

2013 Title Recertification Resources

1. COMMERCIAL VEHICLE IDENTIFICATION RULE

In 2009, the legislature passed a law requiring that all commercial vehicles with a gross vehicle weight (GVW) over 10,001 pounds display the USDOT number on the side of commercial vehicle. The reason for this change is to comply with federal requirements for marking commercial motor vehicles.

Marking requirements include:

- The motor carrier identification number preceded by the letters “USDOT”;
- appear on both sides of the self-propelled CMV;
- be in letters that contrast sharply in color with the background on which the letters are placed;
- be readily legible, during daylight hours, from a distance of 50 feet (15.24 meters) while the CMV is stationary; and
- be kept and maintained in a manner that retains the legibility

Referenced June 2011 Legislative Update

2. ONE TON PICKUP – NON COMMERCIAL USE

YNA - Non-commercial Y Class 168.002, subd. 37 and 38 (1) (2); 168.013 subd. 1e

The noncommercial Y plate is for one-ton pick-up trucks registered at 10,000, 12,000 or 15,000 lbs. It is not a mandatory plate. An applicant that owns a one-ton pick-up used exclusively for noncommercial/personal use may choose to display this plate so it is clear that the vehicle is not required to display a US DOT number.

Initial Registration

- Determine tax using the Tax Manual based upon vehicle gross weight. The registration is for one-ton pickups so the gross weight allowed is 10,000, 12,000 or 15,000. If registration period is less than 12 months, use increment section located at the back of the Tax Manual to prorate annual tax.
 - a. New trucks - Calculate tax from date of sale to the end of registration period.
 - b. New to Fleet/Previously Registered in Foreign State - Calculate tax from the date the vehicle entered Minnesota to the end of the registration period.
- Record the empty (unloaded) weight in Section A of the PS2000
- Customer must declare in writing on the application that the vehicle is used exclusively for noncommercial/personal purposes.
- Issue YNA plates and appropriate weight (E F or G) and year validation stickers.
- Provide customer with the validated owner's copy of the PS2000. It is a temporary cab card until the application is processed by DVS.

Referenced in June 2011 Legislative Updates/ Deputy procedures- registration-y class, non commercial, Sept 2011 Connections

3. DISABLED VETERANS RECEIVING VA FUNDS

A disabled veteran who receives funds from the Veteran's Administration (VA) to apply to the purchase of a motor vehicle is entitled to receive vehicle registration without cost. This applies even when the grant is only for adaptive equipment. The purchase is also exempt from sales tax (exemption code 6).

On the top line of the Application for Title/Registration (PS2000) the deputy registrar should indicate "Disabled Veteran" and issue regular registration plates and stickers.

The veteran must supply **one** of the following: -VA form 21-4502 (all three sections must be completed). -VA form 10-1394 (all four sections must be completed). -A letter from the VA that identifies the vehicle (year, make, VIN) and indicates that funds were granted for the purchase of the vehicle. **The letter must specifically identify the vehicle and state that funds were granted for that specific vehicle.**

The transaction is exempt from sales tax, registration tax and license plate fees. All other transfer fees are due. When the vehicle is sold, registration tax is due from the date of sale. *Referenced in March 2011 Connections*

4. DEATH TRANSFERS

Transfers must be recorded on the Minnesota title.

- **Joint Tenancy.** The conjunction "OR" between two or more names on the title indicates rights of survivorship. If one of the owners died, the vehicle may be transferred with the signature of the surviving owner(s) and a copy of the death certificate for the deceased owner. If there is no conjunction, one of the procedures outlined below must be followed. Minnesota does not use the conjunction AND or AND/OR - however, if the title displays this conjunction treat the situation you would for a title with no conjunction.
- **Wills.** A will cannot be used to transfer ownership of a vehicle. However, a will may be used to show inheritance, thereby exempting the heir from sales tax. .
- **Evidence or Proof of Death.** Acceptable proof of death is a copy of a death certificate, an obituary notice, a memorial card, or documents issued by a Probate court such as letters of administration.
- **Foreign State Titles** - The requirements vary from state to state, but a customer must provide the documents required by the jurisdiction that issued the title. Deputies should check the Polk Manual or call Deputy Procedures.

Referenced in ESupport -Deputy procedures-Death Transfers

5. DAILY RENTAL VEHICLES Motor Vehicle & Dealer Provisions

Reference: Minn. Stat. §§168.017; 168A.11

Effective: August 1, 2011

A licensed Minnesota dealer who operates a vehicle as a daily rental may choose to register the vehicle for as few as four months. The month of expiration is indicated in section D of the PS2000, i.e. June 10 – September 10.

- Eliminates a provision requiring that a vehicle's title be stamped with the end date of the registration period when the vehicle is used for rentals by a vehicle lessor and registered for a period that is shorter than the typical 12-month cycle.
- Establishes that the registration period following initial registration (for non-rental vehicles) is the standard 12-month period, starting at the end of the initial registration period.

Referenced in Procedures>Daily Rentals/ Legislative update July 2011

6. LEASED VEHICLES

To be exempt from sales tax under exemption code 8,

- A valid MN dealers license is required, or
- An out of state seller/dealer must have a MN sales and use tax number
- A lessee form is required
- A vehicle registered in MN must have a MN connection – the owner or the lessee must have a MN address. If both the owner (leasing company) and the lessee (Company headquarters) are out of state, an explanation is required, such as the agent for the company resides in MN and a MN address provided. If there is not a MN connection sales tax is due.

Referenced in Procedures>Sales Tax Also referenced in Quick Reference>Sales tax 2009

7. SALES TAX

\$90 In Lieu Tax – M.S. 297B.02 & M.S. 297B.025

The purchase price must be completed in all cases in the tax declaration area on the Minnesota certificate of title or the PS2000.

The \$90 in lieu tax is charged on passenger vehicles and fire trucks registered in, or converted to one of the collector classes at the time of sale. This in lieu tax does not apply to other vehicles registered in the collector classes (e.g., one-ton pickups, motorcycles, trucks, etc.).

Joint Owners to Single Owner – M.S. 297B.01, Subd. 16

A transfer from joint ownership to one or more of the same joint owners without monetary consideration is exempt from sales tax.

The applicant must claim exemption code #4 in the sales tax declaration.

There is no Exemption for Single to Joint–this is not a code 4 exemption.

Referenced in Procedures>Sales Tax

8. ODOMETER STATEMENT

An odometer statement is required on vehicles in the 10th year of life or newer and with a GVW of 16,000 pounds or less. The odometer reading listed in the assignment area must be the same or higher than the odometer reading printed on the title, and the appropriate box must be checked indicating if it is actual mileage. If there is an error on the odometer statement, the buyer and seller must sign the application for corrected title/odometer form. If the error was made on a previous sale, the buyer and seller of the vehicle (at the time the error occurred) must sign the correction form.

Referenced in Procedures>Titles

Also referenced in Quick References>Current Model Year Chart

9. GOLD STAR PLATE ELIGIBILITY

- Expands eligibility for a special Gold Star license plate available to include siblings, children and legal guardians (in addition to spouses and parents) of a veteran who has died while serving honorably in active military service.
- Specifies that an eligible relationship may be established by birth or adoption
- May be displayed on a vehicle for personal use, not used for commercial purposes, and may include a passenger automobile, motorcycle, recreational vehicle, pickup truck, or van.
- The commissioner shall issue a set of Gold Star plates, or a single plate for a motorcycle, to an eligible person free of charge, and shall replace the plate or plates without charge if they become damaged.

Referenced in Legislative update June 2011 Statute #168.1253

10. SALVAGE

A Minnesota salvage title is issued when an insurance company has paid a total loss claim on the vehicle, and on vehicles owned by a self-insured owner that sustain damage in excess of 70%. Vehicles affected:

- Late model vehicles six model years old and newer. (I.E. in 2010, 2005 and newer)
Model Year Window is based on the date the insurance company purchased the vehicle.
- High Value vehicles; vehicles valued in excess of \$5000.00 prior to damage or vehicles with a gross weight of over 26,000 pounds that are not late model vehicles.
- A foreign state title branded “salvage” (if it meets the Model Year Window)
- A foreign state title that was transferred through an insurance company (if it meets the Model Year Window)
- A foreign state title that indicated damaged in excess of its value (High Value vehicles)

Registration may be purchased only once after a salvage title is issued, and the title must be submitted with the registration. The salvage status must be cleared before registration can be reissued.

To clear the salvage status, the following must be submitted

- Minnesota salvage title, unless already submitted
- Affidavit of reconstruction (PS2015), completed and signed by the rebuilder or owner at the time of the repair
- A passed salvage inspection report
- Original letterhead receipts for the major parts replaced
- Payment of the inspection fee and filing fee.

Referenced in Quick Reference>Salvage Branding