



Motor Vehicle Administration
6601 Ritchie Highway N.E.
Glen Burnie, MD 21062

Bulletin

D-04-15-04

BULLETIN

Date: April 30, 2015
To: Dealers
From: Business Licensing and Consumer Services
RE: Trade Vehicle

Please be advised when processing a trade in vehicle it is imperative that you enter the correct vehicle identification number (VIN) and the title number of the traded in vehicle.

In order to ensure your customers do not receive possible insurance violations please inform your customer to cancel the insurance after the plates have been returned. Also, if transferring registration plates please finalize the deal as soon as possible so the MVA database will be updated with the correct information.

If you have any additional questions or require additional information please contact us at mvablcsd@mva.maryland.gov.