **Dealer Plate/Permit (DPR)** (single portable licence plate that incorporates the word "DEALER" on the left side with red alpha-numeric characters on a white background) will be introduced for **exclusive use by motor vehicle dealers** on motor vehicles owned as part of the dealer's inventory of vehicles for sale. **The new Dealer Plate/Permit may be used for private use related to the sale of motor vehicles owned as part of the dealer's inventory.**

The existing yellow plate will continue to be used and will be converted to the new **Service Plate/Permit (SPR)**. It will be used primarily by **motor vehicle and trailer service providers** (including garages and dealers) including anyone who repairs, transports, customizes or modifies motor vehicles and trailers as well as trailer manufacturers. **No private use** of vehicles displaying the new Service Plate will be permitted.

### **Q3. Why is the ministry introducing a new Dealer Plate/Permit and Service Plate/Permit?**

A3. The ministry consulted with the motor vehicle industry, the enforcement community and other jurisdictions. Following the consultation, the ministry decided that a visibly distinct plate for exclusive use on dealer-owned vehicles (for sale) was required in light of the significant difference between permitted uses of the existing Dealer and Service Plate. For example, dealers were allowed to use the plate for private use on any vehicles currently in their sale inventory.

However, non-dealers, such as repairers, were restricted from using the plate on vehicles for private use. The introduction of a plate for exclusive use by dealers is strongly supported by the motor vehicle industry and enforcement community.

**Q4. When will these changes take place?**

A4. Effective December 1, 2004, the new Dealer Plate/Permit will be available for sale to existing and new motor vehicle dealers at Driver and Vehicle Licence Issuing Offices. Conversion of existing DLR series plates to the new Service Plate/Permit will also begin on December 1, 2004.

**Q5. What will the fee be for a Dealer Plate/Permit or a Service Plate/Permit?**

A5. Motor vehicle dealers may purchase the new Dealer Plate/Permit for \$30 each. The fee for a replacement permit will remain the same at \$10. There is no fee to convert an existing DLR series plate to a new Service Plate/Permit. The fee for a new Service Plate/Permit will be \$20 (same as the current Dealer and Service Plate fee).

**Q6. What is the validation period for the new Dealer Plate/Permit and the Service Plate/Permit?**

A6. The Dealer Plate/Permit and the Service Plate/Permit may be validated for a period of not less than three months and not more than 24 months.

**Q7. What is the validation fee for the new Dealer Plate/Permit and the Service Plate/Permit?**

A7. The validation fee for the new Dealer Plate/Permit and the Service Plate/Permit is \$13 per month (no change).

**Q8. Does everyone who currently has an existing DLR series plate need to return it to the ministry?**

A8. No. Only motor vehicle dealers are required to return each existing Dealer and Service Plate that they intend to replace by purchasing a new Dealer Plate/Permit. Repairers and other service providers will retain their existing DLR series plates and will be issued a new Service permit to coincide with the Service Plate/Permit.

**Q9. How long do dealers have to return their DLR series plates?**

A9. A 26-month transition period, beginning on December 1, 2004 and ending on February 1, 2007, has been established to accommodate clients who may have purchased validation for 24 months prior to the launch of the new plate. MTO and the motor vehicle industry will encourage dealers to return their existing DLR series plates and purchase the new Dealer Plate/Permit sooner rather than later.

**Q10. Where can the Dealer Plate/Permit and the Service Plate/Permit be obtained?**

A10. The Dealer Plate/Permit and the Service Plate/Permit may be obtained at any Driver and Vehicle Licence Issuing Office or the Queen's Park Driver and Vehicle Licence Issuing Office, once eligibility is confirmed. Neither plate can be purchased at a ServiceOntario kiosk, on-line or through the telephone call centre.

**Q11. Who can I call to obtain information regarding the new Dealer Plate/Permit and Service Plate/Permit?**

A11. Please contact the Licensing Administration Office at 1-800-387-3445 or (416) 235-2999, or visit [mto.gov.on.ca](http://mto.gov.on.ca) to obtain information regarding this initiative.

**Motor Vehicle Dealer Plate/Permit****Q12. What does the new Dealer Plate look like and what is the plate class?**

A12. The new Dealer Plate is a visibly distinct Ontario licence plate that has different security features (Ontario logo mark in retro-reflective material). It has a white background and the word "DEALER" clearly indicated on the left-hand side and red alpha-numeric characters. The plate class is "DPR".

**Q13. Who is eligible for the new Dealer Plate/Permit?**

A13. Only Ontario motor vehicle dealers licensed under the Motor Vehicle Dealers Act will be eligible to obtain a new Dealer Plate/Permit. The Dealer Plate/Permit must be registered in the same legal name that appears on the Motor Vehicle Dealer Licence.

**Q14. How many Dealer Plates/Permits can be issued to one registrant?**

A14. A motor vehicle dealer may obtain as many Dealer Plates/Permits as are required for their business – each plate must be validated for use on the highway.

**Q15. When may a Dealer Plate/Permit be used?**

A15. A Dealer Plate/Permit may be used on a motor vehicle or commercial motor vehicle that is owned as part of the dealer's inventory of vehicles for sale and only for purposes related to the sale of the motor vehicle. The Dealer Plate/Permit shall not be used on motor vehicles including commercial motor vehicles that are kept for private use or for hire, or on a commercial motor vehicle that is loaded with goods. The Dealer Plate/Permit may not be used on an unfit motor vehicle.

**Q16. What documentation is required to purchase the new Dealer Plate/Permit?**

A16. For new motor vehicle dealers, when purchasing the new Dealer Plate/Permit, you must provide the \$30 fee and each of the following:

- The original dealer number certificate issued by the Ontario Motor Vehicle Industry Council (OMVIC)
- Your driver's licence or two pieces of identification

If you are an existing motor vehicle dealer and you have a valid Dealer Authorization Letter (DAL) on file at your local issuing office, the plate, permit and the \$30 fee is required to purchase the new Dealer Plate/Permit. However, if you do not have a valid letter on file (i.e. it has expired), please follow the requirements of a new motor vehicle dealer, as listed above.

**Q17. Can a motor vehicle dealer also obtain a Service Plate/Permit?**

A17. Yes. In some cases, dealers will need to road test or transport unplate motor vehicles that they are in the process of repairing or servicing. Since the vehicle is not owned by the dealer as part of their inventory of vehicles for sale, they may require a Service Plate/Permit.

**Q18. What is the plate series for the new Dealer Plate/Permit?**

A18. The new Dealer Plate/Permit series is "DPR" and the allocated sequence is 001DLA to 999DVZ.

**Q19. How will motor vehicle dealers be notified of the new Dealer Plate/Permit?**

A19. Information regarding the new Dealer Plate/Permit will be available on MTO's website. Information will also be available through the Ontario Motor Vehicle Industry Council (OMVIC) newsletter and their associated website, as well as through the Used Car Dealers Association (UCDA), Ontario Automobile Dealers Association (OADA), Automobile Aftermarket Retailers of Ontario (AARO) and the Toronto Area Dealers Association (TADA).

## **Service Plate/Permit**

### **Q20. What does the new Service Plate look like and what is the plate class?**

A20. The re-designated Service Plate is identical in appearance to the old Dealer and Service Plate (black characters on a yellow background). The new plate class is “SPR”.



### **Q21. Who is eligible for the re-designated Service Plate/Permit?**

A21. Anyone who repairs, customizes, modifies, transports or manufactures motor vehicles or trailers, as well as trailer dealers and anyone who transports vehicles to a location where its load will be removed are eligible to apply for/use the new Service Plate/Permit.

This includes tow truck or impound facility operators under contract to the Ministry of Transportation to tow commercial vehicles under the Commercial Vehicle Impoundment Program (CVIP). It also includes auto auctions.

### **Q22. When may a Service Plate/Permit be used?**

A22. A Service Plate/Permit may be used:

- on a trailer or motor vehicle other than a motorcycle or motor-assisted bicycle for purposes related to the repair, road testing, customization or modification of the vehicle, if the vehicle is in the possession of the person to whom the service plate is issued, or
- for the purpose of transporting the vehicle by a person engaged in the business of transporting vehicles, or
- for purposes related to the manufacturing or sale of a trailer, or
- for the purpose of towing the vehicle by a person engaged in the business of transporting vehicles, or
- to tow a vehicle to a location where its load will be removed or to an impound facility

**Private use of motor vehicles or trailers with a Service Plate/Permit is not permitted.**

### **Q23. What documentation is required from new applicants for a Service Plate/Permit?**

A23. Anyone who customizes, modifies, manufactures or transports motor vehicles or trailers may apply for a Service Plate/Permit by presenting a letter on company letterhead outlining the reason why the permit and plate are required. A trailer dealer must present a 'Class A' garage licence.

**Q24. What documentation is required to convert the current Dealer and Service Plate to the new Service Plate/Permit?**

A24. If the plate applicant has a current Dealer and Service Plate but does not have a valid OMVIC dealer certificate, the plate is converted to the new Service Plate/Permit.

The non-motor vehicle dealer keeps the current black-on-yellow plate and the permit will be changed to indicate the new service class of "SPR". No identification or letter is required, however, the existing permit must be presented. There is no fee to convert Dealer and Service Plates to the new Service Plate/Permit.

**Q25. How many Service Plates/Permits can be issued to one registrant?**

A25. Anyone who repairs, customizes, modifies, manufactures or transports motor vehicles or trailers, as well as trailer dealers may obtain as many Service Plates/Permits as required for their business. Each plate must be validated for use on the highway.

**Q26. Can a repairer or service provider obtain a Dealer Plate/Permit?**

A26. No. The Dealer Plate/Permit will only be issued to licensed motor vehicle dealers. Qualified repairers and service providers will retain their existing Dealer and Service Plates, which will be converted to the new Service Plate/Permit. Qualified new applicants will be issued a Service Plate/Permit.

**Q27. Can an auto auction obtain a Dealer Plate/Permit?**

A27. No. The Dealer Plate/Permit will only be issued to licensed motor vehicle dealers. Qualified auto auctions will retain their existing Dealer and Service Plates, which will be converted to the new Service Plate/Permit. Qualified new auto auctions will be issued a Service Plate/Permit.

**Q28. What is the plate series for the new Service Plate/Permit?**

A28. The plate series for the new Service Plate/Permit is SPR and the assigned alphanumeric combination includes the new plate series 001DKM to 999DKZ and 001DWA to 999DZZ. This is in addition to the balance of existing plate series reserved for Dealer and Service Plates that are going to be re-designated as Service Plate/Permits.

**Q29. How will repairers and service providers learn about the new Service Plate/Permit?**

A29. Repairers and service providers will learn about the new Service Plate/Permit through the Driver and Vehicle Licence Issuing Offices when conducting routine transactions, or when accessing the ministry's website.

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