

Dealer Newsletter

July 2025



DEALER RENEWALS

Happy July 1st! You may go ahead and start your renewal process. Please be sure to include all up-to-date information.

TEMPORARY REGISTRATION PERMITS

Effective July 15, 2025, temporary registration permits will have a seven (7) digit format, instead of the six (6) digit format. You will see the seven digit change when printing the temporary permit beginning July 15th through the Temporary Registration Permit System (TRPA). There are no other changes being made to the format or features of the temporary registration permits. See example below.



CONTACT US

Missouri Department of Revenue
Dealer Services Group
(573)526-3669 - Option 7
Monday - Friday,
8:00 a.m. to 4:30 p.m.

PHONE LINE UPDATE

An update was recently made to the Dealer Services phone line. The change will expedite your service and minimize wait times. Dealers will now be immediately prompted to "dial 7", rather than previously waiting for several prompts. Dialing '7' will connect you with a live agent ready to assist you with your dealer service needs.



REMINDERS

- * Don't forget to display dealership dealer plates whenever a dealership owned vehicle is being driven on the roadway.
- * Monthly sales reports are due on or before the 15th of the following month.
- * Maintaining a valid bond is required. Monthly checks are completed by the Department to ensure compliance.
- * Planning on moving your dealership? Please ensure that all steps that are required to move a dealership's location are met, prior to conducting business at the new location.
- * Refer to the [Missouri Dealer and Business Operating Manual](#) for any questions you may have.
- * Video trainings are available [here](#) that address multiple functions required by dealers.

DEALER ADMINISTRATIVE FEE

If your dealership collects an administrative fee, please ensure that the amount has been reported to DOR and that the dealership ACH information is accurate. Monthly checks are completed to verify the appropriate amounts have been remitted to the DOR.

TROUBLE UPLOADING DOCUMENTS TO DEPARTMENT OF REVENUE (DOR)?

Dealer Services Group (DSG) receives a lot of calls regarding trouble uploading necessary information to DOR. We suggest dealerships utilize Microsoft Edge internet browser and avoid using Google Chrome, Safari, and Firefox. This usually resolves the issue.

THE FUTURE

As DOR aims to provide the best service possible, and to improve efficiency, DSG will be phasing into using electronic communication, when possible. The Department is asking for dealerships to log into their [MyDMV](#) portal and confirm that the dealership email address is accurate, as well as other information required to maintain a license and ensure you do not miss important information.