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**Motor Vehicle Dealer Board**  
2201 West Broad St. Suite 104  
Richmond Va. 23220

**NON-VIRGINIA MOTOR VEHICLE DEALER  
INITIAL CERTIFICATE OF REGISTRATION,  
RENEWAL OR CHANGE APPLICATION**

**MVDB 52 (06/30/2022)**

For License Year Ending(yyyy)

**Purpose :** Use this form to apply for an initial certificate of registration or to renew or change an existing certificate. Any person licensed in another state as a motor vehicle dealer may sell motor vehicles at wholesale auctions in Virginia after having obtained a certificate of dealer registration from the Virginia Motor Vehicle Dealer Board.

**Instructions :** Mail completed form along with a copy of your valid dealer license with fees to MVDB, 2201 West Broad Street, Suite 104, Richmond, VA 23220.

Application Information				
Foreign Registration Ending Month                      Year	Application Type (Circle One) Initial                      Renewal                      Change		Briefly Describe Change	
Computer Printed Mailing Address				
Your Dealership Information				
Owner First Name		Owner Last Name		
Best Contact #		Email Address		
Dealer FEIN or SS	State Where Licensed	State License #	License Expiration Date	
Business Name		Business Trading As Name: (if different from business name)		
Mailing Address		City or Town	State	Zip code
Privacy Statement				
In accordance with Section 2.1-196.1, 2.1-731 and 2.1-734 et al of the Virginia Code, the State Comptroller requires that this information, including your social security number, be collected.				
Certification				
I certify and affirm that all information presented in this form is true and correct, that any documents I have presented to MVDB are genuine, and that the information included in all supporting documentation is true and accurate. I make this certification and affirmation under penalty of perjury and I understand that knowingly making a false statement or representation on this form is a criminal violation.				
Owner, Partner, Officer of the Business Name (print)		Signature		Date(mm/dd/yyyy)
MVDB Use Only				
Certificate Number	MVTRF	Registration Fee	Total	Clerk Initials