



Visit https://mydmv.mo.gov/ to renew or apply online.

Any false statement in this application is a violation of the law and may be punished by fine or imprisonment or both.

Business Information section containing fields for Business Name, DBA Name, Person to Contact, Street Address, City, State, Zip Code, Missouri Secretary of State Registration Number, Telephone Number, and County.

Fees section containing fields for Licensure Fees, Total, Missouri Retail Sales Tax Number, and Exempt status (Yes/No).

Type section containing checkboxes for Used Parts Dealer, Body Shop or Rebuilder, Scrap Processor, and Salvage Dealer or Dismantler.

Current and Past Salvage History section containing questions about other locations, previous registrations, and denial/suspension of licenses.

Ownership Information section containing checkboxes for business types, owner list with personal details, and felony conviction questions.

A signature of an owner, partner, or corporate officer required.	
Under penalties of perjury, I declare that the above information and any attached supplement is true, complete, and correct. I do solemnly affirm that I maintain a bona fide established place of business as defined by <a href="#">Section 301.221, RSMo</a> , at the address shown above to conduct the business indicated. I further resolve that the statements contained herein and on any attachments hereto are true and that I have authority to sign this application. Any false or erroneous information provided will cause denial, suspension, or revocation of any salvage license that was fraudulently obtained or erroneously issued.	
Signature	Title
Printed Name	Date (MM/DD/YYYY) ____/____/____

See instructions for who must complete this section.			
I certify that I have physically inspected the above location and that the applicant's business qualifies as a bona fide used parts dealer, salvage dealer and dismantler, body shop or rebuilder, or scrap processor as defined in <a href="#">Sections 301.010</a> and <a href="#">301.218 RSMo</a> .			
Date Approved (MM/DD/YYYY) ____/____/____	Name and Rank	Department, Troop, and District	Badge Number
Date Disapproved (MM/DD/YYYY) ____/____/____	Name and Rank	Department, Troop, and District	Badge Number
Reason for Disapproval			

Complete each area on the application and submit with the appropriate fees to the address listed below. All illegible, incorrect, or incomplete applications will be rejected. For more information visit our website at: [http://dor.mo.gov/forms/Missouri Titling Manual.pdf](http://dor.mo.gov/forms/Missouri_Titling_Manual.pdf)

#### Business Information

- The complete salvage business name and address must be shown. A post office box number without a street address will not be accepted as an actual business address.
- Complete the business name and mail to address if necessary. You must include a letter from the local postal authorities stating they cannot or will not deliver mail to the actual business location.

#### Fees

- Submit required fees as outlined in the Missouri Titling Manual.

#### License Type

- Indicate the type of license needed, see Missouri Titling Manual for definitions of license types.

#### Current and Past Salvage History

- Complete all areas of the current and past salvage history section.

#### Ownership Information

- Indicate the type of ownership of the business.
- List each owner, partner, and corporate or company officer of the business.
- You must list the Social Security Number, date of birth, and address of all owners. Telephone number is optional.
- Every owner, partner, or principal officer must obtain a "name based" criminal record from the Missouri State Highway Patrol. Visit <https://www.machs.mshp.dps.mo.gov> to obtain name based criminal records online. An owner, partner, or principal officer residing in another state must obtain a criminal record from the state of his or her residence. All required criminal records must be submitted with your dealer license application.

#### Signature

- The application must be signed by a business owner, partner, or principal officer.

#### Inspection and Certification

- An authorized law enforcement officer or designee must complete this section. Dealers selling only emergency vehicles are exempt from this requirement. If the business is located in a first class county (Boone, Buchanan, Camden, Cape Girardeau, Cass, Christian, Clay, Cole, Franklin, Greene, Jackson, Jasper, Jefferson, Platte, St. Charles, St. Francois, St. Louis, St. Louis City, and Taney), an authorized city policeman who is employed in the same city the business is located may complete the inspection. Certifications may not be completed by a sheriff or marshal. (Reference [Sections 301.550 through 301.573 RSMo](#)).

#### Required documents to include with application

- Criminal records for each owner, partner, or principal officer
- Current photograph of the bona fide place of business; include the building, lot, and sign. If it is a temporary sign, include a photograph of the temporary sign and the work order for the permanent sign.
- If applying as a used parts dealer, a copy of the applicant's Missouri Retail Sales Tax License must be submitted. If applying as a salvage dealer and dismantler, either a copy of the applicant's Missouri Retail Sales Tax License, or a statement signed by the owner, confirming the business sells parts on a wholesale basis only must be submitted.
- One check or money order made payable to the Missouri Department of Revenue if applied by mail.

**Mail to:** Motor Vehicle Bureau  
Dealer Licensing Section  
PO Box 43  
301 West High Street, Room 370  
Jefferson City, MO 65105-0043

**Phone:** (573) 526-3669 Opt. 7  
**Fax:** (573) 522-4197  
**TTY:** (800) 735-2966  
**E-mail:** [dealerlic@dor.mo.gov](mailto:dealerlic@dor.mo.gov)

Visit <http://dor.mo.gov>  
for additional information.

Form 1879 (Revised 03-2018)

