

West Virginia Department of Transportation

Division of Motor Vehicles

Application for Motor Vehicle Leasing Permit to Engage in the Business of Leasing Motor Vehicles in West Virginia



1-800-642-9066

dmv.wv.gov

This is a ☐ **NEW APPLICATION (\$250)** ☐ **RENEWAL (\$100)**

1. Basic Information

NAME OF BUSINESS			
BUSINESS STREET ADDRESS			
CITY	STATE	ZIP CODE	BUSINESS PHONE NUMBER ()
NAME OF INDIVIDUAL WHO HAS PRIMARY RESPONSIBILITY FOR THIS APPLICATION			INDIVIDUAL'S PHONE NUMBER ()

2. Proprietorship or Corporation? Please provide the corresponding information requested below.

PROPRIETORSHIP*If multiple, please provide the additional information on a separate piece of paper and include it with the application.*

NAME OF BUSINESS			
BUSINESS STREET ADDRESS			
CITY	STATE	ZIP CODE	BUSINESS PHONE NUMBER ()

CORPORATION

DATE OF INCORPORATION (MM/DD/YYYY) / /	TAX ID NUMBER	Are articles of incorporation and any trade name or fictitious names on file with the West Virginia Secretary of State's Office? <input type="checkbox"/> YES <input type="checkbox"/> NO	
PRESIDENT'S NAME		PRESIDENT'S PHONE NUMBER ()	
VICE PRESIDENT'S NAME		VICE PRESIDENT'S PHONE NUMBER ()	
SECRETARY'S NAME		SECRETARY'S PHONE NUMBER ()	
TREASURER'S NAME		TREASURER'S PHONE NUMBER ()	

3. Other Business

Are you currently an owner, partner, or corporate officer in any other new or used car dealership, motor vehicle distributorship, motor vehicle auction, motor vehicle salvage dealership, motor vehicle salvage auction, motor vehicle salvage pool, or motor vehicle leasing company? ☐ YES ☐ NO *If YES, please state name of same. Use separate sheet and attach if necessary.*

NAME			PERMIT NO
STREET ADDRESS	CITY	STATE	ZIP CODE
NAME			PERMIT NO
STREET ADDRESS	CITY	STATE	ZIP CODE

4. Employment Record

List the business or employment record for the past two years of the owner, partners, and officers listed in **Question 2** of this application. (If additional space is necessary, use separate sheet and attach.)

5. Application Record

Has applicant previously applied, or currently applying for a motor vehicle leasing permit, motor vehicle licensing permit, motor vehicle leasing dealer's license, distributor's license, motor vehicle auction owner's license, motor vehicles salesperson's license, motor vehicle salvage dealer's license, motor vehicle salvage auction or motor vehicle salvage pool license? ☐ YES ☐ NO *If YES, state the business name, date, type of license, and result of such application.*

6. License History of Corporation or Partnership

If applicant is a corporation or partnership, has any partner, employee, or officer been refused a motor vehicle dealer's license, motor vehicle leasing dealer's license, distributors license, motor vehicle auction owner's license, motor vehicle salesperson's license, or been the holder of a license which was suspended or revoked? ☐ YES ☐ NO *If YES, state the business name.*

7. Felony or Fraud

Has applicant ever been convicted of or plead guilty to a felony or fraudulent act? ☐ YES ☐ NO

8. Legal Record

Has applicant ever been convicted of, plead guilty, or plead no contest in a criminal action, or had a judgment rendered against them in a civil action for a violation of §17A-3-12 of the WV Motor Vehicle laws (Disclosure of Odometer Information on Certificate of Title), or any substantively comparable provisions of the law of any other state; or of Section 408-a of the "Motor Vehicle Information and Cost Savings Act" 86 State. 961 (1972), 15 U.S.C. 1988? ☐ YES ☐ NO *If YES, state the specifics.*

--

9. Authentication

No applicant shall be issued a permit unless their application is accompanied by a **suitable photograph of the location** and sign in the **exact name** in which the application is filed.

10. Net Worth

No applicant shall be issued a Motor Vehicle Leasing Permit unless their **current financial statement** shows a net worth in the sum of **no less than seventy-five thousand dollars (\$75,000)**.

I do solemnly swear (or affirm) that the statements contained in the foregoing application are true and correct and that I, as proprietor, as member of the partnership, or as an officer of the corporation, have authority to sign this application and make the statement contained herein.

(Firm Name) By _____

Subscribed and sworn to before me this _____ day of _____ 20____.

(SEAL) _____
(Notary Public)

My commission expires _____ 20____.