

Information for Self-Authorization Form FOR VEHICLE EXHIBITIONS & NON-SELLING EVENTS WHERE SALES BY ALL PARTICIPANTS ARE PROHIBITED

This form is for NON-SELLING Shows and Mobile or Static Exhibitions of Motor Vehicles

- SELF-AUTHORIZATION IS NOT APPROVED for licensees participating in events at another dealer's licensed location with the same motor vehicle type product.
- **SELF-AUTHORIZATION IS NOT APPROVED** at businesses that have member purchasing or member buyer programs unless approved by the Motor Vehicles Division.
- **SELF-AUTHORIZATION MAY BE APPROVED** for a total of 6 consecutive months. Applicants must then re-apply.
- SELF-AUTHORIZATION IS APPROVED at financial institutions.

WHEN SELF-AUTHORIZING EVENTS AT FINANCIAL INSTITUTIONS - APPLICANTS:

- MUST HAVE vehicles marked with clearly stated signage indicating the vehicles are not for sale at the event,
- 2. **MUST NOT** display pricing information in conjunction with the vehicles (EXCEPTION: Monroney stickers must remain as required by Federal law), and
- 3. MUST NOT make Sales or Offers to Sell.

Any activity designed to promote, solicit, induce, influence or encourage a consumer to buy, whether it be advertising or other marketing activity, is considered an "Offer to Sell". An "offer to sell" can be the simple writing of a price on the back of a business card and passing the card to a consumer, a banner across the top of a dealership, or a verbal communication of a suggested price to a consumer. Any indication that vehicles may be for sale is a violation, and could subject you to the possibility of investigation and formal complaint action.

MANUFACTURERS AND DISTRIBUTORS

- Make sure your license is current
- Make sure you are licensed for the vehicle lines entered
- Ride & Drive Programs must be approved by the Department before making application for events under the Program

REPRESENTATIVES

- Make sure your license is current
- Make sure you are licensed for the manufacturer, distributor or converter being represented in this event
- Make sure the manufacturer/distributor is licensed for the vehicle lines entered

FRANCHISED DEALERS

- Make sure your license and the manufacturer/ distributor's license is current
- Make sure you and the manufacturer/distributor are licensed for the vehicle lines entered

CONVERTERS

- Make sure your license and the license of the dealer of the underlying chassis for the vehicle conversion entered is current
- Make sure your license reflects the trade name of the vehicle conversion product(s) entered in this event

SELF-AUTHORIZATION FORM FOR NON-SELLING VEHICLE EXHIBITIONS & NON-SELLING SHOWS WHERE SALES BY ALL PARTICIPANTS ARE PROHIBITED

DESIGNED FOR USE BY

Licensed Manufacturers, Distributors, Representatives, Converters & Franchised Dealers OF

New Automobiles, Trucks, Motorcycles, Motor Scooters/Mopeds, All-Terrain Vehicles, ROV's, Buses, Neighborhood Vehicles, Engines, Transmissions, Axles, Motor Homes, Towable Recreational Vehicles, and any vehicle type by TxDMV as an OTHER type of vehicle

Notice: By submitting this form you are self-authorizing your participation in the event. THERE IS NO RESPONSE FROM TxDMV FOR THE SUBMISSION OF A SELF-AUTHORIZATION FORM.

Incomplete or inaccurate information may may be used as evidence if a complaint is filed and may result in civil penalties.

■ KEEP A COPY OF THIS FORM FOR YOUR FILES ■

Business Name:								
Business DBA:								
Contact Name:			Title:					
Dealer License Number:			Manufacturer/Distributor/Converter/ Representative License #:					
Date License Expires:			License or License Amendment in Process					
			er Representative Franchised Dealer					
Physical Address	· ·							
	Street		City	1	County	State	Zip Code	
Mailing Address:			_				,	
	Street/P.O. Box		City		County	State	Zip Code	
Phone Number:	() Cel	ll Number:	(_)		_ FAX: (_)	
Email Address:			Event Date(s)					
Name of Frent			(Entry, Public Attendance and Exit Dates)					
Name of Event: Facility/ Event Center:								
Location/Physical Address of Event:								
	Street		City		County	State	Zip Code	
Event Type:	☐ Non-Selling Show							
	☐ Mfg/Dist Ride & Drive							
	Parade							
	School Fundraiser							
	Static Display							

The following VEHICLE TYPE CODES are for use when listing vehicles requested for this event on the table below:

AA - Passenger Auto Only EN - Engine MH - Motor Homes TR - Towable Recreational AT - All-Terrain Vehicles MT - Medium Truck MS - Motor Scooter/Moped Vehicles

BS - Buses LT - Light Truck NV - Neighborhood Vehicles CV - Converted Vehicles MC - Motorcycle OT - Other Vehicle Types

MANUFACTURER	LINES (Do Not List Models) - (Converters Should List Licensed Products)	TYPE CODE

THIS FORM MUST BE SIGNED BY A PRINCIPAL OR OFFICER OF THE LICENSEE NOT THE PROMOTER

As a PRINCIPAL OR OFFICER, I am the person duly authorized to sign the above application for the party named as licensee herein, and hereby confirm that all statements are true and correct. The applicant is properly licensed for the motor vehicle linemake(s) or products to be entered in the above named event. I further confirm, after careful research, that if the licensee named herein is a franchised dealer, said franchised dealership is the closest franchised dealer to the proposed event location for the line-make(s) to be displayed, OR I have determined that said franchised dealership is not the closest franchised dealer to the proposed event location for the line-make(s) to be displayed, and written approval from each like-line franchised dealer located closer to the event site is attached.

DO NOT SUBMIT THIS APPLICATION WITHOUT ACCOMPANYING CLOSER DEALER WRITTEN APPROVALS (Upon request and with approval by the Division, events in qualifying cities and public event facilities, may be designated as metropolitan events "metro events". In these events all dealers representing the same line in the county of the approved city and any contiguous counties have equal right to participate. Contact your promoter, motor vehicle association, or the Motor Vehicle Division to determine if the event qualifies for the metropolitan exception.)

I certify under penalty of perjury that statements made above and attachments hereto are true and correct. I acknowledge that this is a NON-SELLING EVENT where sales or offers for sale are prohibited and will not take place. I understand and acknowledge that if a complaint is filed with the Texas Department of Motor Vehicles alleging non-compliance with any statement herein, upon hearing and proof of the truth of such allegations, the applicant or licensee named herein is the responsible party and will be subject to a civil penalty up to \$10,000.00 per day, per violation.

Signature of Principal or Officer	Name (Printed)	Title	Date

Privacy Statement

The Texas Department of Motor Vehicles maintains information collected through this form. With few exceptions, Texas Government Code Chapter 559 entitles you to: (a) request to be informed about this information, and (b) have TxDMV correct information about you that is incorrect. Chapter 552 of the Government Code entitles you to receive and review this information. You must submit requests for information in writing. Requests may be submitted via email to OGCOpenRecords@TxDMV.gov; by fax to (512) 465-4112; or by mail or in person to: TxDMV, OGC Open Records, 4000 Jackson Ave., Austin, TX 78731. For more information, please call TxDMV at (888) 368-4689.