



REGISTRY OF MOTOR VEHICLES

General Requirements for Transporter Inspection

Registry of Motor Vehicles · Section 5 Division
P.O. Box 55897 · Boston, MA 02205-5897 · PHONE: 857-368-8030

The Massachusetts State Police will be onsite to visit your location in 4 - 10 weeks from the date of this letter. In order to prepare for this visit, please review the following list of general requirements and ensure all are met prior to the State Police arrival.

- ❑ **Must be principally and substantially engaged in the business** of transporting or delivering motor vehicles not owned by you, and possess a valid license for business issued by the Department of Telecommunications and Energy (DTE), or licensed to engage in the business of financing the purchase of or insuring motor vehicles who is required to take into possession such motor vehicles by foreclosure or subrogation of titles.
- ❑ **Have a list of all authorized users** who will have access to the Section 5 plates and photocopies of valid driver's license for each authorized user.
- ❑ **Must have a separate and exclusive entrance to your place of business**, unless both businesses are owned by you. Section Five registrants cannot share office space.
- ❑ **Must have adequate office space** in the building structure or office trailer to conduct business.
- ❑ **Must have a permanently affixed exterior sign** posted of sufficient size and design to give the general public notice of the name and nature of the business.

Prior to the State Police Inspection, please check with your city or town for any additional requirements.