

IRP Updates

2009 IRP Renewal Online

Certain applicants needing to renew their IRP credentials for 2009 may do so on the Secretary of State's Web site at www.cyberdriveillinois.com (click International Registration Plan). Only those applicants renewing fewer than 100 vehicles and requiring little to no changes to their file may renew online. Once in the system, applicants must enter the PIN number printed on their renewal notice sent in the mail by the Secretary of State. This process was tested for the 2008 registration year and found to be a great convenience for the IRP renewal process.

Electronic Filing for HVUT

Companies with more than 25 vehicles must submit Form 2290 to comply with the HVUT (Heavy Vehicle Use Tax), as required by the IRS when registering vehicles weighing 55,000 pounds or more. Information regarding filing requirements and procedures must be secured from the Internal Revenue Service. Upon filing, a receipted Form 2290, Schedule 1, can be printed and used as proof when registering a vehicle. For more information, visit www.irs.gov.

SHV Applications for IRP Vehicles

Applicants may begin purchasing 2009 Special Hauling Vehicle (SHV) permits along with their IRP renewals. A column on the SHV application or the web based IRP application must be marked accordingly. SHV fees will be invoiced with the IRP renewal fees. IRP cab cards will show the SHV permit number and date of issuance. Separate applications for SHV permits are no longer required in this instance. Facilities that sell SHV permits may continue to sell SHV permits to IRP applicants, but the applicant must display both the SHV permit identification card and IRP cab card until a correction is made on the IRP registration.

Replacement Dealer Plates

An application for replacement of Dealer, Manufacturer, In-Transit or Repossessor License plates (RT DS 36.6) and instructions are available at www.cyberdriveillinois.com (click Publications, then Motorist, then Dealers & Remitters). You also may contact the Dealer Licensing Section at 217-782-7817.

Dealer Renewal Applications

To ensure the delivery of your Certificate of Authority and Dealer license plates by January 1, your application must have been received by the Secretary of State's office no later than November 15. If you have any questions regarding your renewal application, please contact the Dealer/Remitter Licensing Section at 217-782-7817.

Important Phone Numbers

Dealer/Remitter Helpline.....	866-825-7926
Dealer Licensing Section	217-782-7817
ERT Technical Support Helpline.....	800-333-6995
Title and Registration Questions.....	217-782-6877
TRP Helpline.....	217-524-4329
7-Day Drive-Away Permits	217-782-2886
Applications and Forms	217-782-7132
Illinois Department of Revenue.....	217-785-3707

Consignment Sales

Dealerships must have the following documents when selling a vehicle on consignment:

1. Letter of Consignment form;
2. Proper ownership document or a copy if the original document is in the possession of the lienholder; and,
3. When applicable, a Power of Attorney authorizing the dealership to assign the ownership document.

In accordance with 625 ILCS 5/5-401, all consignment sales must be reflected in the records required to be kept by dealerships.

TRP Security Certificate Error

Microsoft's latest operating system, Vista, and Internet browser, Internet Explorer 7, are experiencing difficulty in verifying the Security Certificate for the TRP System. Please follow these steps to resolve the problem:

1. Open Internet Explorer and go to Tools, click Internet Options and open the Advanced Tab.
2. In the Settings window scroll down to Security and uncheck Check for server certification revocation*.
3. Click Apply then OK.
4. Close Internet Explorer, reopen Internet Explorer, then open the TRP Web site at <https://sostrpwb1.ilsos.net>.

This procedure will allow the TRP System to open with the new certificate. If a problem still exists, contact the TRP Section at 217-524-4329.

Permits for Off Site Sales and Exhibitions

625 ILCS 5/5-102.1. Permits for off site sales and exhibitions

§ 5-102.1. Permits for off site sales and exhibitions.

(a) A licensed new or used motor vehicle dealer licensed under Section 5-101 or 5-102 shall not engage in any off site sale without an off site sale permit issued by the Secretary under this Section. The Secretary shall issue an off site sale permit to a dealer if:

- (1) an application therefor is received by the Secretary prior to the beginning date of the proposed off site sale, accompanied by a fee of \$25;
- (2) the applicant is a licensed new vehicle dealer or used vehicle dealer in good standing; and
- (3) the Secretary determines that the proposed off site sale will conform with the requirements imposed by law.

However, in no event shall an off site sale permit be issued to any licensed new or used vehicle dealer for any off site sale to be conducted outside that dealer's relevant market area, as that term is defined in this Chapter, except that this restriction shall not apply to off site sales of motor homes or recreational vehicles.

The provisions of this subsection shall not apply to self-contained motor homes, mini motor homes, van campers, and recreational trailers, including trailers designed and used to transport vessels or watercraft.

An off site sale permit does not authorize the sale of vehicles on a Sunday.

(b) Only a new or used vehicle dealer licensed under Section 5-101 or 5-102 may participate in a display exhibition and shall obtain a display exhibition permit issued by the Secretary under this Section. The Secretary shall issue a display exhibition permit to a dealer if:

- (1) an application therefor is received by the Secretary prior to the beginning date of the proposed exhibition, accompanied by a fee of \$10;
- (2) the applicant is a licensed new vehicle dealer or used vehicle dealer in good standing; and
- (3) the Secretary determines that the proposed exhibition will conform with the requirements imposed by law.

A display exhibition permit shall be valid for a period of no longer than 30 days.

(c) A licensed new or used motor vehicle dealer under Section 5-101 or 5-102, or any other person as defined in this Section, may participate in a trade show exhibition and must obtain a trade show exhibition permit issued by the Secretary under this Section.

The Secretary shall issue a trade show exhibition permit if:

- (1) an application is received by the Secretary before the beginning date of the proposed trade show exhibition, accompanied by a fee of \$10;
- (2) the applicant is a licensed new vehicle dealer or used vehicle dealer in good standing; and
- (3) the Secretary determines that the proposed trade show exhibition shall conform with the requirements imposed by law.

A trade show exhibition permit shall be valid for a period of no longer than 30 days.

Applications for off site sales and exhibition permits are available by contacting the Dealer Licensing Section at 217-782-7817.