

Dealer Connection

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From the SCDMV's Dealer License Office

Visit the SCDMV website to stay up-to-date on any law or policy changes for dealers.

There are some third-party websites, such as DMV.org, that are not affiliated with the SCDMV. If you are using an unofficial website to complete your business with the SCDMV, you are more likely to have incomplete paperwork and increased processing time.

Do not use a website that is not **www.scdmvonline.com** to conduct business with the SCDMV.

Mopeds

Mopeds



Mopeds must be registered in South Carolina, other changes to moped licensing coming

Beginning Monday, November 19, 2018, every moped in South Carolina must have a valid license plate, registration decal, and registration card to show it is properly registered with the SCDMV and legally allowed to operate on state roads. This comes as a result of Act 89 signed into law by Governor Henry McMaster in May 2017.

The SCDMV's current plan is to

allow moped owners to begin registering their vehicle with the agency on Thursday, November 1, 2018. There is no reason to believe this timeline will change, but the agency's computer system will not be ready to accept moped registrations prior to this date.

Moped owners must bring to the SCDMV their \$10 registration payment plus documentation, such as an invoice, manufacturer certificate of origin, or bill of sale, showing that they are the legal and rightful owner of the moped. If no paperwork exists, the agency will work with the customer to locate a serial number on the moped and begin a paper trail. Moped owners do not have to pay property taxes to the county in which they

reside nor carry insurance on the moped. Moped owners will owe the \$10 fee every two years, similar to passenger vehicles that pay the biennial registration fee now.

Customers may title their moped with the SCDMV, but that is not required under the new law. Moped owners must bring the proper documentation mentioned above to title the moped. Titling a moped will cost \$15. If a customer wants the title the same day, it will be \$35.

In addition to having a license plate and proper registration, the minimum age for buying a moped, or Class G, operator's license becomes 15 on November 19. Currently, 14-year-olds, with a qualifying adult's permission, can apply for a moped license. No 14-year-old will hold a Class G license with an issue date after November 18, 2018.



Recreational Vehicles



Recreational Vehicle Dealer's License

Effective July 1, 2018, dealers selling recreational vehicles, or RVs (see the new definition below), will no longer hold a Regular Retail dealer's license or Travel Trailer license.

Dealers must apply and display an RV license. This is due to a change in SC Code of Laws §56-14-30 et seq. signed by Governor McMaster on May 10, 2017. The law redefines an RV and provides one main license for inclusion of all vehicles.

An RV is now defined as a motor home, travel trailer, fifth-wheel trailer, or folding camping trailer designed to provide temporary

living quarters for recreational camping or travel use. **What's changed between the old and new law?**

The name of the license type -

The Travel Trailer license no longer exists. It is now the RV license. This license **does not** allow dealers to sell any type of motor vehicles other than RVs at their licensed location and/or authorized temporary locations.

Selling motor homes -

Previously, dealers were not allowed to show and sell motor homes offsite. Because motor homes now fall under the umbrella of an RV license, if you have that license, you can show and sell motor homes offsite only if you also have a Temporary RV license.

To buy a Temporary RV license, submit both of the following to

any SCDMV branch:

- Application for a Temporary Recreational Vehicle Dealer License (SCDMV Form 417-C)
- \$20 fee

License expiration date -

Previously, each Travel Trailer license expired on December 31, regardless of the issue date. Now, each RV license expires on the last day of the month, twelve months from the date of issue. This is referred to as the "licensing period." You must display the license prominently at your place of business. The license applies to only one place of business of the applicant and is not transferrable to another person or place of business.

If a dealer wishes to sell motor vehicles and RVs, the dealer must apply for and hold both an RV license and a Regular Retail license.



Changes to S2Verify Background Check

Effective September 4, 2018, there were changes in the process dealers use for ordering S2Verify Criminal History Reports.

Effective September 4, 2018, there were changes in the process dealers use for ordering S2Verify Criminal History Reports. The fee went from \$28.05 to at least \$32.05. The fee increase is due to the high volume of self-pay orders that ArcPoint Occupational Solutions received.

ArcPoint's team developed myscreeningportal.org. This system allows dealers to buy the report online directly with ArcPoint. The extra charge is due to the merchant services fee that ArcPoint incurs by processing credit cards. You can find instructions for payment [here](#).

You must also stop using the old S2Verify link due to that link's impact on payments and reports. You can find the link to the report [here](#). The report is not instant and will be delivered to the applicant's email within 3-4 business days of the dealer submitting payment and profile information.

Dealer Transaction Process has changed at Charleston - Leeds Avenue

Effective Monday, August 27, 2018, the process for completing multiple transactions for dealer or business customers changed at the Charleston - Leeds Avenue branch at 3790 Leeds Avenue in North Charleston.

The procedural change was in effect for all other dealer central offices statewide for several years. The August change allowed the Charleston - Leeds Avenue branch to continue statewide uniformity while providing superior customer service.

Each dealer or business customer may process up to three transactions per day at the front counter on Tuesdays and Thursdays from 8:30-11 a.m. and 1:30-3:30 p.m. and on Wednesdays from 9:30-11 a.m. and 1:30-3:30 p.m. On Mondays, Fridays, and Saturdays (that

the SCDMV is open), dealer or business customers may process one transaction per day at the front counter. When processing dealer transactions over the counter, an attempt to process a transaction, whether successful or not, counts towards the number allowed for the day. At the branch manager's discretion, if there are no other customers waiting for service, the office may process up to three dealer or business transactions on any day at the front counter.

Dealers and business customers may drop off work in packets of 15 at any SCDMV office on any day. There is no limit to the number of packets that may be dropped off.

Before dropping off or completing any work, dealer and business customers must get a ticket from

the greeter. Each dealership representative, even if only one runner is coming in for multiple dealers, must get a separate ticket from the greeter station for each dealership that has work to be processed.

All dealer transactions dropped off at the Leeds Avenue office will be processed and prepared for dealer pick-up within three business days.

If you have questions about this process, please contact:

Brian Carlson, Deputy Director of Titles & Registration
803-896-4862
Brian.Carlson@scdmv.net

All other dealer central offices follow this same process outlined above.

IMF Information & Updates

(SC Code of Laws §56-3-6217)

All dealers must collect IMF. If you do not collect IMF, you will receive a points violation from SCDMV dealer agents.

(A) In order to account for the necessary road maintenance caused by each item traversing the roads of this State, in addition to the registration fees imposed by this chapter, the owner of each vehicle or other item that is required to be registered pursuant to this chapter must pay an infrastructure maintenance fee upon first registering the vehicle or other item. Also, the owner of each trailer or semitrailer must pay the fee upon first registering the trailer or semitrailer. The Department of Motor Vehicles may not issue a registration until the infrastructure maintenance fee has been collected. The infrastructure maintenance fee must be credited to the

Infrastructure Maintenance Trust Fund.

(B) If upon purchasing or leasing the item from a dealer, the owner first registers the item in this State, then the fee equals five percent, not to exceed five hundred dollars, of the gross proceeds of sales, or sales price, as those terms are defined in Chapter 36, Title 12. If the dealer holds a South Carolina retail license or offers to license and register the item, then the dealer must collect the fee and remit it to the Department of Motor Vehicles.

Military Exemptions:

When non-resident active duty military personnel purchase

a vehicle to be registered in South Carolina, the customer must complete the sales tax/IMF exemption section on the Title Application (SCDMV Form 400). The customer must also provide a current copy of his or her leave earning statement, or LES. The IMF exemption only applies to passenger vehicles.

Active duty owners are excluded from IMF if they purchase and register a vehicle in another state then register the vehicle in this state. The exclusion allowed also extends to items owned by the spouse or dependent of a person serving on active duty in the United States Armed Forces.

Brian Carlson

Deputy Director of Vehicle Services

Brian Carlson is the Deputy of Director of Vehicle Services, Titles & Registration. He took over the position after Sharon Madison's retirement in May 2018. Previously, Brian was the Chief of Facilities and Inventory Management at the SCDMV.

Brian came to the SCDMV after years in the private sector and a career in the military. Brian retired in Columbia after 32 years of service in the US Army.

He finished his career as the Command Sergeant Major (CSM) at the Basic Combat Training Center of Excellence of Fort Jackson. During his military career, he served in leadership positions ranging from team leader to CSM. Brian served during Desert Storm and Operation Iraqi Freedom totaling three combat tours. Brian is married to Diana, his wife of 38 years, and they have three children and five grandchildren.



2019 Dealer Training



Once a month, the SCDMV provides training sessions on titling and registering vehicles in South Carolina. This is designed for dealership employees who complete title and registration documents for customers. Each class is held at an SCDMV branch. You should register as early as possible, and you can find more information [online](#).

- **JANUARY 23, 2019 - LADSON - 135 WIMBERLY WAY, LADSON, SC 29456**
- **FEBRUARY 20, 2019 - BLYTHEWOOD - 10311 WILSON BLVD., BLYTHEWOOD, SC 29016**
- **MARCH 20, 2019 - GREENVILLE - 15 SALUDA DAM ROAD, GREENVILLE, SC 29611**
- **APRIL 17, 2019 - BLYTHEWOOD - 10311 WILSON BLVD., BLYTHEWOOD, SC 29016**
- **MAY 15, 2019 - CHESTER - 508 BELT ROAD, CHESTER, SC 29706**
- **JUNE 19, 2019 - BLYTHEWOOD - 10311 WILSON BLVD., BLYTHEWOOD, SC 29016**
- **JULY 17, 2019 - CONWAY - 4103 HIGHWAY 701 NORTH, CONWAY, SC 29526**
- **AUGUST 21, 2019 - BLYTHEWOOD - 10311 WILSON BLVD., BLYTHEWOOD, SC 29016**
- **SEPTEMBER 18, 2019 - LADSON - 135 WIMBERLY WAY, LADSON, SC 29456**

The class is held from 10 a.m. - 3 p.m. You can sign up by calling SCDMV Training and Change Management at 803-896-4870 or by emailing TCMscheduling@scdmv.net.

Reminders

Beginning, January 1, 2019, the SCDMV will not accept the Title Application (SCDMV Form 400) with a revision date prior to 2/2018. The vehicle sales price listed on the Title Application (SCDMV Form 400) should include the document fee, as confirmed by the state Department of Revenue and SC Dealers Association.

Below, you'll see typed and handwritten examples of how the sales price, trade-in price, and tax credit should be indicated on the Title Application (SCDMV Form 400) until the new forms are distributed. Indicate trade-in and/or tax credit only if applicable.

SECTION I - SELLER INFORMATION					Applicant should initial verifying the sales price of the vehicle.	
SELLER OR DEALER NAME	SC DEALER/WHOLESALE NUMBER	SC SALES TAX NUMBER	SALES PRICE	CUSTOMER INITIALS		
SCDMV Auto Sales	00000	00-00000	\$20,000-\$2,500 = \$17,500	Tax Credit = \$250		
ADDRESS		CITY	STATE	ZIP CODE		
10311 Wilson Blvd.		Blythewood	SC	29016		

SECTION I - SELLER INFORMATION					Applicant should initial verifying the sales price of the vehicle.	
SELLER OR DEALER NAME	SC DEALER/WHOLESALE NUMBER	SC SALES TAX NUMBER	SALES PRICE	CUSTOMER INITIALS		
SCDMV Auto Sales	00000	00-00000	\$20,000			
ADDRESS		CITY	STATE	ZIP CODE		
10311 Wilson Blvd.		Blythewood	SC	29016		

SECTION J - INSURANCE CERTIFICATION				
Trade = \$2,500 Credit = \$250.				