

RMV Policy with Respect to Dealer License

Requirements for dealer's licence issued under Section 53(1) of the Motor Vehicle Act shall be:

1. Premises

The established place of business of a new car dealer or used care dealer shall be located in a permanent enclosed building(s) which:

- 1.1 Is in good repair;
- 1.2 Is free of obstructions or material not related to display, repair or sale of vehicles and other related items;
- 1.3 Has a source of heat;
- 1.4 Is owned or leased by the dealer for the purpose of displaying, repairing, buying and selling vehicles and other related vehicle items;
- 1.5 Contains a solid wall separating the established place of business from any other related or unrelated business in the building; and
- 1.6 Has an entrance used exclusively to gain access to the established place of business.

2. Display of Vehicles and Required Space

2.1 Display area

- 2.1.1 The display area must be located at the established place of business;
- 2.1.2 The display area for a new car dealer license and sub-dealer license shall contain not less than 150 square meters (1600 square feet) of outside parking used exclusively for the sale of vehicles offered for sale;
- 2.1.3 The display are for a used car dealer license shall contain not less than 75 square meters (800 square fee) of outside parking used exclusively for the sale of vehicles offered for sale:
- 2.1.4 The display area for a motorcycle dealer shall contain not less than 13 square meters (144 square feet) of outside parking used exclusively for the sale of motorcycles offered for sale;

2.1.5 Ground space occupied by gas pumps or junked vehicles and the normal approach . to the repair areas and customer parking shall not be included when determining the outside display area;

2.1.6 The display area shall be kept free from debris, hazards and unrelated materials.

2.2 **Service and repair area**

2.2.1 The service and repair area are for a new car dealer, used car dealer and a subdealer shall contain not less than 45 square meters of inside unobstructed space used exclusively for the display and repair of vehicles offered for sale;

2.2.2 The service and repair area for a motorcycle dealer shall contain not less than 13 square meters of inside unobstructed space used exclusively for the display and repair of motorcycles offered for sale;

2.2.3 The service and repair area for a trailer dealer shall contain enough inside unobstructed space used exclusively for the display and repair of at least one of the type and size of trailer being offered for sale.

2.3 **Other areas**

2.3.1 Any outside surface of the display area shall be graded and shall be kept plowed in winter to allow in all weather and all season display of vehicles offered for sale;

2.3.2 Supplemental locations are permitted within the same county as the established place of business but they must be reported to the Registry of Motor Vehicles for the appropriate license to be issued and cannot be used in part of whole to obtain the required outside display areas at the established place of business.

3. **Hours of Business**

3.1 Open during a minimum of 30 hours per week consisting of at least five(5), six(6) hour days. Seasonal dealers are exempted (i.e. boat trailers, motorcycle, recreational vehicle dealers).

3.2 The hours of business shall be posted and clearly visible on the exterior or through a window of the building identified as the established place of business; and the hours of business shall be between 6:00 am and 9:00 pm.

4. **Tools and Equipment**

The established place of business must be equipped with the following tools and equipment at all times;

- 4.1 Air compressor - must be a minimum of one horse power with a storage tank suitable to operate air tools, such as tire changers and impact guns;
- 4.2 Floor Jack - must be a minimum of one and one half (½) tons and be capable of lifting the type of vehicle being offered for sale;
- 4.3 Axle Stands - must have a minimum of two (2) capable of supporting the type of vehicle being offered for sales;
- 4.4 Bench Vice - must be a minimum of six (6) inches;
- 4.5 Welding Equipment - must be capable of performing all general welding repairs;
- 4.6 Other Tools and Equipment - such as greasing equipment battery charger and other tools that are adequate to make mechanical and electrical repairs to vehicles that are being offered for sale;

NOTE: Motorcycle dealers are not required to be equipped with a floor jack, axle stands or welding equipment.

5. **Manpower**

For the purposes of this policy,

"Qualified mechanic" means a person who is certified under the Apprenticeship and Trades Qualifications Act and Regulations to do work classified as motor vehicle repair work (mechanical).

- 5.1 Every new car dealer shall provide and maintain at least two (2) qualified mechanics during normal business hours at the dealers established place of business to service and repair vehicles sold by the dealer.
- 5.2 Every used car dealer shall make available one qualified mechanic during normal business hours at the dealers established place of business to service and repair vehicles sold by the dealer.
- 5.3 Every sub-dealer shall provide and maintain one qualified mechanic during normal business hours at the dealers established place of business to service and repair vehicles sold by the dealer.

5.4 Every motorcycle dealer shall provide and maintain one qualified mechanic during normal business hours at the dealers established place of business to service and repair motorcycles sold by the dealer.

NOTE: All mechanics must complete a report stating their qualifications and present a copy of the Certificate.