



REGISTRY OF MOTOR VEHICLES

## Steps for IID Transfers between Vendors

Follow the steps below for Vendor to Vendor IID Transfers:

- Step 1**      **Obtain the IID Operator Affidavit(s)** from the RMV Website (*website link*), RMV Service Center and/or IID Vendor. IID Operator Affidavit(s) must be completed, signed and notarized before a Vendor to Vendor transfer is approved.
- Step 2**      Visit an RMV Service Center and submit the notarized affidavit(s) to an RMV Hearings Officer for Approval.
- Step 3**      Contact your existing and new IID Vendor/Service Providers to schedule the device transfer appointments.
- Step 4**      You have twenty-four hours from the time of the approval to have the device transferred or your license will be suspended.
- Step 5**      If your License is suspended you must return to an RMV Service Center and see an RMV Hearings Officer.

