

Motor Vehicle dealer licensing law requires all motor vehicle dealers to pay a fee to the Department of Financial Institutions. Please complete DFI form LFS180 and submit to DFI at the address provided on the form.

MOTOR VEHICLE DEALER TWO YEAR LICENSE APPLICATION (MV2186, PAGE 2)

Ch. 218 Wis. Stats.

Local municipality approval is required if you are a first-time dealer applicant or if you are a licensed dealer amending current license due to business relocation, ownership change, or other amendment.

- Section A must be completed and signed by the proper zoning official.
 - Both Box 1 and Box 2.
- If the dealership is located in a township, both sections A and B must be completed and signed by respective zoning authorities.

ATTENTION ZONING AUTHORITIES: A retail motor vehicle dealer is required to have:

1. A permanent building, not a residence/tent/temporary stand.
2. An office within the building.
3. A minimum 12 x 20 foot area accessible for automobile display, repair and preparation within the building. The minimum size of the vehicle display lot must be equal to size of a standard parking stall, in accordance with local or county zoning requirements.
4. A repair shop on the premise or a service agreement with a nearby repair shop.
5. An outdoor vehicle display lot for at least one vehicle adjacent to the building or all vehicles kept indoors.
6. An exterior sign with business name as it will appear on the license certificate or any other official name used to do business under. The lettering of the sign must be a minimum of 4 inches high, unless smaller dimensions are required by local zoning or sign ordinance.
7. A sign posted on or adjacent to the entrance door describing business hours.

| SECTION A | | | | |
|---|--------|--------------|-------|----------|
| Dealer Legal Business Name (not DBA name) | | | | |
| Business Address | PO Box | City | State | ZIP Code |
| Box 1: Operation of this dealer business at the location stated above is in accordance with local zoning, building code and permit requirements. | | | | |
| Print Name | | Municipality | | |
| X _____ (Authorized Signature) _____ (Print Official Title) _____ (Date –mm/dd/yyyy) | | | | |
| Box 2: Check only one and sign below: <input type="checkbox"/> A local permit or license is required and has been issued | | | | |
| <input type="checkbox"/> A local permit or license is not required. | | | | |
| Print Name | | Municipality | | |
| X _____ (Authorized Signature) _____ (Print Official Title) _____ (Date –mm/dd/yyyy) | | | | |

| SECTION B <small>(County Zoning Approval – Required only if business location is in a township)</small> | | | | |
|--|--------|--------------|-------|----------|
| Dealer Legal Business Name (not DBA name) | | | | |
| Business Address | PO Box | City | State | ZIP Code |
| Operation of this dealer business at the location stated above is in accordance with local zoning regulation. | | | | |
| Print Name | | Municipality | | |
| X _____ (Authorized Signature) _____ (Print Official Title) _____ (Date –mm/dd/yyyy) | | | | |

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