



OHIO DEPARTMENT OF PUBLIC SAFETY
BUREAU OF MOTOR VEHICLES

**MOTOR VEHICLE DEALER APPLICATION FOR
BUSINESS NAME / DBA CHANGE**

INCOMPLETE INFORMATION WILL RESULT IN THE DELAY OF PROCESSING YOUR APPLICATION.

Change of status notice is required in writing, within 15 days of the change [R.C. 4517.23].

Change of Business Name Add / Remove a DBA Name

CURRENT INFORMATION

EXACT BUSINESS NAME	DEALER PERMIT #	DEALER PLATE #	
REGISTERED DBA OR TRADE NAME		BUSINESS TELEPHONE	
CURRENT BUSINESS STREET ADDRESS	P.O. BOX	E-MAIL ADDRESS (OPTIONAL)	
CITY	STATE	ZIP CODE	COUNTY

INITIAL	It is understood that a physical inspection may be performed by BMV Investigations shortly after issuance. If the licensed location fails to meet any requirements it may be referred to the Motor Vehicle Dealer Board for possible suspension or revocation of the license.
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CHANGE OF BUSINESS NAME

NEW BUSINESS NAME

Submit photographs of the proposed business sign(s). The sign must display the business name in which the application is made, any registered trade names in letters, and letters shall be no less than six inches high, be permanent, properly maintained and prominently displayed by the entrance of the office, if the sign is not visible from the public roadway.

Submit photographs in JPG format only, and e-mail to: dealerphotos@dps.state.oh.us. Please include your business name and permit number in the subject of your e-mail.

FRANCHISE MOTOR VEHICLE DEALERS: Indicate each MAKE that will be sold:
Statements of Contract, BMV 4319, must be submitted for the makes listed below with this application.

MAKE	MAKE	MAKE	MAKE	MAKE
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ADD OR REMOVE A DBA NAME

DBA OR FICTITIOUS NAME	<input type="checkbox"/> ADD
DBA OR FICTITIOUS NAME	<input type="checkbox"/> REMOVE

PHOTOS MAY BE SUBMITTED BY MAIL WITH THE APPLICATION OR BY E-MAIL TO
dealerphotos@dps.state.oh.us

MOTOR VEHICLE DEALERS

FEES

MOTOR VEHICLE DEALER PERMIT (REQUIRED)	\$ 2.00
AMENDED REGISTRATION CARDS MASTER PLATE + ADDITIONAL PLATES (REQUIRED, IF ISSUED LICENSE PLATES) \$1.00 x _____	\$ _____
GRAND TOTAL FEE	\$ _____

MAKE CHECKS PAYABLE TO "OHIO TREASURER OF STATE"

YOU WILL LOSE YOUR DRIVER LICENSE IF YOU DRIVE WITHOUT INSURANCE OR OTHER ACCEPTABLE FINANCIAL RESPONSIBILITY COVERAGE

- In Ohio, it is illegal to drive any motor vehicle without insurance or other financial responsibility (FR) coverage.
- It is also illegal for any motor vehicle owner to allow anyone else to drive the owner's vehicle without FR coverage.
- **PROOF OF COVERAGE IS REQUIRED:** • Whenever a police officer issues a traffic ticket • At all vehicle inspection stops • Upon traffic court appearances and • Upon random checks by the Registrar of Motor Vehicles.
- **ANY DRIVER OR OWNER WHO FAILS TO SHOW PROOF OF INSURANCE OR OTHER COVERAGE WILL:** • Lose his or her driver license until requirements are met on first offense, ONE YEAR on second offense and TWO YEARS on additional offenses • Lose his or her license plates and vehicle registration • Pay reinstatement fees of \$100.00 for first offense, \$300.00 for second offense, \$600.00 for third and subsequent offenses • Pay a \$50.00 penalty for any failure to surrender his or her driver license, license plates, or registration AND • Be required to maintain special FR coverage ("High-risk" insurance or equivalent) on file with the Bureau of Motor Vehicles (BMV) for THREE or FIVE YEARS.
- **ONCE THIS SUSPENSION IS IN EFFECT:** Any driver or owner who violates the suspension will have his or her vehicle immobilized and his or her license plates confiscated for at least 30 DAYS first offense and 60 DAYS second offense. For third or subsequent offenses, the vehicle will be forfeited and sold and the person will not be permitted to register any motor vehicle in Ohio for FIVE YEARS.
- **IF YOU ARE INVOLVED IN AN ACCIDENT WITHOUT INSURANCE OR OTHER FR COVERAGE:** In addition to all the penalties listed above, you may have • A SECURITY SUSPENSION for TWO YEARS or more and • A JUDGMENT SUSPENSION INDEFINITELY (until all damages have been satisfied).
- **THESE PENALTIES ARE IN ADDITION TO ANY FINES OR PENALTIES IMPOSED BY A COURT OF LAW.**
- **WARNING: THESE LAWS DO NOT PREVENT THE POSSIBILITY THAT YOU MAY BE INVOLVED IN AN ACCIDENT WITH A PERSON WHO HAS NO INSURANCE OR OTHER FR COVERAGE.**
- **WHEN REQUIRED, PROOF OF COVERAGE MAY BE SHOWN BY ANY OF THE FOLLOWING:** • AN INSURANCE POLICY showing automobile liability insurance of at least \$12,500 bodily injury per person, \$25,000 injury two or more persons, and \$7,500 property damage • AN INSURANCE IDENTIFICATION CARD (same coverage) • A SURETY BOND OF \$30,000 issued by any authorized surety company or insurance company • A BMV BOND SECURED BY REAL ESTATE having equity of at least \$60,000 • A BMV CERTIFICATE FOR MONEY OR GOVERNMENT BONDS in the amount of \$30,000 on deposit with the Ohio Treasurer of State • A BMV CERTIFICATE OF SELF-INSURANCE, available only to companies or persons who own at least twenty-six motor vehicles.

I AFFIRM THAT ALL INFORMATION PROVIDED ON THIS APPLICATION IS TRUE AND CORRECT AND THAT I, AS OWNER, PARTNER, OFFICER, MEMBER OR TRUSTEE HAVE AUTHORITY TO SIGN THIS APPLICATION.

SIGNATURE (OWNER, PARTNER, PRESIDENT, MEMBER, OR TRUSTEE)	DATE
X	
PRINT NAME OF SIGNER	

RETURN THE COMPLETED APPLICATION, PHOTOS, OTHER SUPPORTING DOCUMENTS AND FEES TO:

Ohio Bureau of Motor Vehicles
 Attention: Dealer Licensing Section
 P.O. Box 16521
 Columbus, Ohio 43216-6521

For Additional Information and Laws
 Visit our Web site at www.OhioAutoDealers.com