Best Practices for Title and Registration of A New Motorcycle

2007-4-4

American Association of Motor Vehicle Administrators
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Executive Overview

Jurisdictions continue to be faced with a variety of new vehicle types that are outside of the traditional definitions of a motor vehicle. The universe of unconventional vehicles range from the current rage of pocket bikes and motor scooters to customized trucks and truck-tractors that have been converted into RV type vehicles. Roadside enforcement continues to face the challenge of how to handle these vehicles and operators when they are operated on the highways.

In an attempt to assist the jurisdictions, AAMVA chartered the Unconventional Vehicles Working Group in 2005 (see Attachment A for the Charter). The purpose of this Working Group was to review the problems associated with the variety of unconventional vehicles that motor vehicle administrators and law enforcement officers continue to encounter. The Working Group was tasked with developing guidance and resources to assist the jurisdictions with appropriately titling and registering these vehicles and appropriately licensing the vehicle operator to ensure safe operation of the vehicle on the highways.

The initial focus of the working group was the pocket bikes and scooters. From the work surrounding this issue the AAMVA Board of Directors approved Resolution No. 06-01, Registration and Titling of Pocket Bikes in January 2006 (see Attachment B).

Due to differing federal requirements and terminology, the Working Group determined that crafting a best practices document that applies to both the states and the Canadian provinces was not feasible. Therefore, these Best Practices were developed to provide guidance to the states. The CCMTA Unusual Vehicles Working Group may follow these Best Practices with a version that applies to the Canadian provinces.

AAMVA strongly encourages jurisdictions to use these Best Practices to promote uniformity. Using a common approach would facilitate the movement of these vehicles from one jurisdiction to another. These Best Practices have the capability to grow, change and evolve as new vehicle types continue to be introduced.
Definitions

For purposes of the Best Practices for Title and Registration of A New Motorcycle the following definitions shall be used:

**EPA** means the Environmental Protection Agency.

**EPA Certification label** means the label attached by the original manufacturer that certifies compliance with the Federal Motor Vehicle Emission and Fuel Standards. [Source: 42 U.S.C., Section 7541]

**Manufacturer's certificate of origin** means the ownership document issued by the manufacturer or authorized United States distributor that meets the specifications as provided in AAMVA’s policy titled “Specifications for Printing a Manufacturer’s Certificate of Origin (CO) for Motor Vehicle Standards”.

**Motorcycle** means a motor vehicle with motive power having a seat or saddle for the use of the rider and designed to travel on not more than three wheels in contact with the ground. [Source: 49 CFR 571.3]

**Motor vehicle** means a vehicle driven or drawn by mechanical power and manufactured primarily for use on public streets, roads, and highways, but does not include a vehicle operated only on a rail line. [Source: 49 U.S.C., Section 30102]

**NHTSA** means the National Highway Traffic Safety Administration.

**NHTSA Certification label** means the label attached by the original manufacturer that certifies compliance with the Federal Motor Vehicle Safety Standards. [Source: 49 CFR, Section 567.4]

**VIN (Vehicle Identification Number)** means a series of Arabic numbers and Roman letters that is assigned to a motor vehicle for identification purposes pursuant to 49 CFR 565.3.
Best Practices for Issuance of A Certificate of Title and Registration for A New Motorcycle

Prior to issuance of an ownership document for a new “motorcycle” a jurisdiction shall:

1. Determine that the vehicle meets the federal definition of “motorcycle” and the jurisdiction’s definition of motorcycle.

2. Require presentation of a typed or computer-generated manufacturer’s certificate of origin (handwritten documents shall not be accepted) that does not include verbiage similar to “off-road use only.” If a jurisdiction issues a certificate of title for an off-road vehicle, the title document should indicate that the vehicle is not eligible to be registered for road use.

3. Require that the manufacturer’s certificate of origin and the motorcycle have a VIN consisting of 17 characters assigned by the manufacturer and having a NHTSA assigned World Manufacturer Identifier (WMI).

4. Verify, by physical inspection or affidavit, that the motorcycle bears the required NHTSA certification label and EPA certification label (see Attachments C and D for motorcycle NHTSA and EPA certification requirements). For imported vehicles, verification that the vehicle meets federal standards may also be in the form of a copy of the NHTSA Declaration form (HS-7 - see Attachment E for a sample of the Declaration form) and EPA Form 3520-1 (see Attachment F for a sample of the EPA Form 3520-1) or other documentation acceptable to the jurisdiction. To determine if a motorcycle has been imported, a jurisdiction may search the Manufacturer’s Information available on NHTSA’s website http://www.nhtsa.dot.gov/cars/rules/manufacturer/. If a jurisdiction is not able to perform a physical inspection or utilize an affidavit, the jurisdiction should establish other acceptable proof or process guidelines to verify that the motorcycle bears the required NHTSA certification label and EPA certification label.

5. Any vehicle that purports to be a motorcycle but does not meet the requirements listed above should not be registered for on-road use.
Attachment A

American Association of Motor Vehicle Administrators, Inc.
Unconventional Vehicles Working Group
Charter

I. NAME
The name of the working group shall be the “Unconventional Vehicle Working Group” hereafter called the Working Group.

II. PURPOSE and AUTHORITY
The Working Group shall review the problems associated with the variety of unconventional vehicles that motor vehicle administrators and law enforcement officers continue to encounter. The purpose of the review will be to identify and develop strategies/policies/best practices to assist member jurisdictions in dealing with these types of vehicles in a uniform and consistent manner. As detailed in Section IV of the charter, Phase one of the review will focus on pocket bikes and scooters. Phase two of the review will focus on other types of unconventional vehicles, including homemade vehicles and converted trucks.

III. BACKGROUND
Jurisdictions continue to be faced with a variety of new vehicle types that are outside of the traditional definitions of motor vehicle. In most cases, these vehicles are not manufactured for on-road use, but some are being customized in an attempt to make them “street legal”. The universe of unconventional vehicles ranges from the current rage of pocket bikes and motor scooters to customized trucks and truck-tractors that have been converted into RV type vehicles in an attempt to circumvent CDL and truck enforcement requirements. Roadside enforcement continues to face the challenge of how to handle these vehicles and operators when they are found on the highways.

Previously, the issue of low speed vehicles was identified and addressed through the efforts of a multi-disciplinary working group. It is intended that this working group will address the concerns that this new universe of vehicles presents to our members. The Working Group will develop guidance and resources to ensure that these vehicles are appropriately titled and registered and the vehicle operator is appropriately licensed to ensure safe operation of the vehicle on the highways.

IV. EXPECTED OUTCOMES/DELIVERABLES
The Working Group will:

1. Map the problem from a variety of perspectives, develop a comprehensive unconventional vehicle definition, and develop a process model which
including identification of short, medium and longer term issues. The initial focus will be pocket bikes and scooters. Best practices, policies and model legislation (if required) will be developed in the short term for the treatment of pocket bikes and scooters - Projected completion – August 2006.

2. Develop a report that outlines a plan of action, including milestones, that will assist the organization in developing an active process to ensure a timely proactive response to new issues that arise in the unconventional vehicles arena. – Project completion – September 2007.

3. Work on phase two of the review (other unconventional vehicles) will follow the procedures outlined for phase one, with deliverables expected not later than June 1, 2007 – Projected Completion – June 2007

4. Outcomes/deliverables from phase one and phase two will be available for discussion during the 2007 AAMVA Regional Conferences and Annual International Conference - Projected Completion – September 2007.

V. MEMBERSHIP
The Working Group will be chaired by a VRT Steering Committee Member who will be appointed by the International Chair of the Vehicle Committee. The other members will include representatives from the following AAMVA disciplines: Legal Service, Driver Licensing and Control, Law Enforcement, Motor Carrier Services, Vehicle Registration and Title, and Vehicle Safety and Inspection.

VI. MEETING PROCEDURES
It is anticipated the Working Group will meet in person before July 1, 2005 for an initial discussion of the issues surrounding unconventional vehicles. Subsequent meetings will, whenever possible, be conducted via conference calls.

Announcement of the initial meeting will be broadcast via the VRT Yahoo Group, the LE Yahoo Group, the DL&C Yahoo Group, and the VS & I Yahoo Group. It will also be posted on the AAMVA website and distributed to a variety of pertinent associations and organizations.

VII. WORKING GROUP TERMINATION
The Working Group will be dissolved by September 30th, 2007 unless tasked with additional responsibilities by the AAMVA Chair of the Board or extended by the AAMVA Steering Committee.
WHEREAS, the American Association of Motor Vehicle Administrators (AAMVA) is an association representing its U.S. and Canadian membership by working collaboratively to support and improve motor vehicle administration, safety, identification security and law enforcement; and whose activities include developing model programs in motor vehicle administration, police traffic services and highway safety, serving as an information clearinghouse for these same disciplines, and acting as the international spokesman for these interests; and

WHEREAS, in order to reduce traffic collisions and deaths and injuries resulting from traffic collisions, Congress has required the federal Department of Transportation to prescribe minimum safety standards for any motor vehicle manufactured primarily for use on public roads; has prohibited the manufacture, sale, import and distribution of motor vehicles that do not conform with those federal motor vehicle safety standards; and

WHEREAS, responding to Congress’ call, the National Highway Traffic Safety Administration (NHTSA), has promulgated motor vehicle safety standards at 49 CFR 571, including safety standards for motorcycles and motor-driven cycles, and requires manufacturers to certify that vehicles manufactured for on-road use meet all applicable safety standards; and

WHEREAS, miniature motorcycles commonly referred to as ‘pocket bikes’ resemble traditional racing motorcycles in every respect except for their small size and pocket bikes do not meet the minimum height specification for headlamps, tail lamps, stop lamps and turn signals for motorcycles or motor-driven cycles; and

WHEREAS, their low height makes pocket bikes exceedingly difficult for other motorists to see whenever they are operated on a road; and

WHEREAS, the laws of some states specifically recognize pocket bikes and prohibit their operation on public highways in that state, but many state’s laws do not specifically recognize pocket bikes, regarding them as ‘motorcycles’ that might be registered and operated on public roads by qualified riders; and
WHEREAS, lack of federal regulation, guidance or standards clearly applicable to pocket bikes has created confusion for law enforcement officials, motor vehicle administrators and state and local government officials; now, therefore, be it

Resolved by the Board of Directors of the American Association of Motor Vehicle Administrators, that AAMVA finds that, because pocket bikes do not meet federal motor vehicle safety standards, they are not 'manufactured primarily for use on public highways' within the meaning of federal law; and

BE IT FURTHER RESOLVED that AAMVA shall endeavor to develop and strengthen relationships with other safety organizations and law enforcement agencies and national safety organizations to promote awareness of safety concerns and insure that state laws prohibit the operation of pocket bikes on public roads; and

BE IT FURTHER RESOLVED that jurisdictions should not title or register for on-road use pocket bikes, 'mini-choppers', or any other non-standard motorcycle that does not meet federal motor vehicle safety standards for vehicles intended for use on public highways, and that lacks the manufacturer's certification label stating that the vehicle meets all applicable safety standards in effect on the date of manufacture, unless state or federal law specifically exempts the vehicle from such standards and certification; and

BE IT FURTHER RESOLVED that AAMVA shall provide this resolution to CPSC, NHTSA, National Traffic Law Center, National Conference of State Legislatures, Governors Highway Safety Association and other appropriate Federal and State agencies.

Board of Directors Resolution 06-01 was passed at a meeting duly held on January 13-14, 2006

Bonnie Rutledge
Chair of the Board of Directors

Glenn Turner
Secretary of the Board
Attachment C

NHTSA Certification Label Requirements for Motorcycles

A certification label meeting the requirements of 49 CFR Part 567 that, among other things, identifies the vehicle’s manufacturer (i.e., the actual assembler of the vehicle), states the vehicle’s date of manufacture (month and year), and contains the following statement: “This vehicle conforms to all applicable Federal motor vehicle safety standards (FMVSS) in effect on the date of manufacture shown above.”

For vehicles other than motorcycles or trailers, the label must be affixed to either the hinge pillar, door-latch post, or the door edge that meets the door-latch post, next to the driver’s seating position. For trailers, the label must be affixed to a location on the forward half of the left side of the vehicle, so that it can be easily read without moving any part of the vehicle. For motorcycles, the label must be affixed to a permanent member of the vehicle as close as is practicable to the intersection of the steering post with the handlebars, so that it is easily readable without moving any part of the vehicle except for the steering system.

SAMPLE LABEL

| MANUFACTURED BY: JOE’S MOTORCYCLES |
| July 1997 |
| GVWR | 271 KG (598 LB) |
| GAWR FRONT | 110 KG (243 LB) WITH M 120/70R18 TIRE, 18XMT3.00 RIM. AT 250KPA(36 PSI) COLD |
| GAWR REAR | 161 KG (355 LB) WITH M160/60R17 TIRE, 17XMT4.00 RIM. AT 250KPA(36 PSI) COLD |
| THIS VEHICLE CONFORMS TO ALL APPLICABLE US FEDERAL MOTOR VEHICLE SAFETY STANDARDS IN EFFECT ON THE DATE OF MANUFACTURE SHOWN ABOVE |
| VIN: WMIXXXXXXXXXXXXXX TYPE: MOTORCYCLE |

§ 567.4 Requirements for manufacturers of motor vehicles. (**Modified for Motorcycle and Motor-Driven Cycle)**

(a) Each manufacturer of motor vehicles shall affix to each vehicle a label, of the type and in the manner described below, containing the statements specified in paragraph (e) of this section.

(b) The label shall be permanently affixed in such a manner that it cannot be removed without destroying or defacing it.

(c) The label for motorcycles shall be affixed to a permanent member of the vehicle as close as is practicable to the intersection of the steering post with the handle
bars, in a location such that it is easily readable without moving any part of the vehicle except the steering system.

(d) The lettering on the label shall be of a color that contrasts with the background of the label.

(e) The label shall contain the following statements, in the English language, lettered in block capitals and numerals not less than three thirty-seconds of an inch high, in the order shown:

(1) Name of manufacturer: Except as provided in paragraphs (e)(1) (i) and (ii) of this section, the full corporate or individual name of the actual assembler of the vehicle shall be spelled out, except that such abbreviations as “Co.” or “Inc.” and their foreign equivalents, and the first and middle initials of individuals, may be used. The name of the manufacturer shall be preceded by the words “Manufactured By” or “Mfd By.”

   (i) If a vehicle is assembled by a corporation that is controlled by another corporation that assumes responsibility for conformity with the standards, the name of the controlling corporation may be used.

   (ii) If a vehicle is fabricated and delivered in complete but unassembled (kit) form, such that it is designed to be assembled without special machinery or tools, the fabricator of the vehicle may affix the label and name itself as the manufacturer for the purposes of this section.

(2) Month and year of manufacture: This shall be the time during which work was completed at the place of main assembly of the vehicle. It may be spelled out, as “June 1970,” or expressed in numerals, as “6/70.”

(3) “Gross Vehicle Weight Rating” or “GVWR,” followed by the appropriate value in pounds, which shall not be less than the sum of the unloaded vehicle weight, rated cargo load, and 150 pounds times the vehicle’s designated seating capacity.

(4) “Gross Axle Weight Rating” or “GAWR” followed by the appropriate value in pounds for each axle, identified in order from front to rear.

(5) The statement: “This vehicle conforms to all applicable Federal motor vehicle safety standards in effect on the date of manufacture shown above.” The expression “U.S.” or “U.S.A.” may be inserted before the word “Federal.”
(6) Vehicle identification number.

(7) The type classification of the vehicle as defined in §571.3 of this chapter (motorcycle or motor-driven cycle).

Additional information about motorcycle manufacturer requirements can be found at:

Attachment D

EPA Certification Requirements for Motorcycles

General Requirements

On-road motorcycles must be EPA certified.

Certified motorcycles must:
- Have an EPA emissions label affixed and visible; and
- Be covered by an emissions warranty.

Motorcycle importers must complete EPA Declaration Form 3520-1.

Emissions Certification

The motorcycle certification warranty regulations, found at 40 C.F.R. Part 86, subpart E., require motorcycle manufacturers to:
- Register with EPA;
- Conduct emissions testing of prototype motorcycles;
- Submit certification applications to EPA each year for each engine family in order to obtain an EPA certificate;
- Build and label motorcycles to the certified specifications;
- Conduct emissions tests on production vehicles if EPA orders;
- Provide warranty information and maintenance instructions to purchasers;
- Conduct and pay for emissions warranty repairs; and
- Submit defect reports and conduct recalls, if necessary.

Manufacturers of motorcycles are required to provide an emissions warranty to the consumer. The minimum length of the warranty period is five years, or 12,000 to 30,000 km (depending on the size of the engine).

According to federal law, an emission control or emission-related part that fails because of a defect in materials or workmanship must be repaired or replaced by the motorcycle manufacturer free of charge as long as the motorcycle is within the emissions warranty period. Similarly, motorcycle manufacturers are required to recall and repair motorcycles that are found to violate emissions standards.

The EPA emissions certification requirement applies to motorcycles manufactured in the U.S. and to new motorcycles that are imported for sale in this country. The motorcycle manufacturer normally obtains EPA certification for imported motorcycles. However, a
motorcycle importer also may apply to EPA for a certificate, and thus assume all the responsibilities of the manufacturer.

SAMPLE EMISSIONS LABEL

![Sample Emissions Label](image)

Additional information about motorcycle manufacturer requirements can be found at:

http://www.epa.gov/otaq/roadbike.htm
http://www.epa.gov/OMS/regs/roadbike/22-scooteralert.pdf
**Declaration**

**Importation of Motor Vehicles and Motor Vehicle Equipment Subject to Federal Motor Vehicle Safety, Bumper and Theft Prevention Standards**

<table>
<thead>
<tr>
<th>PORT OF ENTRY</th>
<th>CUSTOMS PORT CODE</th>
<th>CUSTOMS ENTRY NO</th>
<th>VEHICLE IDENTIFICATION NUMBER (VIN)</th>
<th>ENTRY DATE</th>
</tr>
</thead>
</table>

**DESCRIPTION OF MERCHANDISE & MOTOR VEHICLE EQUIPMENT**

- **Make of Vehicle**:
- **Model**
- **Year**
- **Vehicles Identification Number (VIN)**
- **Entry Date**

**Registered Importer Name and NHTSA Registration Number (Required when Box 3 is checked)**

**Vehicles Eligibility No.** (Box 3)

**Description of Merchandise**

1. The vehicle is 25 or more years old, or the equipment item was manufactured on a date no earlier than the model date of the year 1980.
2. A. The vehicle, chassis cab or equipment item conforms with all applicable Federal Motor Vehicle Safety Standards (FMVSS) or has been certified by all applicable Federal Motor Vehicle Safety Standards (FMVSS) and bears a certification label or label that indicates the applicable Federal Motor Vehicle Safety Standards (FMVSS) or other applicable safety standards to which it complies.
3. The vehicle conforms with all applicable Federal Motor Vehicle Safety Standards (FMVSS) of Canada and the United States except for minor labeling requirements, and I am importing it for personal use.
4. The vehicle is not a 1980 or earlier model year vehicle, or the equipment item was manufactured on a date no earlier than the model date of the year 1980.
5. A. The vehicle, chassis cab or equipment item conforms with all applicable Federal Motor Vehicle Safety Standards (FMVSS) or has been certified by all applicable Federal Motor Vehicle Safety Standards (FMVSS) and bears a certification label or label that indicates the applicable Federal Motor Vehicle Safety Standards (FMVSS) or other applicable safety standards to which it complies.
6. The vehicle conforms with all applicable Federal Motor Vehicle Safety Standards (FMVSS) of Canada and the United States except for minor labeling requirements, and I am importing it for personal use.

**Name of Importer:**

**Attachment:** Copy of Order.

**Date:** April 4, 2007

**Name of Importer:**

**Address:**

**Affidavit of Compliance:**

**Signature:**

1. The vehicle is 25 or more years old, or the equipment item was manufactured on a date no earlier than the model date of the year 1980.
2. A. The vehicle, chassis cab or equipment item conforms with all applicable Federal Motor Vehicle Safety Standards (FMVSS) or has been certified by all applicable Federal Motor Vehicle Safety Standards (FMVSS) and bears a certification label or label that indicates the applicable Federal Motor Vehicle Safety Standards (FMVSS) or other applicable safety standards to which it complies.
3. The vehicle conforms with all applicable Federal Motor Vehicle Safety Standards (FMVSS) of Canada and the United States except for minor labeling requirements, and I am importing it for personal use.

**Name of Importer:**

**Address:**

**Affidavit of Compliance:**

**Signature:**

1. The vehicle is 25 or more years old, or the equipment item was manufactured on a date no earlier than the model date of the year 1980.
2. A. The vehicle, chassis cab or equipment item conforms with all applicable Federal Motor Vehicle Safety Standards (FMVSS) or has been certified by all applicable Federal Motor Vehicle Safety Standards (FMVSS) and bears a certification label or label that indicates the applicable Federal Motor Vehicle Safety Standards (FMVSS) or other applicable safety standards to which it complies.
3. The vehicle conforms with all applicable Federal Motor Vehicle Safety Standards (FMVSS) of Canada and the United States except for minor labeling requirements, and I am importing it for personal use.

**Name of Importer:**

**Address:**

**Affidavit of Compliance:**

**Signature:**
Attachment F

United States Environmental Protection Agency

Importation of Motor Vehicles and Motor Vehicle Engines Subject to Federal Air Pollution Regulations

Declaration Form

This form must be submitted to the U.S. Customs and Border Protection (Customs) (42 USC 7522, 7601; 19 CFR 12.73) for each motor vehicle (including motorcycles, disassembled vehicles, kit cars, light-duty vehicle/motorcycle engines) imported into the U.S., except that this form is not required for motor vehicles that are imported by their original manufacturer and are new and are covered by an EPA certificate of conformity and bear an EPA emission control label. One form per shipment may be used, with attachments including all information required to fully describe each vehicle or engine as below. Check the box below indicating the provisions under which you are importing this vehicle or engine. Offroad vehicles/engines and heavy-duty engines must use form 3520-21. Note: Although only imports using codes G, I, K, L, M, and O require specific written authorization from EPA, Customs may request EPA review of Importer documentation and eligibility for any import using this form. A nonconforming vehicle that is ineligible for the exemptions or exclusions listed below, must be imported through an Independent Commercial Importer (ICI) under codes A, C, J, or Z. For codes A, C, J, and Z, EPA does not authorize the release to the vehicle owner.

Penalties: Any person who knowingly makes any false or fraudulent statement, or omits or conceals any material fact can be fined up to $27,500 or imprisoned for up to 5 years, or both (18 USC 1001). Any person who improperly imports a motor vehicle (including a motorcycle) or engine may be fined up to $25,000 per vehicle or engine (42 USC 7524), and may be subject to forfeiture of the entire importation bond, if applicable (48 C.F.R. 55.15), and the U.S. Customs Service may seize the vehicle or engine (19 CFR 162.21).

Description and Declaration of Motor Vehicle or Motor Vehicle Engine (Note: Heavy-duty Engines must use form 3520-21)

1. Port code:  
2. Entry date:  
3. Customs entry number:  
4. Vehicle Identification Number (VIN), or engine serial number:  
5. Manufacture date (month):  
6. Manufacturer (make):  
7. Model:  
8. ICI imports only; codes A, C, J, Z - EPA certificate no., model year and expiration date of applicable certificate:

Names, Addresses, and Telephone Numbers of Relevant Parties

Certifications: I certify that I have read and understand the purpose of this form, the penalties for falsely declaring information or for concealing a material fact. The information I have provided is correct, and all required attachments are appended to this form. I authorize EPA Enforcement Officers to conduct inspections or testing permitted by the Clean Air Act. I am the owner, importer, or agent for the owner or importer.

9. Importer (code B: must be certificate holder or their agent for shipments of new vehicles prior to introduction into commerce; codes A, C, J, Z: must be C):  
10. Owner:  
11. Storage location:  
12. Signature:

13. Date:  
14. Name, company, and phone (type or print):

U.S. conforming and "Identical" vehicles

☐ code B - U.S. certified - unmodified vehicle bearing a U.S. EPA emission control label in engine compartment (or on motorcycle frame) in English
☐ code C - U.S. certified, catalyst restoration - U.S. certified vehicle as described above, except that the catalytic converter, oxygen sensors or fuel filter neck repeatedly removed or damaged. The importer attests that the catalyst and oxygen sensors and fuel filter neck resonator, as applicable, will be re-installed or replaced after importation. If leaded gasoline was used, the importer attests that after importation (1) the fuel tank will be drained and refilled with unleaded gasoline, (2) the catalyst and oxygen sensors, if they were left on the vehicle during use of the leaded gasoline, will be replaced, and (3) the fuel filter neck resonator will be checked and replaced as necessary. No bond or EPA approval is required.
☐ code EE - Identical in all material respects to a U.S. certified version - either 1) Canadian vehicle (proof required e.g. Canadian emission control label registration or invoice, or letter from the U.S. or Canadian manufacturer representative on letterhead verifying manufacture for sale in Canada) or EPA list of Canadian "Identical" models, or 2) vehicle from any country with letter attached to this form from the manufacturer's U.S. representative on letterhead (not a dealer or mechanic) stating that the vehicle is identical to a U.S. EPA certified version with respect to emissions. The importer attests that vehicle is being imported for purposes other than resale or lease. For import of "Identical" Canadian vehicles for resale, use code FF.
☐ code FF - Canadian "Identical" models imported for resale or lease - Canadian vehicle as described above appearing on EPA list of Canadian "Identical" models, imported for resale or lease. The importer attests that the importer will satisfy applicable labeling, warranty and CAFE requirements as specified by EPA.

EPA exempted vehicles

☐ code M - miscellaneous exemption, either 1) Canadian vehicle as described above (proof required) and the importer is either permanently emigrating to the U.S. or will reside in the U.S. for greater than one year under a work or student visa, or 2) Canadian vehicle received by U.S. resident through inheritance, or 3) EPA hardship letter based on unforeseen and extraordinary circumstances is attached to this form.
☐ code E - vehicle at least 21 years old (calendar year of manufacture subtracted from year of importation) and in original unmodified configuration is either exempted or excluded from EPA emission requirements, depending on age. Vehicles at least 21 years old with replacement engines are not eligible for this exemption unless they contain equivalent or newer EPA certified engines. Customs may require proof of vehicle age.

EPA Form 3520-1 (Rev. 1-06) Previous editions are obsolete

AAMVA
April 4, 2007

14
United States Environmental Protection Agency

Excluded vehicles
- code L - racing vehicle as determined by EPA and may not be registered or licensed for use on or operated on public roads or highways (40 CFR 85.1511(c)). EPA letter of approval must be attached to this form.
- code U - 2005 model year (or older) motorcycle, scooter or moped with engine displacement less than 50cc and with rated speed greater than 5000 rpm. This exclusion cannot be used for 2006 model year vehicles imported prior to January 1, 2008.
- code W - non-chassis-mounted engine to be used in a light-duty vehicle or light-duty truck or motorcycle which is currently covered by an EPA certificate or will be covered by an EPA certificate prior to introduction into commerce.
- code Y - unregulated fuel - a vehicle that: (1) for model years earlier than 1991 operates on fuel other than gasoline or diesel fuel, or (2) for 1991-1996 model years operates on fuel other than gasoline or diesel or methanol, or (3) for 1997 and later model years operates on fuel other than gasoline or diesel or methanol or ethanol or compressed natural gas (CNG) or liquid petroleum gas (LPG), including propane. This exemption does not apply to 2006 and later model year vehicles, except for fuel cell and pure electric vehicles.

Temporary imports
- code G - imported for repair or alteration in accordance with 40 CFR 85.1511(b)(1). May not be registered or licensed for use on, or operated on public roads or highways, or sold or leased in the U.S. Customs bond required. EPA requests that the vehicle be bonded for at least its full value. EPA letter of approval must be attached to this form.
- code I - imported for testing purposes in accordance with 40 CFR 85.1511(b)(2). May not be registered or licensed for use on or operated on public roads or highways, sold or leased in the U.S. Customs bond required. EPA requests that the vehicle be bonded for at least its full value. EPA letter of approval must be attached to this form.
- code K - imported for display (solely for public or business purposes, and not for private purposes or U.S. market sales promotions) in accordance with 40 CFR 85.1511(b)(4). May not be registered or licensed for use on or operated on public roads or highways (except operation that is integral to the purpose of the display) or sold or leased in the U.S. Customs bond required. EPA requests that the vehicle be bonded for at least its full value. EPA letter of approval must be attached to this form.
- code N - imported for up to one year by member of the armed forces or personnel of a foreign government on assignment to the U.S., for whom free entry has been authorized in writing by the U.S. Department of State, or a member of the armed forces of a foreign country with official orders for duty in the U.S.
- code O - imported by nonresident for personal use by an individual for a period up to a year. EPA letter of approval must be attached to this form.

Independent commercial importer (ICI) imports
- code A - imported by an ICI for modifications in accordance with a valid EPA certificate of conformity issued for the specific make, model, and model year in accordance with 40 CFR 85.1505.
- code C - imported by an ICI for modification and testing in accordance with 40 CFR 85.1509. Vehicle must be at least 6 years old.
- code J - imported by an ICI for the purpose of pre-certification testing in order to obtain an EPA certificate of conformity. No EPA approval is required. The ICI has 180 days to obtain a certificate or export to the U.S. Customs bond required.
- code Z - imported by an ICI for the purpose of modifying to be identical to an original equipment manufacturer (OEM)-certified version in accordance with written instructions from the OEM that are specific to the vehicle being imported.

OEM Imports
- code H - imported, owned, and controlled directly by an original equipment manufacturer (OEM) on an EPA list of OEM certificate holders provided to Customs, for research, development or testing purposes in accordance with 40 CFR 85.1706. This is a temporary exemption without time limit. If the vehicle is subsequently covered by an applicable EPA certificate of conformity, it is released from the restrictions of this exemption.
- code Q - imported, owned, and controlled directly by an original equipment manufacturer (OEM) on an EPA list of OEM certificate holders provided to Customs, for storage pending receipt of the applicable EPA certificate of conformity, which is pending and imminent. Use of this code is no longer permitted once EPA has issued the applicable certificate of conformity.

U.S. Department of Transportation Requirements

Note: Importers of vehicles that are primarily manufactured for use on public roads must also file an HS-7 Declaration form to identify the basis for the vehicle's admission under the laws administered by the U.S. Department of Transportation. For more information, see https://www.f Ts. EPA. gov/vehicle/note/import/.

Paperwork Reduction Act Notice
This information is collected to ensure that motor vehicles and engines powered by the U.S. conform to applicable emission requirements. Responses to this collection are mandatory (40 CFR 85.1501 et seq., and Clean Air Act Sections 203 and 206). Information submitted to the Agency under the claim of confidentiality will be safeguarded according to the procedures set forth in the Act, Chapter 1, Part 2, Subparts B. The public reporting and recordkeeping burden for this collection of information is estimated to average 30 minutes per response. Burden means the total time, effort, or financial resources expended by persons to generate, maintain, retain, or disclose or provide information to or for a Federal agency. This includes the time needed to review instructions, develop, acquire, install, and utilize technology and systems for the purposes of collecting, validating, and verifying information; processing and maintaining information; and disclosing and providing information; adjust the existing ways to comply with any previously applicable instructions and requirements; train personnel to be able to respond to a collection of information; search data sources; complete and review the collection of information; and transmit or otherwise disclose the information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number. Send comments on the Agency's need for this information, the accuracy of the provided burden estimate, and any suggested methods for minimizing respondent burden, including through the use of automated collection techniques to the Office of Information and Regulatory Affairs, Office of Information and Regulatory Affairs, U.S. Environmental Protection Agency (2262), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460, include the OMB control number in any correspondence. Do not send the completed form to this address.

EPA Form 3520-1 (Rev. 1/08) Previous editions are obsolete

April 4, 2007

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