

Mailing Checklist for a RETAIL MOTORCYCLE VEHICLE DEALER APPLICATION

In order to ensure prompt processing and to avoid delays in the opening of your new business, please complete, and include, the following checklist along with your new dealer license application documents.

- 1. [MV 2186](#) Retail Motor Vehicle Dealer 2 Year License Application
- 2. [MV 2186](#) Zoning Form (2nd page)
- 3. [MV 2844](#) Entity/Owner Statement(s)
- 4. [MV 3181](#) Motorcycle Business Facilities Statement
- 5. [MV 2085](#) Motor Vehicle Dealer Service Agreement (if required)
- 6. [MV 2131](#) Distributor Certification of Dealer (if required)
- 7. Copy of Lease (if required)
- 8. [MV 2184](#) Salesperson License Application
- 9. [MV 2941](#) Buyer's License Application (if required)
- 10. [MV 2651](#) Salvage Buyer Identification (BID) Card Application (if required)
- 11. [MV 2511](#) Dealer Bond and POA or [MV1046](#) Dealer Irrevocable Letter of Credit (ILOC)
- 12. Correct fees for RFT – Registration Fee Trust
- 13. Correct fees for DFI – Department of Financial Institutions
- 14. Articles of Incorporation (for a corporation) or Articles of Organization (for a LLC)

INCOMPLETE APPLICATIONS WILL BE RETURNED TO THE APPLICANT

AT THE BUSINESS ADDRESS PROVIDED ON THE LICENSE APPLICATION