



PLAIN DEALING

A policy and administrative bulletin for licensed dealers
from the WisDOT DMV Dealer and Agent Section

wisconsin.dmv.gov

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EDITION

SPECIAL

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Special Processing Edition

Recently there have been several processing changes and form updates we want you to know about. A couple of these may be review, and a couple may be new. Either way, they are all very important and will help ensure your dealership is "doing business right."

We're at .gov

Note: Only the website with .gov is the official state DMV website. Other DMV sites with .org and .com are not official and may have extra charges for forms or list information that is outdated or incorrect.

Opt-Out

In the [August 2016](#) issue of Plain Dealing, we explained how the dissemination of DMV data through bulk record sales has been required by state law for many years. That same law also allows an individual to withhold their name and address from any request of 10 records or more. If your customer wishes to withhold their name they need to complete the [MV3592](#).

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The [MV3592](#) was recently updated so please replace any current inventory with the updated form, which can be found on our [Dealer forms and publications website](#).

When our new PARTNER title and registration processing system is implemented in 2019, you will have the ability to complete this request for your customer while processing the title application. No additional forms will be needed.

Power of Attorney (POA)

On [July 30, 2012](#), DMV began delivering electronic titles to lenders and lienholders. As a result of that change, the DMV created the MV2690 Power of Attorney form to allow dealers to offer vehicles for sale while waiting to receive the paper title from a lienholder. * As a reminder, this is the only time a dealer is allowed to offer a vehicle for sale without

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Section.

Kristina Boardman,
Administrator
Rhonda Alley,
Bureau Director (BVS)
Michael Domke,
Section Chief (DAS)
Scott Selbach, Vehicle
Emissions Program,
Supervisor

possessing the paper title.

The MV2690 was recently reformatted to accommodate its use by lending institutions and make it easier to use. The updated form now includes instructions and separates the different fields to reduce confusion.

Our [authorized form providers](#) have the updated MV2690, and the form will be available soon. The original MV2690 (8/2012 edition) is still valid and will be accepted by DMV until all inventories have been exhausted.

Mirenda McCardle, Field Investigation Unit, Supervisor
Shin Lin Tung, Business and Consumer Services Unit, Supervisor

Dealer & Agent Section
dealers.dmv@dot.wi.gov
Phone: (608) 266-1425

Title processing requirements

As a reminder, s. [342.16\(1\)\(a\)](#), Wis. Stats. requires all dealers to process title applications within 7 business days and mail the associated documentation to DMV the next business day.

"Within 7 business days following the sale or transfer, the dealer shall process the application for certificate of title, and within the next business day after processing the application, the dealer shall mail or deliver the original application for certificate and all associated materials required by the department to the department"

The DMV has an automated reporting system to identify who is not compliant with these requirements and have renewed our efforts to ensure customers receive their products timely and the DMV receives the supporting documentation necessary to comply with state law.

"Mail to DOT" form required

DMV requires the [MV2132 Request for Electronic Processing - Dealer and Agent](#) "Mail to DOT" form to be included when a dealership mails a title-registration application to DMV for processing. Secured parties (lenders) must use the [MV2142 Request for Electronic Processing - Lien Holder](#) form. If the reason that the application cannot be processed electronically is not listed on the form, fill in the reason/error message under "Other" on the form or include a screen print of the error message.

Without the MV2132 form, it is not clear that your dealership is unable to process the application electronically, and the dealership may be liable for the \$15 processing fee and \$50 surcharge, per ch. [Trans 141](#), Wis. Admin. Code.

Odometer Disclosure

Federal and state laws require the seller, including Wisconsin licensed dealerships, to provide an odometer

disclosure when there is a transfer of ownership,
EXCEPT when:

- The vehicle is 10 or more model years old
- The vehicle is non-motorized or a moped
- The vehicle has a registered gross weight or gross vehicle weight rating of more than 16,000 pounds
- A new motor vehicle is acquired by a dealer directly from the manufacturer
- A new motor vehicle acquired by a Wisconsin dealer from a dealer licensed in another state which does not require dealers licensed in that state to disclose odometer mileage when reassigning ownership of a new motor vehicle to another dealer

Wisconsin licensed dealers must verify the title or MCO/MSO being transferred has all required odometer requirements. A seller's failure to disclose the odometer may result in an odometer status of "Not Actual" or DMV returning your title application. Either way, your customer will be negatively impacted, which is bad for business.

Chapter [Trans 154](#), Wis. Admin. Code requires the following:

"When transferring ownership of a motor vehicle, each transferor shall disclose the vehicle's mileage to the transferee in writing in the designated spaces on a conforming title..."

"To reassign ownership, a dealer shall complete the reassignment of ownership and odometer disclosure in the designated spaces on the manufacturer's document of origin."



Wisconsin Department of Transportation | (608) 266-1425
AgentPartnershipUnit@dot.wi.gov | DealerLicensingUnit@dot.wi.gov
Dealer and Agent Section
4802 Sheboygan Avenue, Rm. 201
Madison, WI 53707