



ZONING STAMP

DATE: _____

DEVELOPMENT SERVICES DEPARTMENT
MOTOR VEHICLE DEALER'S LICENSE APPLICATION

Name of Owner(s) or Corporation _____
 Nombre del dueño or corporacion _____

Name of Business: (Assumed Name – Copy Required) _____
 Nombre del negocio: (Nombre asumido - copia requerida) _____

Business Address: _____ Zip Code: _____ Phone #: _____
 Domicilio del negocio Código Postal Teléfono

State Dealer's License Number (P number) _____ (copy required)
 Número de la licencia del distribuidor del estado (número de P) (copia requerida)

Owner(s) or Principal Officers: (Dueños u oficiales principales)

Name: _____ Home Address: _____
 Nombre Domicilio de casa

City: _____ State: _____ Zip Code: _____ Phone #: _____
 Ciudad Estado Código Postal Teléfono

Name and address of Local Agent if owner(s) or principal officer is not a resident of El Paso County:
 Nombre y dirección del agente local si el dueño o el oficial principal no es un residente del condado de El Paso:

Name: _____ Phone #: _____
 Nombre Telefono

Home Address: _____ City: _____ State: _____ Zip Code: _____
 Domicilio de casa Ciudad Estado Código Postal

Previous Business Address: _____ City: _____ State: _____ Zip Code: _____
 Domicilio anterior del negocio Ciudad Estado Código Postal

Applicant's Name: _____
 Nombre del aplicante (Please Print) (Letra De Molde)

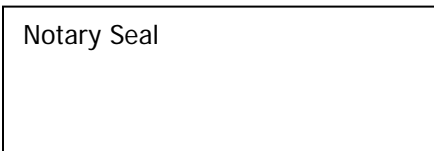
Title: _____
 Titulo

*****NOTARY*****

I certify that the information on this form is true and correct. (Certifico que la información sobre esta forma es verdad y correcta).

Applicant's Signature: _____
 Firma del aplicante

Subscribed and sworn to before me this _____ day of _____, 20_____.



Development Services Department
 Business Center – 5th Floor
 2 Civic Center Plaza
 El Paso, Texas 79901-1196
 (915) 541-4558 Fax (915) 541-4815

 Notary Public in and for the State of Texas
 El Paso County



MOTOR VEHICLE DEALERS' LICENSE

NEW

Applicant must register their business name with the County Clerk at the County Courthouse located at 500 E. San Antonio, El Paso, Texas 79901 (915) 546-2071.

<http://www.epcounty.com/records.htm>

Applicant must register their business with the Texas Motor Vehicle Division for a (P-number), located at 1227 N. Lee Trevino Dr., El Paso, Texas 79936 (915) 591-8149.

<http://www.dot.state.tx.us/default.htm>

Applicant will bring a copy of the Assume Name Certificate and a copy of the Motor Vehicle (P-number) Permit to the Development Services Department, located at City Hall 5th floor, 2 Civic Center Plaza, El Paso, Texas 79901.

Applicant submits a Motor Vehicle Dealers application at Development Services Department / Business Center, located at City Hall 5th floor, 2 Civic Center Plaza, El Paso, Texas 79901 (915) 541-4558. <http://www.elpasotexas.gov>

Applicant must provide proper identification to have application notarized.

Business Center clerk reviews and enters information from the application and creates the business license.

Business Center clerk receives payment, issues receipt and process license.

Motor Dealers Vehicle License fees are prorated throughout the year for **New Businesses or New Owners**.

RENEWAL

Business Center mail out renewal notices one month before license expires.

Late renewals will incur a penalty fee.

Applicant submits required payment in person or via mail.

Business Center clerk issues license and customer is issued and/or mailed license and receipt.

License expires on March 31st

Mayor
John F. Cook

City Council

District 1
Ann Morgan Lilly

District 2
Susannah M. Byrd

District 3
Emma Acosta

District 4
Melina Castro

District 5
Rachel Quintana

District 6
Eddie Holguin Jr.

District 7
Steve Ortega

District 8
Beto O'Rourke

City Manager
Joyce A. Wilson

Development Services Department

Victor Q. Torres - Director

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