

Inspection Station Licensing and Operating Policies

New Applicants

When workstations become available an inspection station on the MA Vehicle Check inspection station waiting list may be invited to apply to the Massachusetts Vehicle Check Program. Interested stations may add themselves to the Waiting List at the following link:

<https://www.mavehiclecheck.com/stations-station-licensing>

Stations are invited in the order that they appear on the list, except in the following situations, which shall be prioritized:

- Change of ownership – A new owner requests an application due to an ownership change or change of interest in the business. The new owner must provide a letter of intent and/or purchase and sale agreement.
- No inspection station in municipality – Applications to open an inspection station in a city or town that does not have a licensed inspection station.
- New car dealer – A licensed Class 1 dealer requests an application. The new dealer must qualify per M.G.L. c.90 § 7W.
- Invitation from the RMV waiting list – At the discretion of the Registrar, RMV management authorizes exceptions for making an application.

Non-Transferable

Inspection station licenses are not transferable or subject to sale.

In the event of a change of ownership, location, or interest (including partial ownership of the business, holding stock or shares the business, or other financial obligation to or from the business), the licensee must immediately notify the RMV in writing by email to rmvinspection@dot.state.ma.us. The new owner must file an application for a new license, provide satisfactory evidence of the purchase of the previously licensed business in the form of a

bill of sale, purchase and sale agreement, or other generally recognized form of business documentation.

Applications for a new license must be received no later than 90 days from the date that the change in ownership was executed. Applications received after the 90-day period may be subject to additional requirements.

In the event of a change of ownership, location, or interest, licensees shall be prohibited from requesting any administrative action regarding the new license (such as for ownership change or relocation) for a period of one year in the business.

Sub-Leasing and Shared Spaces

Station owners shall be prohibited from sub-leasing their licensed inspection station locations. Multiple business interests in the same location of a licensed inspection station shall be prohibited.

Licensees must have complete control of the entire physical location of and exclusive access to the inspection station. Licensees that lease or own space in a facility which physically adjoins another legally separate and distinct business must maintain a separate entrance and exit. Licensees must secure the premises from access by any personnel of the adjoining business. The station must not share space and employees must not be able to pass freely from one business to another.

Licensees must maintain a dedicated internet connection for the workstation.

Inspectors – Commercial License Class B

Commercial License Class B station owners must have an inspector who has passed training and certification requirements. During all posted hours of

inspection, there must be a licensed inspector on-site who can perform all inspections authorized for the station's license class.

Inspectors – Commercial License Class C, D, and E Stations

Prior to a license being issued, Commercial License Class C, D, and E station owners must have an inspector who has passed training and certification requirements and has a valid Class A or Class B Commercial Driver's License (CDL). During all posted hours of inspection, there must be a licensed inspector onsite who can perform all inspections authorized within the station license class.

Inspection Bay and Door Requirements

All licensed facilities must meet minimum bay size and door size requirements as specified in VSCS.SOP0009 ATLAS Entry of Inspection Station Site Assessments.

Station owners must notify the RMV in writing and receive prior approval for any relocation of an inspection bay and any equipment configuration changes, such as the installation of vehicle lifts.

Licensees who relocate their business shall be prohibited from requesting any administrative action regarding that license for a period on one year (e.g. ownership change).

License Class Upgrade Requirements

To upgrade to a class B, C, D, or E inspection station license, the station must be licensed for a minimum of one year and be violation free for 12 months immediately preceding the application for an upgrade (for more information on violations, see VSCS.SOP0002 Hearings Standard Operating Procedures

Manual). Applicants must meet all other licensing and facility requirements for the class of license to which the station is upgrading.

Inactive and Lockout

Inspection station licenses that have been inactivated or locked out due to an ownership change, location change, facility alteration, or administrative action shall be granted six months to re-open and be available to perform inspections. Inactivation means that the license is in good standing, but the station is currently not testing due to pending application for change of location, bay change, or license class change.

Inspection station licenses that are inactive or locked out and do not perform inspections for a period of six months or more (without documented approval from the RMV) shall be deemed out-of-business and the station license shall be retired, meaning that the station has permanently ceased operation and the license to perform inspections cannot be reissued or activated.