

PERMITS AND DECALS
VEHICLE INDUSTRY REGISTRATION PROCEDURES

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Permits And Decals

25.000 Introduction

Permits are generally issued in lieu of regular registration. Decals are generally issued for identification for a specific reason, such as zero emissions. Decals **do not** replace registration of any type.

25.005 Vehicle Moving Permit (CVC §4002)

The department may issue a no fee *Vehicle Moving Permit* (REG 172) valid for one day only for movement of a vehicle in accordance with CVC §§4002 and 11716.

- Registration is not required for a vehicle moved or operated under a permit issued by the department.
- A no-fee permit may be issued only to the owner or an agent acting with the knowledge and consent of the owner.
- The permit **must be** obtained from DMV **before** the vehicle is moved.

When Vehicle Moving Permit May Be Issued

This permit may be issued:

- For movement of an unregistered vehicle other than a trailer coach with Planned Non-Operation (PNO) status on file.
- To move or operate a vehicle **not** previously registered from a dealer's, distributor's, or manufacturer's place of business to a place where essential parts of the vehicle are to be altered or supplied.
- To move a vehicle which **is not** required to be registered or have a PNO status from one place of storage to another.
 - Vehicles seized by a reposessor can be included in this category, if it is determined how and where the vehicle is to be moved.
- To move a vehicle to or from a garage or repair shop for the purpose of repairs or alteration.
- To move a vehicle for the purpose of dismantling or wrecking and permanent removal from the highways.
- To move a vehicle from one place to another for the purpose of:
 - Inspection by the department.
 - Assignment or verification of a vehicle identification number.
 - Inspection of pollution control devices.
 - Weighing the vehicle.
- For a vehicle on which construction has not been completed.
- By a manufacturer, remanufacturer, transporter, distributor, or dealer, in the course of business, to move an unregistered vehicle from a vessel, railroad depot, or warehouse to a warehouse or salesroom (CVC §11716).

25.005 Vehicle Moving Permit (CVC §4002), *continued*

This permit **cannot** be issued if:

- Fees are due.
- The registration for a vehicle subject to PNO requirements has expired and a PNO **is not** on file.
- The vehicle has been impounded and fees are due.

NOTE: The permit may be issued if all fees due are paid after impoundment.

Additional Information Regarding REG 172 Permit Usage

- Vehicle moved on a REG 172 in conformance with the permit restrictions indicated above **does not** have to be unladen.

For example:

— A REG 172 may be used to move a boat trailer **and** the boat stored on the trailer from storage to storage.

The permit **cannot** be used to move a boat trailer when the boat will be picked up en route from storage to storage; this type of operation requires that the trailer be registered.

— A REG 172 used to move an unregistered truck transporting a perishable cargo would be a violation of the special moving permit restrictions, since a perishable cargo would not be stored on an unregistered truck.

- When evidence of a permit is required for a registration application **and** the permit is lost, a *Statement of Facts* (REG 256) must be submitted with the application giving:
 - the name of the field office that issued the permit,
 - the approximate date it was issued, **and**
 - the date(s) on which movement of the vehicle was authorized.
- A *One Trip Permit* (REG 172) may be used to move a crane under the provisions of the permit.
 - However, movement **to or from** a job site **does not** constitute storage to storage; a crane must be registered for such movement.

25.010 One Trip Permit (CVC §4003)

A *One Trip Permit* (REG 402) is available from the department and may be used in lieu of California registration for movement of any vehicle **except** a crane.

- The permit must be posted on the windshield or other prominent place and must identify the vehicle being moved.
- The permit **must be** obtained prior to any movement of the vehicle that would require it to be registered.

25.010 One Trip Permit (CVC §4003), *continued*

- The permit is valid for movement of an **unladen** vehicle for **one continuous trip** from a place:
 - within California to another place within or outside of California.
 - outside of California to a place within California.
- A vehicle, for one round trip from one place to another, for the purpose of participating as a vehicular floats or display in a lawful parade or exhibition.
 - The total round trip **cannot** exceed 100 miles and **must be** completed within 60 days.

NOTE: A motor vehicle may tow another unladen vehicle if both vehicles carry a One Trip Permit.

- Permits may be purchased in bulk from the department.
 - Each permit is valid for only one vehicle and one continuous trip.
 - Because of the restrictions placed on the use of the One Trip Permit, it may be difficult to determine if a One Trip Permit is valid for a specific operation.

Permitted Uses of the One Trip Permit

In addition to the above information, the following information is provided. A One Trip Permit is valid for:

- Moving a new or used unregistered vehicle from a dealer's place of business when the fees expired in dealer inventory and the vehicle has not been operated as to cause fees to become due.
- Moving an **unladen** commercial motor vehicle for one of the purposes specified above, with another vehicle mounted "piggyback" style on it so that **either** the front or rear wheels of the mounted vehicle rest upon the ground and support a portion of the weight of the mounted vehicle.
 - A permit **is** required for the mounted vehicle if it **is not** properly registered.

NOTE: The vehicle **is laden** if none of the mounted vehicle's wheels are resting on the ground, and **cannot be** operated with a One Trip Permit.

- Operation of a trailer coach, which is either:
 - owned by nonresident military personnel.
 - part of a dealer's inventory.
 - purchased by a nonresident who is taking it out of California.

NOTE: A nonresident may bring an unregistered trailer coach into California on a One Trip Permit, but registration becomes due when it arrives at its destination unless it is exempt from registration.

25.010 One Trip Permit (CVC §4003), *continued***Forbidden Uses of the One Trip Permit**

A One Trip Permit **cannot** be used for:

- Operation of a loaded commercial vehicle unless the vehicle is being moved to participate in a parade or display.
- Travel by a roundabout or indirect route. The trip **must be** made by the most direct route.
- Movement of a trailer coach owned by a California resident since presence of the trailer in California requires registration.
- Any movement of a crane (CVC §4003) or any vehicle requiring an oversize permit issued by Department of Transportation (CVC §35780).

25.015 Temporary Operating Permit (CVC §4156)

The *Temporary Operating Permit* (TOP/REG 19F) with a validating sticker (REG 19S) is issued by the department in very limited and specific instances for operation of a vehicle when all registration fees have been paid, but license plates and/or stickers have not been issued.

- Payment of use tax is usually not required in order to obtain a REG 19F as long as all other fees have been paid.
- A *Temporary Operating Permit* (REG 19F/19S) issued for vehicles that have failed the **biennial** smog test will, in most cases, require a \$50 fee.
- A REG 19F/REG 19S may be issued for other purposes based on DMV policy.

Failed Biennial Smog Certification TOP

The following applies to the issuance of a TOP (REG 19F/19S) when a biennial smog certification failed:

- The vehicle owner **must** present the failed smog test report as evidence that the vehicle failed a biennial smog certification when requesting a TOP.
- A \$50 fee is due when requesting a TOP for the purpose of obtaining a biennial smog certification.
- The TOP may be valid only for:
 - 60 days from the expiration date of the registration of the vehicle, **or**
 - 60 days from the date that the vehicle is removed from Planned Non-Operation (PNO).

For Example: A vehicle registration expired or was removed from PNO status on **03/15/2009**. The customer presents evidence the vehicle failed smog certification on **04/10/2009**.

A TOP valid until **05/15/2009** may be issued. If the customer presents evidence of the smog failure after 05/15/09, a TOP cannot be issued.

25.015 Temporary Operating Permit (CVC §4156), *continued***Failed Biennial Smog Certification TOP, *continued***

- Only **one** biennial smog TOP can be issued to the same vehicle **within a two-year period**.
- **No** TOP will be issued if proof of insurance is required and has not been submitted.

TOP Fee Waiver

The \$50 TOP fee can only be waived if the owner presents a Consumer Assistance Program (CAP) letter from the Bureau of Automotive Repair (BAR) indicating the owner qualifies for repair assistance as a **low-income applicant**.

- CAP eligibility qualifications are based on income guidelines established by the BAR. Qualifying customers must present a CAP approval letter to be eligible for a TOP fee waiver.
- The approval letter **must** indicate a **\$20 BAR co-payment due**. The \$20 co-payment indicates eligibility of low income applicants.
- Letters indicating a \$0 or any other amount of co-payment due are not acceptable for the \$50 TOP fee waiver.
- A refund cannot be issued if the letter is presented after the \$50 fee is assessed and a TOP issued.

Issuance of TOP for Other Reasons

- A 30-day Temporary Operating Permit may be issued on a one time basis for an **incomplete** application under the following circumstances:
 - An application for registration of a nonresident vehicle.
 - When the vehicle must be referred to the California Highway Patrol (CHP) for inspection/or assignment of the vehicle identification number (VIN).
 - For registration of a vehicle subject to Federal Heavy Vehicle Use Tax (FHVUT).

NOTE: A commercial vehicle owner having difficulty filing the FHVUT may be issued a one-time 60-day permit if the registration expiration date is July 31.

- For a vehicle impounded **after** the registration fees have been paid (unless biennial smog is required).
- When the DMV office manager or designee determines it is appropriate.
- A TOP **shall not** be issued until proof of insurance is submitted, if required for the transaction.
 - An incomplete application (RDF) receipt **is not** a permit. It **does not** convey authority to drive, move, or leave a vehicle standing.

25.015 Temporary Operating Permit (CVC §4156), *continued***Issuance of TOP for Other Reasons, *continued***

- No TOP will be issued if proof of insurance is required and has not been submitted.
- A 60-day TOP may be issued on **completed** transactions that require additional processing at DMV headquarters.

Special TOP for Disaster Relief Work Vehicles (CVC §4005)

A *Temporary Operating Permit* (REG 19F/19S) may be issued to an **unregistered** vehicle needed for disaster relief work in a disaster area.

- The permit is issued **only** if the Department of Transportation (CALTRANS) **or** the responsible local authority has determined that the vehicle is necessary for such purposes and is valid only during the period of a state of emergency, as proclaimed by the Governor under the provisions of the California Emergency Services Act.
- A *Statement of Facts* (REG 256) stating these conditions **must** be submitted to the department prior to issuance of the permit.

25.020 Laden Commercial Trailer—One Trip Permit (CVC §4003.5)

A manufacturer, dealer, or carrier located in a state having a reciprocity agreement with California may purchase a *Laden Commercial Trailer One Trip Permit* (REG 43) which authorizes movement of a **laden** new (never registered in any state) or used (not currently registered) commercial trailer or semi-trailer that is entering, within, or leaving this state.

- The movement must be one continuous trip from the place of manufacture for a new vehicle, or from the place of dispatch or entry into this state for a used vehicle, to a place where the vehicle will be offered for sale.
- The permit must be completed prior to operation on a highway and must be carried on the trailer to which it applies.
 - The manufacturer or dealer who was issued the permit may allow a third party to move or operate the vehicle.
- The permit is valid for five days.
- The permit **shall not** be granted more than once without the sale and registration of the trailer or semi-trailer.

25.025 Nonresident Commercial Vehicle Trip Permit (CVC §§4004 and 9260)

A *Nonresident Commercial Vehicle Trip Permit* (REG 41) may be purchased for operation of a nonresident commercial motor vehicle registered in a state having a reciprocity agreement with California if the vehicle is to be operated so as to otherwise require California registration.

**25.025 Nonresident Commercial Vehicle Trip Permit (CVC §§4004 and 9260),
*continued***

- The permit:
 - Must be purchased prior to any operation that requires payment of California fees.
 - Is valid for four consecutive days.
 - Is valid for laden operation on an interstate or intrastate basis.
- Blank permits may be purchased in volume from any DMV office.
 - The original copy of the permit **must be** carried in a receptacle outside the vehicle.
 - The fuel tax permit number for a vehicle powered by a fuel other than gasoline **must be** entered on the trip permit prior to use or it is not valid.
 - The duplicate copy is the customer copy (IRP operators must retain this copy for a period of four years).
 - The privilege of securing and using Nonresident Commercial Vehicle Trip Permits shall **not** extend to:
 - » » Vehicles based in California and operated by a person having an established place of business in California.

A vehicle shall be considered to be based in California if it is primarily operated or dispatched from, or garaged, serviced, or maintained at, a site with a California address.

 - » » Vehicles last registered in Mexico or the Canadian Provinces of Newfoundland or Saskatchewan.

EXCEPTION: Saskatchewan base-plated charter buses may operate in California on a *Nonresident Commercial Vehicle Trip Permit* (REG 41).

25.030 Temporary Nonresident Commercial Registration (CVC §§4004 and 9260)

A nonresident commercial motor vehicle registered in a foreign jurisdiction that has reciprocity with California may, in lieu of regular registration, secure temporary California registration for a period of **not** to exceed 90 days.

The privilege of securing and using a 90-day temporary registration **shall not** extend to:

- Vehicles based in California and operated by a person having an established place of business in California.
 - A vehicle shall be considered to be based in California if it is primarily operated or dispatched from, or garaged, serviced, or maintained at, a site with a California address.
- Vehicles last registered in Mexico or the Canadian Provinces of Newfoundland or Saskatchewan.

EXCEPTION: Saskatchewan base-plated charter buses may operate in California on a *Commercial Trip Permit*.

**25.030 Temporary Nonresident Commercial Registration (CVC §§4004 and 9260),
*continued*****Application Requirements**

- A completed *Application for Nonresident Commercial Registration* (REG 471), **with** the IFTA account number or fuel tax permit number (issued by the Board of Equalization) entered in the “Diesel Fuel Permit Number” on the application, **if** the vehicle is powered by **diesel**.
 - If a customer does not have a valid IFTA account on a diesel vehicle, a *Fuel Trip Permit* (BOE 123) must be purchased.
 - A new BOE 123 must be purchased each time the vehicle leaves and reenters California during the 90-day registration period.
- Valid out-of-state registration (this will be returned upon visual verification by the department).
- Fees assessed at the rate of one quarter (3 months) of **each** of the full-year fees (weight fee, registration fee, and vehicle license fee).

NOTE: Any trailer or semitrailer identified in paragraph (1) of subdivision (a) of CVC §5014.1 that enters the state without a currently valid license plate issued by California or another jurisdiction **shall** be immediately subject to full Permanent Trailer Identification (PTI) fees.

If a vehicle has been in California for more than 20 days, but the fees have been due for less than 20 days, a *Statement of Facts* (REG 256) explaining why fees were not due previously **is required**.

Renewal of a Temporary Nonresident Commercial Registration

- The application requirements for renewal are the same as above.
- If more than 20 days have elapsed since the expiration date of the previous temporary registration, the vehicle **must be registered with full year registration**, unless the applicant can submit a *Statement of Facts* (REG 256), indicating the vehicle has not been operated to cause full fees to be due after the expiration date.

25.035 California Use Fuel Tax Trip Permit (BOE 123)

A temporary *California Use Fuel Tax Trip Permit* (BOE 123) may be purchased from the department in lieu of obtaining the regular Board of Equalization fuel tax permit required for operation of nonresident commercial vehicles powered by a fuel other than gasoline.

- BOE 123 permits may be issued to California resident users and interstate users. A fee is due for **each** permit.
- The original copy of the permit must be carried in the vehicle and the pink copy must be mailed to:

State Board of Equalization
PO Box 942879
Sacramento, CA 94279-0001

25.040 Temporary Registration for an Exempt School Bus (CVC §§5010 and 9266)

When a motor vehicle leased to a school district for use as a school bus (as defined in CVC §545) temporarily reverts to the possession and control of the lessor and thereafter becomes subject to registration, the lessor may, as an alternative to registration, secure a temporary permit to operate a vehicle for one or more calendar months. The exempt plates will continue to be displayed on the vehicle.

Application Requirements

- A *School Bus Registration or Permit Application* (REG 123) with all information needed to properly identify the exempt vehicle (use the information on the current Registration Card).
 - Enter the Exempt plate number and expiration date at the top of the application.
- A *Statement for Securing Commercial Registration* (REG 590).
- Weight certificate if the vehicle weighs less than 10,001 pounds. If the vehicle weighs 10,001 pounds or more, the estimated unladen weight is required and must be shown on a *Statement of Facts* (REG 256).
- *Declaration of Gross Vehicle Weight/Combined Gross Vehicle Weight* (REG 4008) completed and signed by the owner if the vehicle weighs 6,001 pounds or more unladen.
- Fees computed at the rate of 10% of the annual fee for each calendar month or fraction of a month.
 - The fees are based on either the Vehicle License Fee (VLF) classification shown on the exempt registration card **or** the vehicle's original cost **or** its current cost/value, whichever is available.
 - The fees **are not** prorated for any fraction of a calendar month and no penalty is assessed.
 - The expiration date is always the last day of the month.

25.045 Temporary Registration for Privately-Owned School Bus (CVC §9102.5)

A Privately-Owned School Bus (PSB) may be issued temporary registration (*in addition to the PSB registration*) for operation of the bus that would otherwise cause regular registration fees to be due.

The temporary registration **must** be obtained prior to any commercial operation, or the bus becomes subject to regular commercial registration for a 12-month period from the date fees become due.

Application Requirements

- A *School Bus Registration or Permit Application* (REG 123).
 - Obtain the necessary information from the current Registration Card.
- Weight fees, if the vehicle will be used to transport persons or property for compensation or profit.

**25.045 Temporary Registration for Privately-Owned School Bus (CVC §9102.5),
*continued***

- If the weight is not shown on the registration card, the following are required:
 - Weight certificate if the vehicle weighs less than 10,001 pounds. If the vehicle weighs 10,001 pounds or more, the estimated unladen weight is required and must be shown on a *Statement of Facts* (REG 256).
 - *Declaration of Gross Vehicle Weight/Combined Gross Vehicle Weight* (REG 4008) completed and signed by the owner if the vehicle weighs 6,001 pounds or more unladen.
- Fees computed at the rate of 10% of the annual fee for each calendar month or fraction of a month.

The fees are based on either the Vehicle License Fee (VLF) classification shown on the exempt registration card **or** the vehicle's original cost **or** its current cost/value, whichever is available. The fees **are not** prorated for a fraction of a calendar month.

NOTE: The PSB registration remains valid until the end of the registration year.

25.050 Nonresident Daily Commuter Permit (CVC §§6700.25 and 6700.3)

- A *nonresident daily commuter* is an Arizona, Nevada, or Oregon resident who enters and leaves California on a daily basis for the purpose of employment and whose vehicle is principally garaged out of this state.
 - Anyone having an established place of business in California **does not** qualify. (CVC §435.5)
 - A nonresident daily commuter must obtain a *Nonresident Daily Commuter Permit* (REG 150) from the department to operate a vehicle in California without California registration.
 - The permit is valid for two years or a portion thereof (expires 12/31)
- The vehicle **must be**:
 - A passenger vehicle **or** a two-axle commercial vehicle (commonly referred to as a pickup truck) with an unladen weight of 8,000 pounds or less.
 - Currently registered in the owner's home state and used regularly to transport passengers on the highways of this state between the place of residence in the other state and the place of employment in California.

NOTE: A van registered as a passenger vehicle in the foreign state qualifies, but a van registered as a commercial vehicle **does not** qualify.

- The vehicle **cannot be**:
 - Operated in California for more than 35 air miles from the border at any point.
 - Used in the course of a business in this state.
 - Used to transport property other than personal property.

25.050 Nonresident Daily Commuter Permit (CVC §§6700.25 and 6700.3), *continued***Application Requirements**

- Completed *Application for Nonresident Daily Commuter Indicia* (REG 150).
- Submission of the out-of-state registration for verification purposes. (The registration will be returned to the owner by the department.)
- Nonresident Daily Commuter permit fee.

NOTE: Leased Vehicles—If the vehicle is leased and the commuter's name is **not** shown on the out-of-state registration, a copy of the lease agreement **must** be submitted with the application.

Renewals

Nonresident Commuter Permits may be renewed up to 60 days in advance of the permit expiration date. A new application and fee **must be** submitted.

25.055 Foreign Resident In-Transit Permit (CVC §6700.1 and R/TC §6366.2)

- A Foreign Resident In-Transit Permit may be issued to a **foreign visitor** who pre-arranges purchase of a **new** American-made **passenger** vehicle from a California dealer before entering the United States.
 - The permit **is not** available for commercial vehicles.
 - The foreign visitor **must** provide a passport or visa as proof of foreign residency.
 - The permit allows the foreign resident to operate the vehicle in California for up to 30 days without payment of registration fees or sales tax.
 - The vehicle must be removed from the United States or delivered to a carrier prior to the expiration of the permit.
 - The permit **is not** renewable or refundable.
 - Full California registration fees and California sales tax are due for a vehicle operated beyond the 30-day permit period.
- **All** of the following **must be** submitted to the department **before** the vehicle is operated:
 - A completed *Application for Registration of New Vehicle* (REG 397).
 - A completed *Application for Foreign Resident In-Transit Permit* (REG 34).
 - The buyer's temporary operating copy of the REG 397.
 - The foreign resident in-transit permit fee.

NOTE: Refunds **are not** issued if the visitor fails to buy or pick up the vehicle.

**25.055 Foreign Resident In-Transit Permit (CVC §6700.1 and R/TC §6366.2),
*continued***

- The dealer must give the buyer the:
 - Manufacturer's Statement of Origin.
 - Foreign Resident In-Transit Permit.
 - Receipt for the fee paid.

IMPORTANT: Be sure the buyer is aware that full fees and California sales tax are due if the vehicle is operated beyond the 30-day permit period.

25.060 Motorcycle Transportation Permit (CVC §§38088 and 38232)

A special Motorcycle Transportation Permit may be issued for the purpose of transporting a racing motorcycle to and from racing events.

- The transportation permit is nonrenewable, nontransferable, and becomes invalid when the vehicle for which it was issued is either sold or dismantled.
- A Certificate of Title **may not** be issued in conjunction with a motorcycle transportation permit.
- Evidence of ownership and a vehicle verification **are not** required for the issuance of a motorcycle transportation permit.

Application Requirements

- An *Application for Special Motorcycle Transportation Permit* (REG 712).
- The vehicle identification number (VIN).
- The motorcycle transportation permit fee, as shown in Appendix 1F.

25.065 Zero Emissions Vehicle (ZEV) Parking Decal (CVC §§ 22511 and 22511.1)

The owners of Zero Emission Vehicles (ZEV) are eligible for a distinctive decal issued for parking and fueling of electric vehicles in designated parking spaces.

- The decal must be placed on the driver's side rear window or the back bumper of the vehicle. It is two inches square, white with green lettering and a green car graphic, and contains a black decal number.
- A completed *Application for Zero Emissions Vehicle (ZEV) Parking Decal* (REG 4048) **and** the ZEV parking decal fee **must be mailed** to:

Department of Motor Vehicles
Special Processing Unit MS D238
PO Box 932345
Sacramento, CA 94232-3450

- Nonresident applicants not applying for California registration must also submit a copy of the out-of-state registration. A registration card showing the ZEV decal in the equipment number field will be issued. Nonresidents will receive an identification card.

Applications **cannot** be processed in the local DMV offices.

25.070 Clean Air Vehicle Stickers (CVC §§5205.5 and 21655.9)

A vehicle that meets specified emission standards and is on the California ARB list of eligible vehicles may be issued a Clean Air Vehicle Sticker that allows the vehicle to be operated by a single occupant in the High Occupancy Vehicle (carpool or diamond) lanes of California's freeways.

All Clean Air Vehicle Stickers expires on January 1, 2011, unless the law authorizing their use is extended beyond that date.

Stickers are issued according to the following criteria**White:**

- A vehicle powered by electricity, LPG, or compressed natural gas that meets California's super ultra-low emission vehicle (SULEV) standards for exhaust emissions and the federal inherently low-emission vehicle (ILEV) evaporative emission standard, **or**
- A 2004 model-year or older vehicle that meets the California ultra-low emission vehicle (ULEV) standard for exhaust emissions and the federal ILEV standard.

Yellow:

- A hybrid or alternative fuel vehicle that meets California's advanced technology partial zero-emission vehicle (AT PZEV) standard for criteria pollutant emissions and has a 45 mile per gallon or greater fuel economy highway rating, **or**
- A 2004 model-year or older hybrid vehicle that has a 45 per gallon or greater fuel economy highway rating and meets California's ultra-low emission vehicle (ULEV) super ultra-low emission vehicle (SULEV), or partial zero-emission vehicle (PZEV) standards.

NOTE: Original Hybrid Fuel Application for Clean Air Stickers (yellow) are no longer accepted. A replacement sticker can be issued to the same vehicle if the original sticker was damaged.

To find out if a vehicle qualifies, check the California Air Resources Board (ARB) website at **www.arb.ca.gov**.

Original Issuance Requirements for White Sticker

- The vehicle must have a permanent license plate assignment before a sticker can be issued.
- A completed *Application for Clean Air Vehicle Stickers* (REG 1000).
- Submit the completed application and Clean Air Vehicle Sticker fee to the address on the REG 1000 form.
 - Applications **cannot** be processed in local DMV offices.

25.070 Clean Air Vehicle Stickers (CVC §§205.5 and 21655.9), *continued***Transfer to a New Owner Name**

- All Clean Air Stickers remain with the vehicle they were originally assigned to and **cannot** be transferred to any other vehicle.
- If a vehicle is purchased that has Clean Air Stickers the sticker may be transferred to the new owner's name.
- Hybrid vehicles with Clean Air Vehicle Stickers attached, whose owner(s) is a resident of the following counties **must** obtain a Bay Area FasTrak account before driving as a sole occupant in a high-occupancy vehicle (carpool or diamond) lane:
 - Alameda
 - Contra Costa
 - Marin
 - Napa
 - San Francisco
 - San Mateo
 - Santa Clara
 - Solano
 - Sonoma County

Transfer Requirements

- A completed *Application for Clean Air Vehicle Stickers* (REG 1000).
- Check the “Replacement ID card only” box.
- If the clean air vehicle is a hybrid and the owner is a resident of Alameda, Contra Costa, Marin, Napa, San Francisco, San Mateo, Santa Clara, Solano, or Sonoma County, an original Bay Area FasTrak receipt must be submitted as evidence of a “FasTrak” toll account.
 - The FasTrak receipt must show evidence that a toll account was issued specifically to hybrid vehicle being transferred.
- Submit the completed application and FasTrak receipt (if applicable) to the address on the REG 1000 form.
 - Applications **cannot** be processed in local DMV offices.
 - Advise the customer that DMV headquarters will mail the sticker within 30 days and not to drive in the carpool/diamond lanes until the stickers are displayed with the vehicle.

Replacement Requirements

- A completed *Application for Clean Air Vehicle Decals* (REG 1000), showing the applicant's old decal number, (“UL” followed by six numbers).
- Check the “Replacement sticker” box.
- If a replacement sticker is required because the vehicle was Non-Repairable or a Total Loss Salvage:
 - mark the appropriate box and provide the old vehicle information in the boxes below, **or**
 - mark the “Other” box and explain in the space provided.

25.070 Clean Air Vehicle Stickers (CVC §§5205.5 and 21655.9), *continued*

- If a replacement sticker is required because it was stolen, lost, not received, damaged, or destroyed, check the appropriate box, **or** “other.” If the:
 - “Stolen” box is checked, a police report must be submitted.
 - “Lost, Not Received, Damaged, Destroyed” box is checked, a completed and signed Statement of Facts giving the details in part G, or a copy of a repair shop report is required.
 - “Other” box is checked, an explanation is required in the space provided.
- If the replacement sticker will replace a sticker on a hybrid vehicle that has been declared a total loss/salvage or non-repairable, the previous vehicle information must be provided.
 - Applications for such replacements must be filed within 6 months of the date of the total loss/salvage/nonrepairable declaration.
- Submit the completed application, any damaged or remaining stickers, and the Clean Air Vehicle Sticker substitute fee to the address on the REG 1000 form.
 - Applications **cannot** be processed in local DMV offices.

NOTE: Prior to December 31, 2003, Clean Air Vehicle decals were available to vehicles meeting the Ultra-Low Emission Vehicle (ULEV) standard. Decals assigned to ULEVs remain valid and may be replaced by substitute decals if they become damaged or lost.

Junked Vehicles with Clean Air Vehicle Stickers

A Clean Air Vehicle Sticker must be removed and destroyed when the vehicle is junked.

- A vehicle owner or dismantler who submits an application to junk a vehicle that has been assigned a Clean Air Vehicle sticker must immediately remove and destroy the stickers.
- The junk application is then processed as usual.

25.075 Window Decals for Vehicles with Wheelchair Lifts or Carriers (CVC §5201)

Window decals (white background with black numbers and/or letters) displaying the license plate number assigned to the vehicle are available for “**no fee**” to qualified customers who have a wheelchair lift or carrier on their vehicle which obstructs the view of the rear license plate.

To qualify for a decal, the customer **must**:

- Be a disabled person (DP) placard holder *or* transport person(s) with a DP placard.

OR

- Own a vehicle that is assigned Disabled Person (DP) or Disabled Veteran (DV) license plates.

**25.075 Window Decals for Vehicles with Wheelchair Lifts or Carriers (CVC §5201),
*continued*****Application Requirements**

- To apply for a window decal, the applicant must complete **Section D** of the *Statement of Facts* (REG 256) stating:
 - The eligible DP placard or DP/DV plate number.
 - The license number of the vehicle to which the decal will be affixed, as well as the vehicle's make, vehicle identification number, and year model.
 - The applicant's name, mailing address, and signature.
- A fee is **not** due.
- Mail the REG 256 to:
 - Department of Motor Vehicles
 - Special Processing Unit MS D238
 - PO Box 932345
 - Sacramento, CA 94232-3450

The window decal will be mailed directly to the applicant within six to eight weeks.