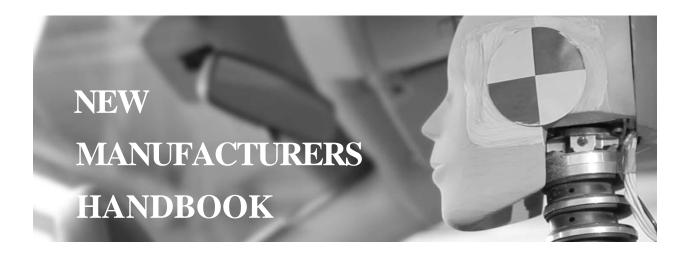
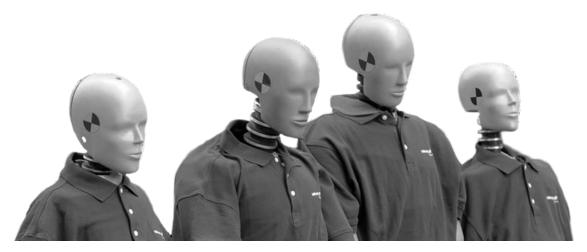
# National Highway Traffic Safety Administration

Safer cars. Safer Drivers. Safer roads.



# Requirements for Manufacturers of Motor Vehicles and Motor Vehicle Equipment



**REVISION DATE: 10/24/2025** 

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# Requirements for Manufacturers of Motor Vehicles and Motor Vehicle Equipment Items

Disclaimer – This document is a simplified description of the requirements for manufacturers of motor vehicles and motor vehicle equipment and does not supersede any requirements contained in the statutes and regulations administered by The National Highway Traffic Safety Administration. Please refer to the statutes and regulations cited herein for a more detailed description of such requirements.

# Chapter 1. Background

#### Federal Statutes and Regulations

The National Highway Traffic Safety Administration (NHTSA) is the U.S. government agency responsible for implementing and enforcing the National Traffic and Motor Vehicle Safety Act of 1966, as amended, 49 U.S.C. Chapter 301 (the Vehicle Safety Act), and certain other laws relating to motor vehicle safety. Under that authority, NHTSA issues and enforces Federal motor vehicle safety standards (FMVSS) that apply to motor vehicles and to certain items of motor vehicle equipment. Implementing regulations are found in Title 49 of the Code of Federal Regulations (CFR), Parts 500-599. Most CFR citations in this document are to specific sections of the regulations. For example, FMVSS No. 101 Controls and Displays can be found at 49 CFR 571.101.

# How and Why Were the Federal Motor Vehicle Safety Standards Developed?

The Vehicle Safety Act was enacted to reduce traffic crashes and deaths and injuries resulting from traffic crashes. Under that authority, NHTSA issues and enforces FMVSS that apply to motor vehicles and certain items of motor vehicle equipment. The Vehicle Safety Act requires that each FMVSS be practicable, meet the need for motor vehicle safety, and be stated in objective terms.<sup>2</sup> On February 3, 1967, NHTSA published a final rule establishing the first FMVSS.<sup>3</sup>

# Motor Vehicle and Motor Vehicle Equipment Certification

The Vehicle Safety Act requires that motor vehicles and regulated items of motor vehicle equipment manufactured for sale in the United States be certified to comply with all applicable FMVSS. Type approval is not required for motor vehicles and motor vehicle equipment sold in the United States. NHTSA does not issue type approval certifications and does not certify any motor vehicles or motor vehicle equipment as complying with applicable FMVSS. Instead, in accordance with 49 U.S.C. 30115, a "self-certification" process is in place, which requires the manufacturer to certify the vehicle or equipment item as complying with the applicable FMVSS. The Vehicle Safety Act requires the exercise of "reasonable care" in issuing a certification of compliance with safety standards. 5

<sup>&</sup>lt;sup>1</sup>The CFR may be browsed or searched at the link <a href="http://www.ecfr.gov/cgi-bin/text-idx?SID=48fa9e537b7babef583a42e23e4555c5&mc=true&tpl=/ecfrbrowse/Title49/4%209tab\_02.tpl">http://www.ecfr.gov/cgi-bin/text-idx?SID=48fa9e537b7babef583a42e23e4555c5&mc=true&tpl=/ecfrbrowse/Title49/4%209tab\_02.tpl</a>

<sup>&</sup>lt;sup>2</sup> See 49 U.S.C. 30111

<sup>&</sup>lt;sup>3</sup> See 32 FR 2408

<sup>&</sup>lt;sup>4</sup> See 49 U.S.C. 30115

<sup>&</sup>lt;sup>5</sup> Ibid.

# Penalties for Violations of the Vehicle Safety Act and Implementing Regulations

Manufacturers may be subject to substantial civil penalties for failure to meet the requirements of the statutes and regulations that NHTSA administers.<sup>6</sup> As of the date of this handbook, those penalties can be as high as \$27,168 for each violation with a maximum civil penalty of \$135,828 for a related series of violations.<sup>7</sup> For example, the failure of a manufacturer to furnish notification of noncompliance or defect to owners or to NHTSA may subject the fabricating manufacturer to substantial civil penalties. When penalty amounts are amended, they are published in the Federal Register.

# Chapter 2. What does NHTSA Regulate?

#### **Motor Vehicles**

Motor vehicles are defined by statute as vehicles that are driven or drawn by mechanical power and manufactured primarily for use on public streets, roads, or highways.<sup>8</sup> In regulating the manufacture of motor vehicles, NHTSA has established the type classifications identified and defined in Table 1.<sup>9</sup>

Table 1 – Motor Vehicle Type Classifications

Classification	Definition
Passenger car	A motor vehicle with motive power, except a low-speed vehicle, multipurpose passengervehicle, motorcycle, or trailer, designed for carrying 10 persons or less.
Multipurpose passenger vehicle	A motor vehicle with motive power, except a low-speed vehicle or trailer, designed to carry 10 persons or less which is constructed either on a truck chassis or with special features foroccasional offroad operation.
Truck	A motor vehicle with motive power, except a trailer, designed primarily for the transportation of property or special purpose equipment.
Bus	A motor vehicle with motive power, except a trailer, designed for carrying more than 10 persons.
Motorcycle	A motor vehicle with motive power having a seat or saddle for the use of the rider and designed to travel on not more than three wheels in contact with the ground.
Trailer	A motor vehicle with or without motive power, designed for carrying persons or property and for being drawn by another motor vehicle.
Low-speed vehicle	A motor vehicle, that is 4-wheeled, whose speed attainable in 1 mile (1.6 km) is more than 20 miles per hour (32 kilometers per hour) and not more than 25 miles per hour (40 kilometers per hour) on a paved level surface, and whose GVWR is less than 3,000 pounds (1,361kilograms).
Pole Trailer	A motor vehicle without motive power designed to be drawn by another motor vehicle and attached to the towing vehicle by means of a reach or pole, or by being boomed orotherwise secured to the towing vehicle, for transporting long or irregularly shaped loads such as poles, pipes, or structural members capable generally of sustaining themselves.
Replica vehicle	A motor vehicle produced by a replica manufacturer that resembles a vehicle sold to consumers not less than 25 years before the replica. Replica manufacturers must be approved by NHTSA and are permitted to manufacture vehicles that are exempt from applicable vehicle safety standards.
Incomplete vehicle	An assemblage consisting, at a minimum, of chassis (including the frame) structure, power train, steering system, suspension system, and braking system, in the state that those systems are to be part of the completed vehicle but requires further manufacturing operations to become a completed vehicle.

<sup>&</sup>lt;sup>6</sup> See 49 U.S.C. 30165

<sup>&</sup>lt;sup>7</sup> See 49 CFR Part 578

<sup>&</sup>lt;sup>8</sup> See 49 U.S.C. 30102

<sup>&</sup>lt;sup>9</sup> See 49 CFR § 571.3 Definitions, 49 CFR § 565.12 and 49 CFR § 586.4

All motor vehicles must be classified in the manner set forth in Table 1. For example, school buses are classified as buses, motor driven cycles are classified as motorcycles, and motor homes are classified as multipurposepassenger vehicles. Vehicles such as race cars, dirt bikes, or all-terrain vehicles that are not primarily manufactured for on-road use do not qualify as motor vehicles and are therefore not regulated by NHTSA. Instead, such vehicles may be regulated by the Consumer Product Safety Commission (CPSC).<sup>10</sup>

# **Motor Vehicle Equipment**

The Vehicle Safety Act defines motor vehicle equipment as:

- Any system, part, or component of a motor vehicle as originally manufactured.
- Any similar part or component manufactured or sold for replacement or improvement of a system, part, or component, or as an accessory or addition to a motor vehicle; or
- Any device or an article of apparel including a motorcycle helmet and excluding medicine or eyeglasses
  prescribed by a licensed practitioner, that is not a system, part, or component of a motor vehicle and is
  manufactured, sold, delivered, or offered to be sold for use on public streets, roads, and highways with the
  apparent purpose of safeguarding users of motor vehicles against risk of accident, injury, or death.<sup>11</sup>

The Vehicle Safety Act requires that regulated items of motor vehicle equipment manufactured for sale in the United States be certified to comply with all applicable FMVSS. <sup>12</sup> Motor vehicle equipment items that are not subject to the FMVSS do not require certification; however, such items may be found (by either NHTSA or the manufacturer) to have a safety-related defect, and if so, the manufacturer will have an obligation to furnish owners of the equipment with notification of, and a remedy for, the defect, usually at no charge to the consumer. Motor vehicle equipment items that are subject to the FMVSS are identified in Table 2.

Table 2 – Motor Vehicle Equipment Items Subject to the FMVSS

<b>Motor Vehicle Equipment Description</b>	See FMVSS Number(s)
Tires	109/110/117/119/120/129/139
Rims	110/120
Brake Hoses	106
Brake Fluid	116
Seat Belt Assemblies	209
Lamps, Reflective Devices, and Associated Equipment	108
Glazing (Automotive Glass and Plastics)	205
Motorcycle Helmets	218
Child Restraint Systems (Child Safety Seats)	213, 213a, 213b
Platform Lift Systems for The Mobility Impaired	404
Rear Impact Guards for Trailers	223
Triangular Reflective Warning Devices	125
Compressed Natural Gas Containers	304

<sup>&</sup>lt;sup>10</sup> See <u>www.cpsc.gov</u>

<sup>&</sup>lt;sup>11</sup> See 49 U.S.C. 30102(a)(8)

<sup>&</sup>lt;sup>12</sup> See 49 U.S.C. 30115

# Chapter 3. Procedural Requirements for Fabricating Manufacturers

#### Introduction

Before offering a motor vehicle or motor vehicle equipment item for sale in the United States, the fabricating manufacturer must: 1) designate a permanent resident of the United States as its agent for service of process if the fabricating manufacturer is not located in the United States (49 CFR Part 551, Subpart D Service of Processon Foreign Manufacturers and Importers) and 2) submit to NHTSA identifying information on itself and on the products it manufactures to the FMVSS, not later than 30 days after the manufacturing process begins (49 CFR Part 566 Manufacturer Identification). <sup>13</sup> Forms Part 565 & Part 566, as well as Equipment and Tire forms must be submitted to the NHTSA Manufacturer Portal. Information about the Portal can be found in Appendix 7.

# Part 551 - Designate a Permanent Resident of the United States as its Agent for Service of Process

All foreign manufacturers, assemblers, and importers of motor vehicles or motor vehicle equipment (hereinafter, "foreign manufacturers") must comply with 49 CFR Part 551, Subpart D (*Service of Process on Foreign Manufacturers and Importers*) before offering a motor vehicle or item of motor vehicle equipment for importation into the United States. The purpose of this regulation is to ensure that NHTSA can serve the foreign manufacturer's administrative or judicial notice or process. A detailed explanation of this regulation may be found in 49 CFRPart 551, Subpart D.

Foreign manufacturers may submit designation information online at: <a href="http://vpic.nhtsa.dot.gov/MfrPortal/">http://vpic.nhtsa.dot.gov/MfrPortal/</a>. After a manufacturer submits designation information online, NHTSA's database will email a confirmation of the receipt of the online submission.

Alternatively, foreign manufacturers may mail (preferably via express mail services) a hard copy of signed agent designation forms to:

US Department of Transportation NHTSA Correspondence Unit 1200 New Jersey Avenue, SE, Room W41-306 Washington, DC 20590

Please note that there is a significant delay in processing submissions mailed to DOT headquarters.

Please do not send duplicate copies of the designation by submitting an online form and mailing a hard copy, as this will delay the processing of your submission.

After the NHTSA Part 551 Office receives either an online form or a hard copy of the agent designation, it will conduct a preliminary review of the submission. The Part 551 Office will then reach out to the manufacturer and/or agent for the next steps. Currently, the Part 551 Office primarily communicates via email. Therefore, please ensure that valid email addresses for both the manufacturer and the agent are included in the submission to facilitate processing.

See Appendix 1 for instructions on how to submit 49 CFR Part 551 Agent Designation forms.

# Part 566 - Manufacturer Identification

Manufacturers of motor vehicles and of motor vehicle equipment to which a FMVSS applies (except tires), must submit to NHTSA identifying information and a description of the items they produce not later than 30 days after manufacturing begins. 

Not later than 30 days after any relevant business information changes, manufacturers must notify NHTSA to ensure that their records remain current, accurate, and complete. 

15

<sup>&</sup>lt;sup>13</sup> NHTSA maintains on its website a list of manufacturers that have made Part 566 submissions. Seehttp://vpic.nhtsa.dot.gov/mid/

<sup>14</sup> See 49 CFR Part 566

<sup>&</sup>lt;sup>15</sup> NHTSA obtains tire manufacturer identification information when the agency assigns a plant code to the tire manufacturer. See 49 CFR Part 574.5

An individual business such as a corporation or limited liability company may want to operate multiple businesses without creating a new legal entity for each business. In the United States, these names are generally registered with the Office of the Secretary of State for the State in which the company is domiciled.

Business laws may be different from State to State and even more diverse from country to country; however, it is important for manufacturers to furnish NHTSA with all versions of its company's legal business name, including trade names, assumed names, fictitious business names, and brand or label names that are associated with the business. Unregistered manufacturers' names on vehicle certification labels, importation documents, or vehicle ownership documents may cause confusion or delays when processing vehicles at the ports or during titling and registration of the vehicles for on-road use. Several examples of business names are shown in Table 3.

Table 3 – Examples of Assumed / Fictitious Business Names

Acme Company, Inc.	Trading As or T/A	Smith Productions
Jones Manufacturing	Doing business as or DBA or d/b/a	Acme Company, Inc.
Smith and Sons	A Division of	Acme Company, Inc.
Jones Manufacturing	A Subsidiary of	Acme Company, Inc.
Brown Quality Motors, Ltd.	Operating as or o/a	BQM Associates
China ABC Group Co. Ltd.	Doing business as or DBA or d/b/a	Qinghai Wu Industries

See Appendix 6 on how to search NHTSA's Manufacturers' Information database and Appendix 7 on how to submit 566 submittals to the Manufacturer Portal at: <a href="http://vpic.nhtsa.dot.gov/MfrPortal/">http://vpic.nhtsa.dot.gov/MfrPortal/</a>. Part 566 information submitted by manufacturers is searchable on the Manufacturer's Information Databaseweb site is: <a href="http://vpic.nhtsa.dot.gov/mid/">http://vpic.nhtsa.dot.gov/mid/</a>.

# Chapter 4. Vehicle Identification Numbers

# Vehicle Identification Number or VIN

Under NHTSA regulations a vehicle identification number or VIN is "a series of Arabic numbersand Roman letters that is assigned to a motor vehicle for identification purposes." NHTSA's regulations (49 CFR Part 565) require motor vehicle manufacturers to assign a 17-character VIN uniquely identifying the vehicle to each motor vehicle manufactured for sale in the United States. The VIN must be correctly formatted and include a check digit in Position 9 that is mathematically correct under a formula that is included in the regulation. VINS are required to have 17 characters and cannot include the letters I, O, or Q. Beginning with the 1980 model year, the VINs of any two vehicles manufactured within a 60-year period must not be identical. All spaces provided for in the VIN must be occupied by a character specified in Part 565 and the type face used for each VIN must be in capitals and use sans serif characters <u>not</u> having fine lines or "serifs" finishing off the main strokes of the letters. The VIN of each vehicle must appear clearly and indelibly upon either a part of the vehicle, other than the glazing, that is not designed to be removed except for repair or upon a separate plate or label that is permanently affixed to such a part. 17

#### VIN Location on Vehicles

VINs for passenger cars, multipurpose passenger vehicles, low-speed vehicles, and trucks of 10,000 lbs. or less gross vehicle weight rating (GVWR) must be located inside the passenger compartment and readable, withoutmoving any part of the vehicle, through the vehicle glazing (windshield) from outside the vehicle adjacent to the left windshield pillar. <sup>18</sup> This is commonly called the "public VIN." NHTSA regulations require a motorcycle's VIN must appear on the certification label that a manufacturer affixes to the frame as close as practicable to the intersection of the steering post with the handlebars such that it can be easily readable without moving any part except the steering mechanism.<sup>19</sup>

<sup>&</sup>lt;sup>16</sup> See 49 CFR 565.12(r)

<sup>&</sup>lt;sup>17</sup> See 49 CFR565.13(e)

<sup>18</sup> See 49 CFR 565.13(f)

<sup>&</sup>lt;sup>19</sup> See 49 CFR 567.4(e)

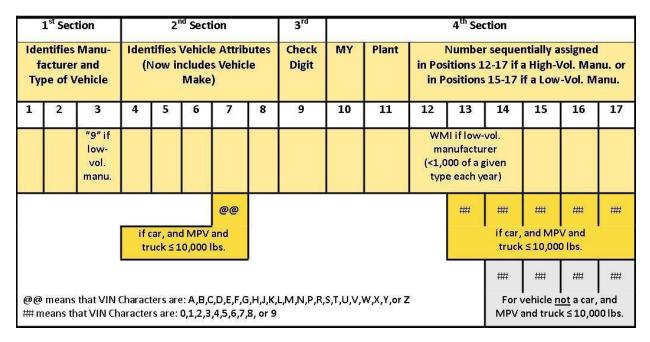
The VIN for a trailer must appear on the label certifying the vehicle's compliance with all applicable FMVSS that the manufacturer must affix to a location on the forward half of the trailer's left side, such that it is easily readable from outside the trailer without moving any part of the vehicle.<sup>20</sup>

#### VIN Content

On March 9, 2022, NHTSA amended VIN regulations to include replica vehicles in the VIN sequence.<sup>21</sup> This amendment followed April 30, 2008 changes needed make certain that the VIN system function for the next 30 years. All motor vehicles that are manufactured on or after April 30, 2009, are subject to the amended regulation.

Chart 1 identifies how a VIN is formatted, the general contents of a VIN, and specifications for the characters to be used in certain positions of the VIN.

Chart 1 – General VIN Format



The VIN is comprised of four sections. Each section is described in detail below.

# First Section of the VIN

The first section of a VIN consists of three characters. These first three characters of a VIN uniquely identify a motor vehicle manufacturer using the "World Manufacturer Identifier" or WMI code, if the manufacturer produces 1,000 or more vehicles of a given type each year (i.e., a "high-volume" manufacturer<sup>22</sup>). A "low-volume" manufacturer that produces fewer than 1,000 vehicles of a given type each year uses the numeral "9" as the third character and Positions 12, 13, and 14 of the VIN for the remainder of the WMI.<sup>23</sup> Since replica manufacturers may only produce 325 vehicles per year, their WMI occupies positions 1,2, and 3 as well as positions 12,13, and 14. The placement of the WMI within a 17-character VIN is identified in Chart 2.

<sup>&</sup>lt;sup>20</sup> See 49 CFR 567.4(d)

<sup>&</sup>lt;sup>21</sup>See 87 Federal Register 13209, Published March 9, 2022

<sup>&</sup>lt;sup>22</sup> See 73 Federal Register 23367, Published April 30, 2008

<sup>&</sup>lt;sup>23</sup> See 49 CFR 565.15(a)

Chart 2 - Placement of the World Manufacturer Identifier in the VIN

	1 <sup>st</sup> Sec	tion					4 <sup>th</sup> Se	ction							
fa	cture	Manu- r and /ehicle		MY 10	Plant	part of the WMI for low-volume manufacturers in Positions 12, 13, and 14									
1	2	3	4,5,6		10	10	10	10	10	11	12	13	14	15	16
		"9" if low- vol. manu				WMI if low-vol. manufacturer (<1,000 of a given type each year)					i i				

# Obtaining a World Manufacturer Identifier

A manufacturer that intends to manufacture motor vehicles in the United States must obtain a WMI from the SAE International (Previously known as the Society of Automotive Engineers). NHTSA has a contract with that organization to assign WMIs to manufacturers that manufacture motor vehicles in the United States. Please note that "manufacturing" for the purpose of obtaining a WMI means more than completing assembly of a vehicle by fixing readily attachable parts such as wheels or mirrors to a vehicle manufactured in a foreign country and partially disassembled for shipment. Also, vehicles built in two or more stages such as a foreign built chassis-cab that receives a body built by a final stage U.S. manufacturer will ordinarily not qualify for U.S. WMI but should have a WMI for the country where the incomplete vehicle was manufactured. Manufacturers must contact the SAE directly (and not NHTSA) to request the assignment of a WMI. They may do so by telephoning 724-772-8511 or by writing to: SAE International, 400 Commonwealth Avenue, Warrendale, PA 15096, Attention: WMI Coordinator.

# Second Section of the VIN

The second section of the VIN, known as the "Vehicle Descriptor Section," consists of Positions 4 through 8. This section is used to identify "vehicle attributes" for each vehicle type as identified by 49 CFR 565.15, Table I, entitled "Type of Vehicle and Information Decipherable." There are two special rules for passenger cars, and for multi- purpose passenger vehicles (MPVs) and trucks with a gross vehicle weight rating (GVWR) of 10,000 lbs. or less. First, manufacturers of such vehicles must report all restraint devices and their locations in the vehicles. Second, Position 7 of the VIN of such a vehicle must be alphabetic. Therefore, for passenger cars, and MPVs and trucks with a GVWR of 10,000 lbs. or less, if Position 7 of the VIN is alphabetic, the model year identified in Position 10 of the VIN refers to a year in the range of 2010-2039. Position 7 of VINs assigned to other vehicle types (e.g., motorcycles, buses, trailers) may be either alphabetic or numeric.

Part 565 requires that manufacturers identify in the second section of the VIN, the vehicle attributes for each vehicle type as summarized in Chart 3.

Chart 3 - Vehicle Attributes for Each Vehicle Type that must be Identified in VIN Positions 4 through 8

Required Information	Passenger	Multipurpose	Truck*	Bus	Trailer	Motorcycle	Incomplete	Low Speed	Replica
for: Original Make									Yes
Original Model									Yes
Original Model Year									Yes
Make	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes	Yes
Line or Model	Yes	Yes	Yes	Yes		Yes	Yes		Yes**
Series	Yes	Yes	Yes	Yes			Yes		Yes**
Body Type	Yes	Yes		Yes				Yes	Yes**
Engine Type	Yes	Yes	Yes	Yes		Yes	Yes	Yes	Yes**
GVWR@		Yes	Yes					Yes	Yes**
All Restraint Devices &	Yes	Yes	Yes					Yes	Yes**
Location*									
Chassis			Yes						Yes**
Cab Type			Yes				Yes		Yes**
Brake System			Yes	Yes			Yes	Yes	Yes**
<b>Trailer Connection Type</b>					Yes				Yes**
Trailer Body Type					Yes				Yes**
Length					Yes				Yes**
Axle Configuration					Yes				Yes**
Type of Motorcycle						Yes			Yes**
Net Brake						Yes			Yes**
Horsepower@@									

#### Footnotes to Chart 3:

@The GVWR designations in "Table II – Gross Vehicle Weight Rating Classes" must be used. The use of these designations within the VIN itself is not required.

\*Trucks and Multipurpose Passenger Vehicles of GVWR<10,000 lbs. are required to have all restraint devices and locations available -- Trucks and MPVs of GVWR>10,000 lbs. are not required to have this information.

<sup>@@</sup>Engine net brake horsepower when encoded in the VIN cannot differ by more than 10% from the actual net brake horsepower. In the case of a motorcycle with an actual net brake horsepower of 2 or less, the net brake horsepower must be not more than 2, and must be greater than 2 in the case of a motorcycle with an actual brake hp greater than 2. (The purpose of this exception is to preserve the distinction in the VIN between motorcycles and motor driven cycles.)

<sup>\*\*</sup>Replica vehicle entries must identify the make, model, and model year of the original replicated vehicle; and the information required for the vehicle's type classification (e.g., if the replica meets the definition for passenger car in 49 CFR 571.3, passenger vehicle information is required: make, line, series, body type, engine type, and all restraint devices and their locations). If the replica is a multipurpose vehicle, truck, bus, trailer, motorcycle or low speed vehicle the information for that type must be provided.

The terms used in Chart 3 are defined in 49 CFR 565.12. These definitions, and examples of the vehicle characteristics they cover, are identified in Chart 4.

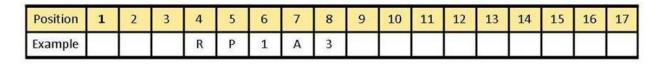
Chart 4 – Definitions and Examples of Vehicle Attributes

Term	Definition	Examples
Туре	means a class of vehicle distinguished by common traits, including design and purpose.	Passenger cars, Multipurpose Passenger Vehicles (MPVs), Trucks, Buses, Trailers, Incomplete vehicles, Low Speed Vehicles, and Motorcycles are separate types.
Make	means a name that a manufacturer applies to a group of vehicles or engines.	Chevrolet, Ford, Honda, Toyota, GMC, Hyundai
Model	means a name that a manufacturer applies to a family of vehicles of the same type, make, line, series and body type.	F-150, Corvette, Accord, Camry, Suburban, Frontier
Original Model Year of a Replicated Vehicle	means the stated model year of a vehicle that has been replicated pursuant to 49 CFR part 586.	1965
Replica Model Year	means the calendar year in which a replica motor vehicle was manufactured.	2025
Line	means a name that a manufacturer applies to a family of vehicles within a make which have a degree of commonality in construction.	Sport, King Ranch, Type R, Denali
Series	means a name that a manufacturer applies to a subdivision of a "line" denoting price, size or weight identification and that is used by the manufacturer for marketing purposes.	3500,4500, 5500, 6500 Series.
Body Type	means the general configuration or shape of a vehicle	4-door Sedan, Coupe, 2-door, 2 door convertible, crew cab, convertible
Engine Type	means a power source with defined characteristics such as fuel utilized, number of cylinders, displacement, and net brake horsepower.	Fuel used, number of cylinders, displacement, net brake horsepower, hybrid configuration.

Replica vehicles, trucks and other vehicle types have as many as nine reportable vehicle attributes and only five VIN positions in which to report these. This causes NHTSA to be frequently asked: "How do I fit all this information into the second section of the VIN?"

Part 565 gives manufacturers the flexibility to determine how they wish to structure or "encode" the contents of thissection. One way a manufacturer may encode the information is to employ a "lookup table." For example, the manufacturer's five VIN characters "ABCDE" may be decoded using a lookup table to identify more than five vehicleattributes. It is important to remember that the manufacturer's coding must be decipherable to NHTSA so that the agency may carry out its safety mission. The following examples for a passenger car may help clarify this.

#### Passenger Car Manufacturer's Sample VIN for the Second Section of the VIN(Positions4-8)



Note: Please remember VINs cannot contain the characters I, O or Q and that Position 7 must be alphabetic for passenger cars, and MPVs and trucks with a GVWR of 10,000 lbs. or less manufactured on or after April 30, 2009.

#### Sample Passenger Car Manufacturer's Lookup Table for the Second Section of the VIN (Positions 4-8)

	Passenger Car Vehicle Attributes That Must Be Identified										
VIN 4-8 Code	Make	Line or Model	Series	Body Type	Engine Type	Restraint System**					
RP1A3	Belchfire Motors	Caressa	XC	2 Dr. Coupe	1.8L 4cyl 180 hp Gas	A					
RP1B3	Belchfire Motors	Caressa	XL	4 Dr. Sedan	1.8L 4cyl 180 hp Gas	В					

Manufacturer's notes to lookup table:

# Replica Vehicle VINs

Part 565 requires different quantities of replica vehicle attributes depending on vehicle type. For passenger cars, the VIN must identify original make, original model, original model year, and the seven attributes shown in the above conventional passenger car sample table. Because there are five positions available in the second section, a manufacturer may use each position for one of the five attributes. An example below shows how the second section of the VIN may be encoded for a replica passenger car.

#### Replica Passenger Car Manufacturer's Sample VIN for the Second Section of the VIN (Positions 4-8)

Position	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
Example				Х	С	L	R	8									

# Sample Replica Passenger Car Manufacturer's Lookup Table for the Second Section of the VIN (Positions 4-8)

	Replica Passenger Car Vehicle Attributes That Must Be Identified										
VIN 4-8 Code	Original Make, Model and Model Year	Replica Make, Line or Model and Series	Replica Body Type	Replica Engine Type	Restraint System						
XCLR8	1965 Shelby	Repop Motors	2 Dr.	5.0L 8cyl	8						
	Cobra	Cobra	Convertible	480 hp							
		Supreme		gas							

Manufacturer's notes to lookup table:

*X*= 1965 *Shelby Cobra* 

C= Repop Motors Cobra Supreme Series 1

*L*= 2 *Dr. Convertible* 

 $R = 5.0L \ 8cyl. \ 480 \ HP \ gas$ 

8= Front Seat Belts

# Motorcycle VINs

Part 565 requires only five vehicle attributes of a motorcycle to be reported in the second section of a VIN. Because there are five positions available in the second section, a manufacturer may use each position for one of the five attributes. A motorcycle example will show how the second section of the VIN may be encoded.

<sup>\*\*</sup> Restraint System:

A= Front Seat Belts, Air Bag, Side Air Bag Side Curtain Air Bag.

B= Front Seat Belts, Air Bag, Side Air Bag Side Curtain Air Bag, Rear Seat Belt and Side Curtain Air Bag

#### Motorcycle Manufacturer's Sample VIN for the Second Section of the VIN (Positions 4-8)

Position	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
Example				U	2	Α	D	G									

#### Sample Motorcycle Manufacturer's Lookup Table for the Second Section of the VIN (Positions 4-8)

VIN Position	Vehicle Attribute	Coding
4	Make	U=USA Motorcycle
5	Line or Model	2=Winner
6	Type of Motorcycle	A=Scooter
		B=Sport Bike
		C=Cruiser
7	Engine Type	D=single cylinder, 157 cc, 4 stroke, gasoline
		E=V-2, 1084 cc, 4 stroke, gasoline
		F=Electric, Lithium-Ion Battery, Power: 8kW,
		Battery Voltage: 72V, Battery Energy: 7kWh, Battery Current:
8	Net Brake HP	G=15hp
		H=75hp
		J=99hp

#### Trailer VINs

The vehicle attributes "length" and "axle configuration" are applicable only to trailers. Although the term "length" is not defined in Part 565, the agency has interpreted it to mean the length of a trailer as measured from one extremity to the other. For a trailer, this would include the equipment that is part of the vehicle and by which it is towed (i.e., thetongue or equivalent connector to the towing vehicle). Axle configuration means the number of axles, e.g., 1-axle, 2-axle, 3-axle, etc. A trailer example will show how VIN Positions 4 through 8 of the second section may be encoded.

#### Trailer Manufacturer's Sample VIN for the Second Section of the VIN (Positions 4-8)

Position	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
Example				G	A	2	6	2									

VIN Position	Vehicle Attribute	Coding
4	Trailer Connection Type	B=Ball Type Pull
	(trailer to towing vehicle	P=Pintle Hitch
	connection type)	G=Gooseneck
		S=Straight Semi
	Trailer Make:	F=Fifth Wheel
	" <u>USA Trailer</u> "	K=Kingpin
		M=Bumper Pull
		T=Other
5	Trailer Body Type	A=Flatbed or Platform Trailer
		B=Grain, Chip, or Gravel Trailer
		C=Utility Trailer
		D=Live Animal Trailer
		E=Box or Van Enclosed Trailer
		F=Tank Trailer
6&7	Trailer Length	06=6 feet long
	(the coding can reflect the	09=9 feet long
	actual trailer length in feet)	26=26 feet long
		31=31 feet long
		40=40 feet long
8	Axle configuration	1=Single Axle
		2=2 Axles
		3=3 Axles

#### Second Section VIN Character Restrictions

The amended VIN regulations no longer restrict Positions 4, 5, 6, or 8 to either alphabetic or numeric characters. This gives manufacturers more permutations for their vehicle attribute coding. However, as stated above, for passenger cars, and MPVs and trucks with a GVWR of 10,000 lbs. or less manufactured on or after April 30, 2009, Position 7 of the VIN must be alphabetic, which designates that the model year in Position 10 of the VIN refers to a year in the range of 2010-2039.

# Third Section of the VIN

The third section of the VIN consists of one character, called the "check digit", which occupies Position 9 in the VIN. The check digit's purpose is to provide a means for verifying the accuracy of any VIN transcription. NHTSA regulations establish a mathematical formula for calculating the check digit.

After all other characters in VIN have been determined by the manufacturer, the check digit is calculated bycarrying out the mathematical computation specified in the regulation.<sup>24</sup> First, each character in the VIN is assigned a "numerical value" as shown in Table III of the regulation, entitled "Assigned Values."

#### 49CFR 565.15(c)(1) Table III– Values Assigned to Characters of VIN

А	В	С	D	Е	F	G	Н	J	K	L	М	N	Р	R	S	T	U	٧	W	X	Υ	Z
1	2	3	4	5	6	7	8	1	2	3	4	5	7	9	2	3	4	5	6	7	8	9

Each position of the VIN (except Position 9, the check digit) is assigned a "weight value" as shown in Table IV of the regulation, entitled "VIN Position and Weight Factor."

<sup>&</sup>lt;sup>24</sup> See 49 CFR 565.15, paragraphs (c) (1) through (4)

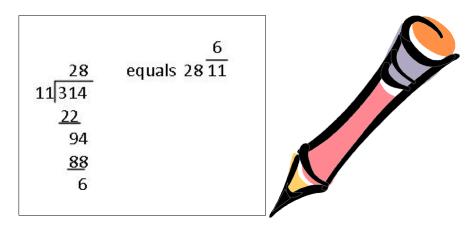
Position	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
Weight	8	7	6	5	4	3	2	10	N/A	9	8	7	6	5	4	3	2

Next, each character's numeric value is multiplied by the position's weight value. After you compute several, the check digit mathematical calculations are not very difficult. Below is an example.

Position	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
Sample VIN	1	J	9	R	Р	1	А	3		А	1	6	4	4	3	4	5
Assigned Value	1 3	1 X • 0	9 (C	9	7	1	1	3		1	1	6	4	4	3	4	5
VIN Posi- tion Weight	8	7	6	5	4	3	2	10	N/A	9	8	7	6	5	4	3	2
Multiply Value by Weight	8	<b>∳</b> ₹	54 =	45	28	<b>}</b> 3 c	<b>2</b> €	30	4	9 =	<b>&gt;</b> 8 <	42	24	<b>}20</b> ₹	12	<b>≯12</b> {	10

The results are now added together and the total "314" is then divided by 11.

$$(8+7+54+45+28+3+2+30+9+8+42+24+20+12+12+10) = 314$$



The total 314 is then divided by 11 = 28 6/11 or 28.545454

The check digit is based on either the Fractional Remainder or the Decimal Equivalent Remainder as reflected in Table V of the regulation, entitled "Ninth Position Check Digit Values."



Fractional Remainder	0	1/11	2/11	3/11	4/11	5/11	6/11	7/11	8/11	9/11	10/11
Decimal Equivalent Remainder	0	.091	.182	.273	.364	.455	.545	.636	.727	.818	.909
Check Digit	0	1	2	3	4	5	6	7	8	9	Х



All decimal equivalent remainders in Table V are rounded to the nearest thousandth (i.e., the  $3^{rd}$  digit to the right of the decimal point). If the  $4^{th}$  digit to the right of the decimal point is 5 or greater, round up; if 4 or less, round down.

In our total, 28.5454, the  $4^{th}$  digit to the right of the decimal point is 4, so round to 28.545. Table V shows that ourdecimal equivalent remainder ".545" equates to the check digit "6".

A check digit, which can be zero through nine (0–9) or the letter "X", appears in Position 9 of the VIN. Our computed check digit "6" will appear in Position 9 of our completed VIN: 1J9RP1A36A1644345. While the mathematical computations can be completed by hand, the agency recommends that new manufacturers develop a simple spreadsheet program to assist with calculating check digits and thereby reduce VIN errors. See Appendix 2 for a sample spreadsheet format to calculate VIN check digits.

#### Fourth Section

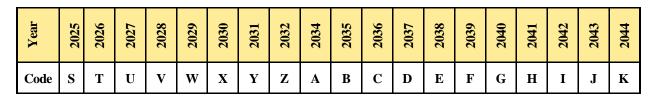
The fourth section of the VIN consists of Positions 10 through 17. Position 10 is reserved for the modelyear of the vehicle.

#### Fourth Section of the VIN - Model Year Placement

MY	Plant	in Posit	tions 1	2-17 if a	itially as High-V a Low-	ol. Mar	nu. oi			
10	11	12	13	14	15	16	17			
		mai (<1,00	if low nufactu 00 of a each y	irer given						
_			##	##	##	##	##			
VIN	## means : Character 2,3,4,5,6,7,	s are:	if car, and MPV and truck ≤ 10,000 lbs.							
				##	##	##	##			
				For vehicle <u>not</u> a car, MPV and truck ≤ 10,00 GVWR						

Besides the three letters that are not allowed in the VIN itself (I, O, and Q), the letters U and Z and the number 0 are not used for the year code. The model year is the year that a manufacturer uses to designate a discrete vehicle model, irrespective of the calendar year in which the vehicle was actually produced, provided that the production period does not exceed 24 months.<sup>25</sup> The year codes that must be used in the manufacturer's VIN are found in Table VII of the regulation, entitled "Year Codes for VIN."

#### 49 CFR 565.15(d)(1) - Table VII - Required Year Codes for VIN



Position 11 of a VIN is used to encode the vehicle's plant of manufacture. This term is defined by the regulation as "the plant where the manufacturer affixes the VIN."<sup>25</sup> Manufacturers may assign their own plant codes, but should report to NHTSA, in their VIN deciphering information, the city, state, and country in which the plant of manufacture is located, as well as the name of the Plant (e.g., Lansing, Michigan, USA - GMNA). Plant Name is only a required field where applicable. If the manufacturer has no plant name, then it may be left off the submission. An example will show how VIN Positions 10 and 11 of the fourth section may be encoded.

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<sup>&</sup>lt;sup>25</sup> See 49 CFR 565.12(m)

#### Manufacturer's Sample VIN for the Fourth Section of the VIN (Positions 10-11)

Example A B	Position	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
	Example										Α							

# Manufacturer's Lookup Table for the Fourth Section of the VIN (Positions 10 and 11)

VIN Position	Vehicle Attribute	Coding
10	Model Year	H=2017 J=2018 K=2019
		(From Table VII of 49 CFR 565.15(d) (1))
11	Plant of Manufacture	B=Baltimore, MD USA – Main Plant F=Flint, MI USA – Flint Plant L=Lansing, MI USA - GMNA M=Lordstown, OH USA
		K=Bowling Green, KY USA R=Ramos Arizpe, Coahuila, Mexico

Positions 12 through 17 of the VIN represent the number sequentially assigned by the manufacturer in the production process if the manufacturer is a high-volume manufacturer. If the manufacturer is a low-volume manufacturer (including replica manufacturers), Positions 12, 13, and 14 combined with Positions 1, 2, and 3 of the VIN uniquely identify the manufacturer. Please note that Positions 13 through 17 must be <u>numeric</u>, if the VINs are for passenger cars, MPVs, and truckswith a GVWR of 10,000 lbs. or less. For any other type of vehicle, Positions 14 through 17 must benumeric.

MY	Plant	in Posit	tions 1	sequen 2-17 if a 15-17 if	High-V	ol. Mar	
10	11	12	13	14	15	16	17
		mai (<1,00	if low nufactu 00 of a each y	ırer given			
VIN	## means Character 2,3,4,5,6,7,	s are:	##	100 miles (100 miles)	## and MP ≤10,000		##
**************************************					## /ehicle <u>n</u> and truck	< ≤ 10,0	

# Manufacturer's Requirement to Furnish NHTSA with VIN Deciphering Information

It is very important that each manufacturer report to NHTSA its <u>complete</u> VIN deciphering information so that the agency may simplify vehicle identification information retrieval and increase the accuracy and efficiency of thevehicle recall campaigns. The VIN has become the key identifier in data systems that track compliance with Federal and state safety programs and that manage and analyze information on vehicle manufacturing processes, registrations, insurance programs, crash investigations, and safety research. Organizations that use VINs in data systems include NHTSA, manufacturers, state motor vehicle departments, law enforcement agencies, insurancecompanies, and motor vehicle safety researchers.

Under 49 CFR 565.26, a motor vehicle manufacturer must submit to NHTSA, either directly or through an agent, information the agency will need to decipher the manufacturer's VIN characters not later than 60 days before the manufacturer offers for sale the first vehicle identified by that VIN or if information concerning vehicle characteristics sufficient to specify the VIN code is unavailable to the manufacturer by that date, then within one week after that information first becomes available. The purpose of the 60-day requirement is to permit users of the VIN, such as State motor vehicle agencies, to obtain the necessary deciphering information before vehicle purchasers beginnegistering their vehicles. The VIN deciphering information must be submitted through the NHTSA Manufacturer Portal or by email at manufacturerinfo@dot.gov. See Appendix 3 for sample VIN deciphering letters.

# Chapter 5. Certification to all Applicable FMVSS

#### Introduction

Vehicles and regulated motor vehicle equipment manufactured for sale in the United States must be certified to comply with all applicable FMVSS. NHTSA's regulations on motor vehicle certification are found at 49 CFR Part 567. Regulated items of motor vehicle equipment subject to the FMVSS are found within the standards that pertain to each such item of equipment, as published in 49 CFR Part 571, Subpart B.

# Motor Vehicle Equipment Certification and NHTSA Assigned Codes

Motor vehicle equipment that is subject to an FMVSS must, as originally manufactured, conform to the standard and be so certified. In most instances, certification of compliance with the applicable FMVSS for regulated items of motor vehicle equipment is evidenced by the symbol "DOT" either inscribed on the equipment in a prescribed location or placed on the outside of the container in which the equipment is shipped.<sup>26</sup>

Along with a marking that indicates certification of compliance with an applicable FMVSS, the fabricating manufacturer of certain regulated equipment items, specifically brake hoses, glazing (automotive glass and plastics), and tires must label its products with code marks or identification numbers assigned to the manufacturer by NHTSA.<sup>27</sup> NHTSA assigns an identification number to a manufacturer of tires or glazing (automotive glass and plastics) and accepts the designation of a brake hose manufacturer after the manufacturer submits an application to the National Highway Traffic Safety Administration through the Manufacturer Portal. See Appendix 7 for a description on how to use the NHTSA Manufacturer Portal.<sup>28</sup>

To avoid a delay in the issuance of NHTSA assigned code marks or identification numbers, it is wise to first comply with the requirements to designate a U.S. resident as agent for service of process if the fabricating manufacturer is not located in the United States.

This is accomplished by submitting the appropriate form to the NHTSA Office of Chief Counsel. See Chapter 3, Paragraph B and Appendix 1 of this document for the Part 551 requirements and form.

<sup>&</sup>lt;sup>26</sup> See 49 CFR 565.12(n)

<sup>&</sup>lt;sup>27</sup> See 49 CFR 566.5

<sup>&</sup>lt;sup>28</sup> See https://vpic.nhtsa.dot.gov/mfrportal/

Requirements for certification markings on equipment items are found in the individual standards that apply to those items, as published in 49 CFR Part 571. For example, FMVSS No. 205 requires a glazing manufacturer to certify its glazing by adding to the marks required by section 7 of ANSI/SAE Z26.1–1996,<sup>29</sup> in letters and numerals of the same size, the symbol "DOT" and a manufacturer's code mark that NHTSA assigned to the glazing manufacturer.

# Motor Vehicle Certification

A motor vehicle must either be manufactured to comply with all applicable FMVSS and bear a label certifying such compliance or, in the case of a replica vehicle, a label identifying the vehicle as a replica exempt from vehicle safety standards that is permanently affixed (riveted or affixed in such a manner that it cannot be removed without destroying or defacing it) by the vehicle's manufacturer (i.e., the actual assembler of the vehicle).<sup>30</sup> Certification labeling requirements are necessary to establish that the vehicle was manufactured to comply with all applicable FMVSS. Because the label also identifies the type of classification of the vehicle, it also helps to identify which of the FMVSS, Bumper Standards (49 CFR Part 581), and Federal Theft Prevention Standards (49 CFR Part 541) apply to the vehicle.

# Motor Vehicle Certification Labels

# Placement of the Certification Label<sup>31</sup>

For vehicles other than trailers and motorcycles, the manufacturer's certification label must be affixed to either thehinge pillar, door-latch post, or the door edge that meets the door-latch post, next to the driver's seating position, or if none of these locations is practicable, to the left side of the instrument panel. If that location is also not practicable, the label must be affixed to the inward-facing surface of the door next to the driver's seating position. The location of the label must be such that it is easily readable without moving any part of the vehicle except an outer door.

The manufacturer's certification label for trailers must be affixed to a location on the forward half of the left side, such that it is easily readable from outside the vehicle without moving any part of the vehicle. The certification label for motorcycles must be affixed to a permanent member of the vehicle as close as is practicable to the intersection of the steering post with the handlebars, in a location such that it is easily readable without moving any part of the vehicle except for the steering system. This label is the only location on a motorcycle that must show the VIN.

#### Motor Vehicle Certification Label Content

The motor vehicle certification label, among other things, identifies the vehicle's manufacture (i.e., the actual assembler of the vehicle), states the vehicle's date of manufacture (month and year), Gross Vehicle Weight Ratingor GVWR, Gross Axle Weight Rating or GAWR of each axle, vehicle type classification (e.g., MPV, truck), and VIN.

For multipurpose passenger vehicles and trucks with a GVWR of 6,000 pounds or less, the label must contain the statement:

"This vehicle conforms to all applicable Federal motor vehicle safety and theft prevention standards in effect on the date of manufacture shown above."

For passenger cars, the label must contain the statement:

"This vehicle conforms to all applicable Federal motor vehicle safety, bumper, and theft prevention standards in effect on the date of manufacture shown above."

<sup>&</sup>lt;sup>29</sup> See 49 CFR 571.205 S3.2, entitled "Incorporation by Reference" wherein it states: (a) "American National Standard for Safety Glazing Materials for Glazing Motor Vehicles and Motor Vehicle Equipment Operating on Land Highways- Safety Standard" ANSI/SAE Z26.1–1996, Approved by American National Standards Institute August 11, 1997 (ANSI/SAE Z26.1–1996) is incorporated by reference in Section 5.1 and is hereby made part of this Standard.

<sup>&</sup>lt;sup>30</sup> See 49 U.S.C. §§ 30112 and 30115, and 49 CFR part 567.

<sup>&</sup>lt;sup>31</sup> See 49 CFR 567.4(c), (d), (e) and 567.8.

<sup>&</sup>lt;sup>32</sup> If none of the preceding locations is practicable, notification of that fact, together with drawings or photographs showing a suggested alternate location in the same general area, shall be submitted for approval to the Administrator, National Highway Traffic Safety Administration, 1200 New Jersey Avenue SE, Washington, D.C. 20590

For all other vehicles except replica vehicles, the label must contain the statement:

"This vehicle conforms to all applicable Federal motor vehicle safety standards in effect on the date of manufacture shown above."

For replica vehicles the label must contain one of the two following statements as applicable:

"This replica motor vehicle is exempt from the following Federal motor vehicle safety, theft prevention, and bumper standards in effect on the date of manufacture of the replica motor vehicle for [insert replica's type of motor vehicle (e.g., passenger cars)]: [insert a list of all standards from which the vehicle exempt pursuant to 49 U.S.C. 30114(b)]."

Ωt

"This replica motor vehicle is exempt from the Federal motor vehicle safety, theft prevention, and bumper standards in effect on [insert the date of manufacture of the replica motor vehicle] for [insert replica's type of motor vehicle (e.g., passenger cars)] that are listed on the label found in [insert location of label listing standards from which the vehicle is exempt under 49 U.S.C. 30114(b)]".

#### Certification Requirements for Vehicles Manufactured in Two or More Stages

A "completed" vehicle is one that requires no further manufacturing operations to perform its intended function. An "incomplete" vehicle is an assemblage consisting, at a minimum, of chassis (including the frame) structure, power train, steering system, suspension system, and braking system, in the state that those systems are to be part of the completed vehicle but requires further manufacturing operations to become a completed vehicle. An incomplete trailer is also an incomplete vehicle.<sup>33</sup>

An "incomplete vehicle manufacturer" is a person who manufactures an incomplete vehicle by assembling components none of which, taken separately, constitute an incomplete vehicle. Manufacturers of incomplete vehicles must furnish at or before the time of delivery an incomplete vehicle document or "IVD" that contains, among other things, a list of each FMVSS applicable to the incomplete vehicle's type classification and a statement whether the vehicle will or will not conform to each applicable FMVSS, or that FMVSS conformance cannot be determined.<sup>34</sup>

Additionally, incomplete vehicle manufacturers must generally affix to their vehicles a label that identifies the incomplete manufacturer, the vehicle's date of manufacture (month and year), its GVWR, GAWR, and VIN.

A "final-stage manufacturer" is a person who performs such manufacturing operations on an incomplete vehicle that it becomes a completed vehicle. An "intermediate manufacturer" is a person, other than the incomplete vehicle manufacturer or the final-stage manufacturer, who performs manufacturing operations on a vehicle manufactured in two or more stages.<sup>35</sup> Both the final-stage and intermediate manufacturers assume legal responsibility for all certification-related duties and liabilities under the Vehicle Safety Act with respect to components and systems they install or supply for installation on the incomplete vehicle, unless changed by a subsequent manufacturer. Both have responsibility to further manufacture or complete the vehicle in accordance with the IVD furnished by the incomplete vehicle manufacturer.

The intermediate manufacturer must affix a label that identifies that manufacturer, states the vehicle's GVWR, GAWR, and VIN, and identifies the month and year in which the intermediate manufacturer performed its lastmanufacturing operation on the incomplete vehicle.

<sup>&</sup>lt;sup>33</sup> See 49 CFR 567.3

<sup>&</sup>lt;sup>34</sup> See 49 CFR 568.4(a) and (b)

<sup>35</sup> See 49 CFR 567.3

The final-stage manufacturer must affix a label that identifies that manufacturer, states the vehicle's GVWR, GAWR, vehicle type classification, and VIN, and identifies the vehicle's date of manufacture (month and year). The date selected must be the date of manufacture of the incomplete vehicle, the date of final completion, or a date between those two dates. The label must also contain one of the following three alternative certification statements:<sup>36</sup>

- 1. "This vehicle conforms to all applicable Federal Motor Vehicle Safety Standards, [and Bumper and Theft Prevention Standards, if applicable] in effect in (month, year)."
- 2. "This vehicle has been completed in accordance with the prior manufacturers' IVD, where applicable. This vehicle conforms to all applicable Federal Motor Vehicle Safety Standards, [and Bumper and Theft Prevention Standards, if applicable] in effect in (month, year)."
- 3. "This vehicle has been completed in accordance with the prior manufacturers' IVD, where applicable, except for [insert FMVSS]. This vehicle conforms to all applicable Federal Motor Vehicle Safety Standards, [and Bumper and Theft Prevention Standards if applicable] in effect in (month, year)."

Certification label content requirements for each manufacturer are summarized in Table 4.

Table 4-Certification Label Content Requirements by Manufacturer Type

Manufacturer Type	Company's Name	Date of Manufacture	GVWR	GAWR	Vehicle Type	VIN	Certification Statement Source
Completed Vehicle	Yes	Yes	Yes	Yes	Yes	Yes	Yes, 1 of 3 567.4(g)
Replica Vehicle	Yes	Yes	Yes	Yes	Yes	Yes	Yes, 1 of 2 567.8
Incomplete Vehicle	Yes	Yes	Yes	Yes	No	Yes	No, IVD 567.5(b)(2)
Intermediate	Yes	Yes	Yes	Yes	No	Yes	No 567.5 (c)(2)
Final-stage	Yes	Yes	Yes	Yes	Yes	Yes	Yes, 1 of 3 567.5(d)(2)

Sample manufacturers' certification labels covering a motorcycle, trailer, low-speed vehicle, multipurposepassenger vehicle, truck, and passenger car are provided in Appendix 4.

#### Certification Label Suppliers

NHTSA does not endorse any certification label suppliers or their products; however, companies known to the agency that supply such products to motor vehicle manufacturers are identified in Appendix 5.

# Chapter 6. The Federal Motor Vehicle Safety Standards

#### FMVSS Issuance

NHTSA is authorized by the Vehicle Safety Act to issue safety standards that set minimum performance requirements for new motor vehicles and for certain items of motor vehicle equipment. Such standards must be practicable, meet the need for motor vehicle safety, and be stated in objective terms. The FMVSS specify theminimum performance requirements, and, in general terms, the objective tests required to demonstrate product compliance.

<sup>&</sup>lt;sup>36</sup> See 49 CFR 567.5(d)

# FMVSS Organization under 49 CFR Part 571

The FMVSS are generally organized under Vehicle Crash Avoidance (Series 100), Crashworthiness (Series 200)<sup>37</sup>, Post-Crash Protection (Series 300), Miscellaneous (Series 400), Low-Speed Vehicles (Series 500), or Equipment standards. All FMVSS are found in 49 CFR Part 571, Subpart B, and are numbered to correspond to the FMVSS number. For example, FMVSS No. 101 *Controls and Displays* is found in 49 CFR 571.101.

Because manufacturers are responsible for "self-certifying" that their products meet all applicable FMVSS before those products can be offered for sale, it is important for a manufacturer to be knowledgeable about the performance requirements of each FMVSS applicable to its products. NHTSA encourages manufacturers to conduct tests as specified in certain of the FMVSS. Manufacturers should also be familiar with the laboratory testprocedures that NHTSA uses to evaluate the compliance of their products with each FMVSS. These may be found on the NHTSA website.<sup>38</sup>

# FMVSS Applicability

A paragraph within each FMVSS identifies the types of vehicles or equipment items to which the standard applies. For example, Paragraph S3 of 49 CFR 571.101 states that FMVSS No. 101 *Controls and Displays* applies to passenger cars, multipurpose passenger vehicles, trucks, and buses. Certain FMVSS requirements apply only to vehicles above or below a specified GVWR. For example, FMVSS No. 201 *Occupant Protection inInterior Impact* applies to passenger cars, multipurpose passenger vehicles, trucks, and buses with a GVWR of 10,000 pounds (4,536 kilograms) or less.<sup>39</sup> Other FMVSS requirements may not apply to certain specialty vehicles. For example, FMVSS No. 225 *Child Restraint Anchorage Systems* does not apply to walk-in van-type vehicles, vehicles manufactured to be sold exclusively to the U.S. Postal Service, shuttle buses, and funeral coaches.<sup>40</sup>

# Reference Table Identifying FMVSS Applicability by Vehicle Type and Equipment Items

To assist manufacturers, NHTSA has created a ready reference table to show FMVSS applicability by motor vehicle type classification and motor vehicle equipment item. See Appendix 15. As FMVSS are adopted or amended, they are assigned effective dates. It is therefore wise to check the most up-to-date version of 49 CFR Part 571, Subpart B for regulatory amendments. Some FMVSSs reference other FMVSS, and/or incorporate by reference other material, for example recommended practices from the Society of Automotive Engineers (SAE). Such references can be found in the FMVSSs as applicable.

<sup>&</sup>lt;sup>37</sup>Crashworthiness means the protection a passenger motor vehicle gives its passengers against personal injury or death from a motor vehicle crash.

<sup>&</sup>lt;sup>38</sup> See https://www.nhtsa.gov/vehicle-manufacturers/test-procedures

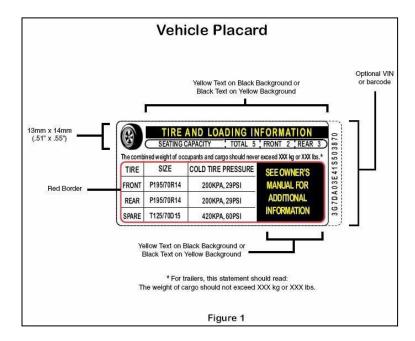
<sup>&</sup>lt;sup>39</sup> See 49 CFR 571.201 paragraph S2.

<sup>&</sup>lt;sup>40</sup> See 49 CFR 571.225 paragraph S2.

# Chapter 7. Tire Information Labeling Requirements

FMVSS No. 110 specifies, among other things, requirements for tire selection to prevent tire overloading. The standard applies to vehicles with a GVWR of 10,000 pounds (4,536 kilograms) or less, except for motorcycles, low-speed vehicles, and incomplete vehicles. <sup>41</sup> Manufacturers are required to permanently affix a tire placard in a specified location on the vehicle. The placard provides consumers with tire and loading information, including the vehicle's seating capacity and weight. An example of the required placard is shown in Figure 1.

Figure 1 – Tire Placard



# Chapter 8. Duty to Notify NHTSA of Revised Part 551, Part 566, and Plant Code Information

Manufacturers must ensure that the filings for Part 551, Part 566, and plant codes are up-to-date, accurate, and complete.

# **Updating Part 551 Information**

If a foreign manufacturer withdraws or replaces its designated agent, it must submit a new agent designation electronically using the vPIC manufacturer portal or by mail. See Appendix 10 for instructions on how to update existing records on the manufacturer portal using the Manufacturer ID. A foreign manufacturer that has withdrawn but not replaced its agent may not continue to import motor vehicles or motor vehicle equipment into the United States.

If a foreign manufacturer changes its name, address, or marks, trade names, or other designations of origin appearing on its products, it must notify NHTSA of the change in writing. The written notice, preferably on company letterhead, may be emailed to <a href="mailto:NHTSAAgentDesignations@dot.gov">NHTSAAgentDesignations@dot.gov</a> or mailed to DOT headquarters. To facilitate the processing, please clearly indicate which information is being changed and include the manufacturer's full legal name in the written notice.

If a designated agent changes its business name, mailing address, or telephone number, it must notify NHTSA of the change in writing. The written notice may be emailed to <a href="https://NHTSAAgentDesignations@dot.gov">NHTSAAgentDesignations@dot.gov</a> or mailed to DOT headquarters. To facilitate the processing, please clearly indicate which information is being changed and include the agent's full legal name and associated manufacturer(s).

<sup>&</sup>lt;sup>41</sup> See 49 CFR 571.110 paragraph S4.3

# Chapter 9. Duty to Notify NHTSA of a Noncompliance with an FMVSS or a Safety-Related Defect

Notwithstanding its certification of a product, a manufacturer may subsequently determine that a noncompliance with an FMVSS or a safety-related defect exists in a motor vehicle or a motor vehicle equipment item it has produced. Manufacturers have a duty to notify NHTSA if they learn the vehicle or equipment contains a defect and in good faith they decide that the defect is related to motor vehicle safety, or in good faith they decide that the vehicle or equipment does not comply with an applicable FMVSS.<sup>42</sup> The manufacturer must notify NHTSA within five working days after determining the existence of a noncompliance or a safety-related defect.<sup>43</sup> Alternately, NHTSA may determine the existence of a noncompliance or a safety-related defect in a particular motor vehicle or motor vehicle equipment item and order the responsible manufacturer to recall the product.<sup>44</sup>

# Chapter 10. Duty to Notify Owners and Dealers and Provide a Remedy for a Noncompliance or a Safety-Related Defect

Regardless of whether the noncompliance with an FMVSS or a safety-related defect is determined to exist by the manufacturer or by NHTSA, the manufacturer must provide owners and dealers of the affected products with notification of the noncompliance or defect and must remedy the noncompliance or defect, usually without charge. The notification and remedy process is commonly referred to as a "safety recall campaign" or more simply as a "recall." NHTSA monitors the remedy program to ensure its successful completion. The agency is not authorized to expend its funds on recalls; the expense of notifying owners and providing a remedy must be borne by the fabricating manufacturer and/or importer of the products found to contain the noncompliance or defect. Manufacturers are encouraged to contact NHTSA at <a href="manufacturerinfo@dot.gov">manufacturerinfo@dot.gov</a> or 1-888-399-3277 or review the agency's web site for more comprehensive information. See <a href="http://www-odi.nhtsa.dot.gov/">http://www-odi.nhtsa.dot.gov/</a>.

# Chapter 11. Record Keeping for Manufacturers

#### Tires

A new tire manufacturer is required by NHTSA regulations to permanently mold into each tire intended for use on a motor vehicle a "tire identification number" or "TIN."<sup>47</sup> Tire distributors and dealers that are owned or controlled by tire manufacturers are required to send to the tire manufacturers, records of any new tires they sell, including the TINs of the tires and the name and address of the tire purchasers. Independent tire distributors or dealers are required to furnish tire registration forms that identify the TIN and the tire distributor or dealer's name and address to the purchasers of new tires, who may then mail the forms to the tire manufacturer. See Appendix 16 for a sample tire registration form. Instead of furnishing the tire purchaser with a registration form, independent tire distributors or dealers may electronically transmit tire purchaser and tire registration information to the tire manufacturer by secure means, as identified or authorized by the manufacturer.

Tire manufacturers must maintain information from the registration forms for a period of not less than 5 years from the date on which the information is recorded. Motor vehicle manufacturers are required to maintain records of the TINs for the tires installed on their vehicles and the name and address of the first purchasers of their vehicles for 5 years from the date that the vehicles are sold. These requirements are intended to ensure that purchasers receive proper notification in the event that a tire is recalled to remedy a noncompliance or safety-related defect.<sup>48</sup>

<sup>&</sup>lt;sup>42</sup> See 49 U.S.C. 30118(c)

<sup>&</sup>lt;sup>43</sup> See 49 CFR 573.6

<sup>&</sup>lt;sup>44</sup> See 49 U.S.C. 30118(b)

<sup>45</sup> See 49 CFR Part 577

<sup>&</sup>lt;sup>46</sup> See 49 U.S.C. §§ 30118 - 30120

<sup>&</sup>lt;sup>47</sup> See 49 CFR Part 574.5

<sup>&</sup>lt;sup>48</sup> See 49 CFR Part 574

#### Child Restraints

In like manner, the manufacturer of a child restraint system (i.e., a child safety seat), other than one built into a vehicle as newly manufactured, must furnish a registration form to be completed by the owners of those seats and retain information from the form for a period of not less than 6 years to ensure that the owners receive proper notification of a recall campaign.<sup>49</sup>

# Motor Vehicles and Equipment

NHTSA regulations also require manufacturers of motor vehicles and motor vehicle equipment to retain claims, complaints, reports, and other records concerning alleged and proven defects and malfunctions that may be related to motor vehicle safety for a period of five calendar years from the date on which they were generated or acquired by the manufacturer. Onder this regulation, "malfunctions that may be related to motor vehicle safety" are defined as including any failure or malfunction beyond normal deterioration in use, or any failure of performance, or any flaw or unintended deviation from design specifications, that could in any reasonably foreseeable manner be a causative factor in, or aggravate, a crash or an injury to a person. This regulation also describes the records that manufacturers must maintain, including all documentary materials, films, tapes, and other information-storing media that contain information concerning malfunctions that may be related to motor vehicle safety. The section describes such records as including, but not being limited to, reports and other documents, including material generated or communicated by computer, telefax or other electronic means, that are related to work performed under warranties; and any lists, compilations, analyses, or discussions of such malfunctions contained in internal or external correspondence of the manufacturer, including communications transmitted electronically.

# Chapter 12. Early Warning Reporting

Manufacturers must submit quarterly reports to NHTSA under the agency's Early Warning Reporting (EWR) regulations that implement the Transportation Recall Enhancement, Accountability, and Documentation (TREAD) Act of 2000. These regulations require manufacturers to submit information that could assist the agency in determining whether a safety-related defect exists in a vehicle or equipment item used in the United States.<sup>51</sup> The regulations divide manufacturers of motor vehicles and motor vehicle equipment into two groups with different responsibilities for reporting information that could indicate the existence of potential safety-related defects.

The first group comprises motor vehicle manufacturers that meet certain production thresholds, tire manufacturers that produce more than a certain number of tires by tire line, and all manufacturers of child restraint systems. Manufacturers of light vehicles, motorcycles, trailers, and medium-heavy vehicles (except buses and emergencyvehicles) that produced, imported, offered for sale, or sold 5,000 or more vehicles of a category annually in the United States are required to furnish NHTSA with comprehensive reports every calendar quarter. Emergency vehicle manufacturers must report if they produced, imported, offered for sale, or sold 500 or more vehicles annually, and bus manufacturers must report if they produced, imported or offered for sale, or sold 100 or more buses annually in the United States. Manufacturers of passenger car, light truck, and motorcycle tires are also required to provide comprehensive quarterly reports if they produced, imported, offered for sale, or sold 15,000 or more tires in a tire line. This group of manufacturers must generally report to NHTSA production-related information, incidents related to a death or injury, consumer complaints, warranty claims (warranty adjustments for tires), property damage claims, and field reports.

The second group comprises all other manufacturers of motor vehicles and motor vehicle equipment (i.e., vehicle manufacturers that produce, import, or sell annually in the United States fewer than 5,000 light vehicles, motorcycles, trailers, and medium-heavy vehicles (excluding emergency vehicles and buses); manufacturers that produce, import, or sell annually in the United States fewer than 500 emergency vehicles; manufacturers that produce, import, or sell annually in the United States fewer than 100 buses; manufacturers of original motor vehicle equipment; and manufacturers of replacement motor vehicle equipment other than child restraint systems and tires).

<sup>&</sup>lt;sup>49</sup> See 49 CFR Part 588

<sup>&</sup>lt;sup>50</sup> See 49 CFR Part 576

<sup>&</sup>lt;sup>51</sup> See 49 CFR Part 579, Subpart C

These manufacturers must submit a report if they receive a claim or notice related to an incident involving a death but are not required to report any other information under the EWR rule. Manufacturers are encouraged to contact NHTSA at 202-366-4238 or review the agency's web site for more comprehensive EWR information. See <a href="https://www.nhtsa.gov/vehicle-manufacturers/early-warning-reporting">https://www.nhtsa.gov/vehicle-manufacturers/early-warning-reporting</a>.

Under other NHTSA regulations, all vehicle and equipment manufacturers in both groups must provide copies of all documents sent or made available to more than one dealer, distributor, owner, purchaser, lessor or lessee, in the United States concerning customer satisfaction campaigns, consumer advisories, recalls, or other activities involving the repair or replacement of vehicles or equipment.<sup>52</sup> A manufacturer must also report safety recalls and other safety campaigns it conducts in a foreign country that cover a motor vehicle, an item of motor vehicle equipment, or a tire that is identical or substantially similar to such a product offered for sale or sold in the United States.<sup>53</sup>

# Chapter 13. Other Statutory/Regulatory Requirements

Manufacturers should be aware that NHTSA administers additional statutes and regulations related to motor vehicles and motor vehicle equipment. These include:

# Theft Prevention

This statute and implementing regulations require motor vehicle manufacturers to affix or inscribe anti-theft identification markings to major parts and replacement parts for certain lines of passenger cars, light trucks and MPVs designated as high theft lines. See 49 U.S.C. Chapter 331 and 49 CFR Parts 541-543.

# **Bumper Standards**

This statute and implementing regulations establish standards to reduce physical damage to the front and rear of passenger motor vehicles from low-speed collisions. See 49 U.S.C. Chapter 325 and 49 CFR Part 581.

# Fuel Economy

This statute and implementing regulations require manufacturers to comply with the applicable average fuel economy standards. See 49 U.S.C. Chapter 329 and 49 CFR Parts 523, 525, 526, 529, 531, 533, 535, 536, 537, and 538. For reporting requirements see 49 CFR Parts 525 (new petitions for alternative standards, including exemptions for low volume manufacturers), 536 (credit transaction template), and 537 (pre- and mid-model year reports).

# **Domestic Content Labeling**

This statute and implementing regulations establish requirements for the disclosure of information relating to the countries of origin of the equipment on new passenger motor vehicles. See 49 U.S.C. Chapter 323 and 49 CFR Part 583.

# **Consumer Information**

This statute and implementing regulations establish requirements for the disclosure of information in the owner's manual of a motor vehicle relating to tires and the Uniform Tire Quality Grading program and the reporting of possible safety defects to NHTSA.

Owner's manuals of special vehicles such as slide-in campers and trucks that are capable of accommodating slide-in campers must also contain certain consumer information.<sup>54</sup> For certain vehicles, manufacturers are required to affix a Rollover Warning label<sup>55</sup> and to label the vehicle with New Car Assessment Program Safety Rating information.<sup>56</sup> See 49 U.S.C. Chapter 323 and 49 CFR Part 575.

<sup>&</sup>lt;sup>52</sup> See 49 CFR 579.5 and 579

<sup>&</sup>lt;sup>53</sup> See 49 CFR Part 579, Subpart B

<sup>&</sup>lt;sup>54</sup> See 49 CFR 575.103

<sup>55</sup> See 49 CFR 575.105

<sup>&</sup>lt;sup>56</sup> See 49 CFR 575.301

# Chapter 14. NHTSA Contacts

Table 5 provides NHTSA contact numbers and Internet resources to help answer questions about the information presented in the previous sections.

Table 5 – NHTSA Contacts

Office of Vehicle Safety Compliance								
Topic	NHTSA Office/Internet	Telephone No.						
General questions about importing vehicles and equipment items	Import and Certification Division	(888) 399-3277						
General importation information	OVSCpublic@dot.gov							
Questions about how a manufacturer informs NHTSA about its company and the products it manufactures	Import and Certification Division	(202) 366-5291						
Information to assist new manufacturers	https://vpic.nhtsa.dot.gov/							
Questions about Manufacturer Identification (49 CFR Part 566)	NHTSA Manufacturer Helpdesk: manufacturerinfo@dot.gov							
Questions about Vehicle Identification Number (VIN) deciphering document (49 CFR Part 565)	NHTSA Manufacturer Helpdesk: 1-(888) 399-3277 manufacturerinfo@dot.gov							
Questions about NHTSA ID numbers that are assigned to equipment manufacturers of brake hoses, glazing (glass), and tires	Equipment Division  DOTPlantCodeApplication@dot.gov	(202) 366-5317						
Questions about how to submit various forms through NHTSA's Manufacturer Portal at <a href="https://vpic.nhtsa.dot.gov/mfrportal/">https://vpic.nhtsa.dot.gov/mfrportal/</a>	NHTSA Manufacturer Helpdesk: manufacturerinfo@dot.gov	1-(888) 399-3277						
Questions about FMVSS as they relate to equipment items (i.e., tires, rims, brake hoses, brake fluid, seat belt assemblies, lighting equipment, glazing (automotive glass and plastics), motorcycle helmets, child restraint systems (child safety seats), platform lift systems for the mobility impaired, rear impact guards for trailers, triangular reflective warning devices, and compressed natural gas containers)	OVSCPublic@dot.gov							
Questions about Replica Motor Vehicles (49 CFR Part 586) and Replica Motor vehicles – Annual report (49 CFR 586.12)	OVSCPublic@dot.gov							
Questions about Temporary Import Exemption Application for Vehicles and Equipment (Box 7 on the HS-7 Form) (49 CFR Part 591)	SpecialExemptions@dot.gov							
Questions about Temporary Domestic Exemption Application for Vehicles and Equipment	SpecialExemptions@dot.gov							
Federal motor vehicle safety standards (FMVSS)	https://www.nhtsa.gov/laws- regulations							
NHTSA's Manufacturer Information Database	http://vpic.nhtsa.dot.gov/mid/							
NHTSA's Adapted Vehicle Modifier Identification Database	https://vpic.nhtsa.dot.gov/mid/home/ ModifierSearch							
Government Vehicle Safety Information	https://www.nhtsa.gov/							

Office of Defects Investigation							
Topic	NHTSA Office/Internet	Telephone No.					
Questions about Early Warning Reporting (EWR)	Early Warning Division	(202) 366-4238					
Early Warning Reporting	https://www.nhtsa.gov/vehicle- manufacturers/early-warning-reporting						
Questions about Defects and Recalls	Office of Defects Investigation	(202) 366-5210					
Defects Investigations	https://www.nhtsa.gov/recalls						

Office of Chief Counsel							
Торіс	NHTSA Office/Internet	Telephone No.					
Requests for interpretation of the statutes and regulations administered by NHTSA	Office of Chief Counsel https://www.nhtsa.gov/nhtsa-interpretation-file-search	Requests should be made in writing. See website for instructions.					
NHTSA Chief Counsel interpretive letters	https://www.nhtsa.gov/nhtsa-interpretation-file-search						
NHTSA Statutory Authorities	https://www.nhtsa.gov/laws-regulations	(202) 366-5210					
NHTSA Regulations	https://www.nhtsa.gov/laws-regulations						
Questions about how to designate a U.S. resident as an agent for service of process	Office of Chief Counsel NHTSAAgentInquiries@dot.gov	(202 366-1834					
Suggested method of submission for <i>Designation</i> of Agent for Service of Process 49 CFR Part 551, Subpart D form	http://vpic.nhtsa.dot.gov/MfrPortal/						

# Chapter 15. Additional Resources

In addition to resources listed above, manufacturers may find the resources identified in Table 6 helpful.

Table 6 – Additional Resources

Resource	Contact
Environmental Protection Agency	www.epa.gov
Motorcycle Industry Council	www.mic.org
National Association of Trailer Manufacturers	www.natm.com
Truck Trailer Manufacturers Association	www.ttmanet.org
Recreational Vehicle Industry Association	www.rvia.org
Tire and Rim Association, Inc.	www.us-tra.org
National Truck Equipment Association	www.ntea.com

# Chapter 16. Helpful Hints

# Manufacturer's Statements of Origin or Certificates of Origin

NHTSA is not responsible for titling or registering motor vehicles or for regulating the operation of motor vehicles on public roads in the United States. That is instead the responsibility of the individual States. SomeStates may require a manufacturer's certificate of origin (MCO) or manufacturer's statement of origin (MSO) to register a new motor vehicle. These are not federally required documents. NHTSA, therefore, is not in a position to offer guidance to prospective vehicle manufacturers or vehicle purchasers on obtaining a needed MCO or MSO. For assistance, please contact your State's Department of Motor Vehicles (DMV).

#### Search the United States Code

To search the United States Code, follow this link: <a href="http://uscode.house.gov/">http://uscode.house.gov/</a>

# Search the Code of Federal Regulations

To search the Code of Federal Regulations for regulations administered by NHTSA, follow this link: https://www.ecfr.gov/current/title-49/subtitle-B/chapter-V

# Search the Federal Register

To search the Federal Register, follow this link: <a href="https://www.govinfo.gov/">https://www.govinfo.gov/</a>

# Search NHTSA Interpretations

To search NHTSA Interpretation letters, follow this link: https://www.nhtsa.gov/nhtsa-interpretation-file-search

#### **Test Procedures**

OVSC Test Procedures can be found at the following link: <a href="https://www.nhtsa.gov/vehicle-manufacturers/test-procedures">https://www.nhtsa.gov/vehicle-manufacturers/test-procedures</a>. The OVSC test procedures (TPs) are prepared for the limited purpose of use by contracted independent laboratories conducting compliance tests for the OVSC, and are not rules, regulations, or NHTSA interpretations regarding the meaning of a FMVSS. Compliance of a vehicle or item of motor vehicle equipment is not necessarily guaranteed if the manufacturer limits its certification tests to those described in the TP. The test reports produced as a result of OVSC's testing are likely insufficient to serve as a manufacturer's basis for certification that its vehicle or product conforms to all applicable requirements of a FMVSS.

# Motorcycle and motorcycle frame engineering reports

Engineering reports for motorcycles and motorcycle frames are available on a fee basis through the SAE. See that organization's website at <a href="https://www.sae.org">www.sae.org</a>.

# **Appendices**

# Appendix 1 – Part 551- Designate a permanent resident of the United States as its agent for service of process.

If a foreign manufacturer is designating an agent for the first time and seeks to submit **electronically using NHTSA's Manufacturers Portal**, see Appendix 7 for instructions on how to enter submittals.

If a foreign manufacturer seeks to designate an agent **by mail**, please contact the Part 551 Office at <a href="mailto:NHTSAAgentInquiries@dot.gov">NHTSAAgentInquiries@dot.gov</a>. The Part 551 Office will provide a copy of an Agent Designation form to be printed and instructions for mailing in a completed form.

If a foreign manufacturer is updating existing agent designation information, see Chapter 8 on updating the Part 551 records and Appendix 10 for instructions on how to update existing records on the manufacturer portal using the Manufacturer ID.

# **Required Contents**

Each agent designation submittal must include the following information for a foreign manufacturer:

- The full legal name of the foreign manufacturer;
- The full legal name and title of the foreign manufacturer's authorized representative (this official or employee must have the authority to appoint an agent and sign the designation on behalf of the foreign manufacturer);
- The principal place of business and mailing address of the foreign manufacturer; and
- All trade or brand names, marks, logos, or other designations of origin under which the foreign manufacturer's products will be sold.

A foreign manufacturer must designate a domestic firm or corporation or an individual who is a permanent resident of the United States to serve as an agent for service of process.

If the agent to be designated is <u>a firm or corporation in the United States</u> (not an individual), the submittal must include:

- The full legal name of the agent firm/corporation;
- The full legal name and title of the agent's authorized representative (this official or employee must have the authority to sign for the agent firm/corporation);
- The principal place of business and mailing address of the agent firm/corporation; and
- The telephone number of the agent firm/corporation.

If the agent to be designated is an individual residing in the United States:

- The full legal name of the agent;
- The full legal name and the title of the agent's authorized representative (the name of the agent's authorized representative must be the same as the full legal name of the agent);
- The mailing address of the agent; and
- The telephone number of the agent.

#### Review Process

After the NHTSA Part 551 Office receives an electronic or hard copy of the agent designation form, it will conduct a preliminary review of the submission. The Part 551 Office reviews the submission for accuracy, consistency, and completeness with the regulatory requirements and existing records in the database.

After the Part 551 Office completes a preliminary review of the online submittal, the manufacturer will receive an email from <a href="manufacturerinfo@dot.gov">manufacturerinfo@dot.gov</a> with instructions for sending a signed copy of the designation form.

NHTSA must receive a copy of the online submission that is signed by the foreign manufacturer's authorized representative and the agent's authorized representative. The foreign manufacturer's authorized representative must sign and date the designation, and the agent (or agent's authorized representative) must sign and date the acceptance of the designation. The date of acceptance by an agent must be on or after the date of designation by the foreign manufacturer.

After the Part 551 Office reviews the signed copy of the online submittal, the manufacturer will receive a signed Part 551 compliance letter from the NHTSA Office of the Chief Counsel.

# **Contact Information and Other Resources**

For further assistance or with questions about the requirements of Part 551, Subpart D, please contact the Part 551 Office at <a href="mailto:NHTSAAgentInquiries@dot.gov">NHTSAAgentInquiries@dot.gov</a>.

Additional information on the agent designation process can be found at:

- 49 CFR Part 551 Subpart D Designation of an Agent for Service of Process: <a href="https://www.ecfr.gov/current/title-49/subtitle-B/chapter-V/part-551/subpart-D">https://www.ecfr.gov/current/title-49/subtitle-B/chapter-V/part-551/subpart-D</a>
- NHTSA Designation of Agents: <a href="https://www.nhtsa.gov/es/importing-vehicle/designation-agents">https://www.nhtsa.gov/es/importing-vehicle/designation-agents</a>
- vPIC Frequently Asked Questions: <a href="https://vpic.nhtsa.dot.gov/mfrportal/home/faq">https://vpic.nhtsa.dot.gov/mfrportal/home/faq</a>

# Appendix 2 - Sample spreadsheet format to calculate a VIN check digit

POSITION	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	
CURRENT VIN	1	Z	9	р	e	5	5	0	6	9	S	3	5	5	0	0	1	Your VIN
CONVERT TO NUMBER	1	9	9	7	5	5	5	0		9	2	3	5	5	0	0	1	
MULTIPLIER	8	7	6	5	4	3	2	10		9	8	7	6	5	4	3	2	
RESULT	8	63	54	35	20	15	10	0		81	16	21	30	25	0	0	2	380
DIVIDE																		11
TRUNCATED																		34
REMAINDER																		6

# Appendix 3 – Part 565 Vehicle Identification Number

#### **Trailers**

# Sample VIN Deciphering Submission – USA Trailer Company

Date: July 4, 20XX

Administrator

National Highway Traffic Safety Administration

Attention: VIN Coordinator

RE: Vehicle Identification Number Deciphering Information

In accordance with 49 CFR Part 565, *Vehicle Identification Number Requirements*, USA Trailer Company, Inc. is submitting information necessary to decipher the characters contained in its Vehicle Identification Numbers.

USA Trailer Company, Inc. is a low-volume trailer manufacturer assigned WMI: 1Z9/400. If you have anyquestions, please contact me at (555) 555-0000.

Sincerely,

John Doe USA Trailer Company, Inc. 345 Main St. Anywhere, USA

# Sample VIN Deciphering Submission – USA Trailer Company

(Note: In assigning letter or number codes,  $\underline{\textbf{NEVER USE}}$  the letters  $\underline{\textbf{I}}$ ,  $\underline{\textbf{O}}$ , or  $\underline{\textbf{O}}$ . The letters  $\underline{\textbf{U}}$  and  $\underline{\textbf{Z}}$  and the digit 0 are not allowed in position 10 for Model Year)

VIN Deciphering								
1st Section								
Position 1	WMI	1 (as assigned by SAE International)						
Position 2	WMI	Z (as assigned by SAE International)						
Position 3	WMI	9 (as assigned by SAE International)						
2nd Section								
Position 4	Trailer Connection Type (the trailer to towing vehicle connection type)  Trailer Make: "USA Trailer"	1=Ball Type Pull 2=Pintle Hitch 3=Gooseneck 4=Straight Semi 5=Fifth Wheel 6=Kingpin 7=Bumper Pull 8=Other						
Position 5	Trailer Body Type	A=Flatbed or Platform Trailer B=Grain, Chip, or Gravel Trailer C=Utility Trailer D=Live Animal Trailer E=Box or Van Enclosed Trailer F=Tank Trailer						
Position 6 & 7	Trailer Length (the coding can reflect the actual trailer length in feet)	06=6 feet long 09=9 feet long 26=26 feet long 31=31 feet long 40=40 feet long						
Position 8	Axle configuration	1=Single Axle 2=2 Axles 3=3 Axles						
3rd Section								
Position 9	Check Digit	Calculated See 49 CFR 565.15(c)						
4th Section								
Position 10	Model Year	R=2024 S=2025 T=2026						
Position 11	Plant of Manufacture	A=Baltimore, MD, USA – Main Plant B=Flint, MI, USA – Flint Plant L=Landing, MI, USA, GMNA M=Lordstown, OH, USA						
Position 12	WMI	4 (as assigned by SAE International)						
Position 13	WMI	0 (as assigned by SAE International)						
Position 14	WMI	0 (as assigned by SAE International)						
Position 15								
Position 16	Sequential numbers assigned by the manufacturer							
Position 17	7							

### **Motorcycles**

# Sample VIN deciphering submission – USA Motorcycle Company

Date: July 4, 20XX

Administrator

National Highway Traffic Safety Administration

Attention: VIN Coordinator

RE: Vehicle Identification Number Deciphering Information for MY20XX vehicles

In accordance with 49 CFR Part 565, *Vehicle Identification Number Requirements*, USA Motorcycle Company, Inc. is submitting information necessary to decipher the characters contained in its Vehicle Identification Numbers for MY20XX vehicles.

USA Motorcycle Company, Inc. is a low-volume motorcycle manufacturer assigned WMI: 1Z9/401. If you have any questions, please contact me at (555) 555-0000.

Sincerely,

John Doe USA Motorcycle Company, Inc. 345 Main St. Anywhere, USA

# Sample VIN deciphering submission – USA Motorcycle Company

(Note: In assigning letter or number codes, NEVER USE the letters I, O, or Q. The letters U and Z and the digit 0 are not allowed in position 10 for Model Year)

	VIN Deciphering				
1st Section					
Position 1	WMI	1 (as assigned by SAE International)			
Position 2	WMI	Z (as assigned by SAE International)			
Position 3	WMI	9 (as assigned by SAE International)			
2nd Section	I				
Position 4	Make	R=USA MOTORCYCLE			
Position 5	Line or Model	A=Winner A B=Winner B C=Winner C			
Position 6	Type of Motorcycle	1=Scooter 2=Sport Bike 3=Cruiser 4=Touring/Sport Touring 5=Street 6=Dual Sport/Adventure/Supermoto/On-Off Road 7=Moped 8=Three-Wheeled Motorcycle (2 Rear Wheels) 9=Enclosed Three Wheeled or Enclosed Autocycle [1 Rear Wheel] 10=Unenclosed Three Wheeled or Open Autocycle [1 Rear Wheel]			
Position 7	Engine Type	D=single cylinder, 49cc, 4 stroke, gasoline E=single cylinder, 149cc, 4 stroke, gasoline F=V-2, 1084cc, 4 stroke, gasoline G=Electric, Lithium-Ion Battery, Power: 8kW, Battery Voltage: 72V, Battery Energy: 7kWh, Battery Current: 100Ah			
Position 8	Net Brake HP	1=1hp 2=3hp 3=5hp 4=75hp 5=99hp			
3rd Section					
Position 9	Check Digit	Calculated See 49 CFR 565.15(c)			
4th Section					
Position 10	Model Year	R=2024 S=2025 T=2026			
Position 11	Plant of Manufacture	A=Baltimore, MD, USA – Main Plant B=Flint, MI, USA – Flint Plant			
Position 12	WMI	4 (as assigned by SAE International)			
Position 13	WMI	0 (as assigned by SAE International)			
Position 14	WMI	1 (as assigned by SAE International)			
Position 15					
Position 16	Sequential numbers assigne	Sequential numbers assigned by the manufacturer			
Position 17					

### Multipurpose Passenger Vehicles

### Sample VIN deciphering submission – USA MPV Company

Date: July 4, 20XX

Administrator

National Highway Traffic Safety Administration

Attention: VIN Coordinator

RE: Vehicle Identification Number Deciphering Information for MY20XX vehicles

In accordance with 49 CFR Part 565, *Vehicle Identification Number Requirements*, USA MPV Company, Inc. is submitting information necessary to decipher the characters contained in its Vehicle Identification Numbers for MY20XX vehicles.

USA MPV Company, Inc. is a high-volume MPV manufacturer assigned WMI: 1XZ. If you have anyquestions, please contact me at (555) 555-0000.

Sincerely,

John Doe USA MPV Company, Inc. 345 Main St. Anywhere, USA

# Sample VIN deciphering submission – USA MPV Company

(Note: In assigning letter or number codes, NEVER USE the letters I, O, or Q. The letters U and Z and the digit 0 are not allowed in position 10 for Model Year)

		VIN Deciphering		
1st Section				
Position 1	WMI	1 (as assigned by SAE International)		
Position 2	WMI	X (as assigned by SAE International)		
Position 3	WMI	Z (as assigned by SAE International)		
2nd Section				
Positions 4 -8		See Chart 1		
3rd Section				
Position 9	on 9 Check Digit Calculated See 49 CFR 565.15(c)			
4th Section				
Position 10	Model Year	R=2024 S=2025 T=2026		
Position 11	Plant of Manufacture	A=Baltimore, MD, USA – Main Plant B=Flint, MI, USA – Flint		
Position 12				
Position 13				
Position 14	Sequential numbers assigned by the manufacturer			
Position 15				
Position 16				
Position 17				

Chart 1				
Positions 4-8	RP1A3	RP1B3	RP1C3	
Make	USA MPV	USA MPV	USA MPV	
Line or Model	Craggy1	Craggy2	Craggy3	
Series/Trim	Base	Sport	Premium	
Body Type	5-Door Compact SUV	4-Door Mid-size SUV	4-Door Large SUV	
Engine Type	Fuel Type: PHEV (Electric/gas) Displacement: 1.6L Engine Config: Inline # of cylinders: 4 Net Brake Hp: 240 hp Battery Type: Li-PB Motor Power: 66.9kW Battery Voltage: 360V Battery Current: 38.3Ah	Fuel Type: Electric (BEV) Battery Type: Lithium-Ion Net Brake Hp: 516 hp Motor Power: 160kW Battery Voltage: 697V Battery Energy: 99kWh Battery Current: 120Ah	Fuel Type: Gasoline Displacement: 4.4L Engine Config: V-shaped # of cylinders: 8 Net Brake Hp: 631 hp	
GVWR Class	С	С	С	
C = Greater than	1814 kg. to 2268 kg. (4,001–5,00	00 lbs.)		
Restraint Front	1	1	1	
1 = Seat Belt, Air Bag, Side Air Bag, and Side Curtain Air Bag (Driver and Passenger)				
Restraint Mid	2	2	2	
Restraint Rear	2	2	2	
2 = Seat Belt and	Side Curtain Air Bag	•	•	

### Passenger Cars

### Sample VIN Deciphering Submission – USA Passenger Car Company

Date: July 4, 20XX

Administrator

National Highway Traffic Safety Administration

Attention: VIN Coordinator

RE: Vehicle Identification Number Deciphering Information for MY20XX vehicles

In accordance with 49 CFR Part 565, *Vehicle Identification Number Requirements*, USA Passenger Car Company, Inc. is submitting information necessary to decipher the characters contained in its Vehicle Identification Numbers for MY20XX vehicles.

USA Passenger Car Company, Inc. is a high-volume passenger car manufacturer assigned WMI: 1JX. If you have any questions, please contact me at (555) 555-0000.

Sincerely,

John Doe USA Passenger Car Company, Inc. 345 Main St. Anywhere, USA

# Sample VIN Deciphering Submission – USA Passenger Car Company

(Note: In assigning letter or number codes, NEVER USE the letters I, O, or Q. The letters U and Z and the digit 0 are not allowed in position 10 for Model Year)

	VI	N Deciphering		
1st Section				
Position 1	WMI	1 (as assigned by SAE International)		
Position 2	WMI	J (as assigned by SAE International)		
Position 3	WMI	X (as assigned by SAE International)		
2nd Section				
Positions 4 to 8		See Chart 1		
3rd Section				
Position 9	Check Digit Calculated See 49 CFR 565.15(c)			
4th Section				
Position 10	Model Year	R=2024 S=2025 T=2026		
Position 11	Plant of Manufacture	A=Baltimore, MD, USA – Main Plant B=Flint, MI, USA – Flint Plant		
Position 12				
Position 13				
Position 14	Sequential numbers assigned by the manufacturer			
Position 15	Sequential numbers assign	ica oy tile manufacturer		
Position 16	7			
Position 17				

Chart 1				
Positions 4-8	RP1A3	RP1B3	RP1C3	
Make	USA Car	USA Car	USA Car	
Line or Model	Super1	Super2	Super3	
Series/Trim	Limited	Sport	SE	
Body Type	2 Door Coupe	3 Door Hatchback	4 Door Sedan	
Engine Type	Fuel Type: Gasoline Displacement: 2.4L Engine Config: Inline # of cylinders: 4 Net Brake Hp: 228 hp	Fuel Type: Electric (BEV) Battery Type: Li-PB Net Brake Hp: 516 hp Motor Power: 272kW Battery Voltage: 523V Battery Energy: 94.5kWh Battery Current: 166.8Ah	Fuel Type: MHEV (Gas/Electric) Displacement: 3.5L Engine Config: V-shaped # of cylinders: 6 Net Brake Hp: 410 hp Battery Type: Li-PB Motor Power: 12.2kW Battery Voltage: 45V Battery Current: 9.8Ah	
Restraint Front	1	1	1	
1 = Seat Belt, Air Bag, Side Air Bag, and Side Curtain Air Bag (Driver and Passenger)				
Restraint Mid	N/A	N/A	N/A	
Restraint Rear	2	2	2	
2 = Seat Belt and Side Curtain Air Bag				

### Replica Passenger Cars

## Sample VIN Deciphering Submission – Another Shelby Car Company

Date: July 4, 20XX

Administrator National Highway Traffic Safety Administration

Attention: VIN Coordinator

RE: Vehicle Identification Number Deciphering Information for MY20XX vehicles

In accordance with 49 CFR Part 565, *Vehicle Identification Number Requirements*, Another Shelby Car Company, Inc. is submitting information necessary to decipher the characters contained in its Vehicle Identification Numbers for MY20XX vehicles.

Another Shelby Car Company, Inc. is a replica and low volume passenger car manufacturer assigned WMI: 1J9 293. If you have any questions, please contact me at (555) 555-0000.

Sincerely,

John Doe Another Shelby Car Company, Inc. 345 Main St. Anywhere, USA

# Sample VIN Deciphering Submission – Replica Vehicle Manufacturer

(Note: In assigning letter or number codes, NEVER USE the letters I, O, or Q. The letters U and Z and the digit 0 are not allowed in position 10 for Model Year)

		VIN Deciphering	
1st Section			
Position 1	WMI	1 (as assigned by SAE International)	
Position 2	WMI	J (as assigned by SAE International)	
Position 3	WMI	9 (as assigned by SAE International)	
2nd Section			
Positions 4 to 8		See Chart 1	
3rd Section	-		
Position 9	Check Digit Calculated See 49 CFR 565.15(c)		
4th Section		1	
Position 10	Model Year	R=2024 S=2025 T=2026	
Position 11	Plant of Manufacture	A=Minot ND, USA – Main Plant	
Position 12	WMI	2 (as assigned by SAE International)	
Position 13	WMI	9 (as assigned by SAE International)	
Position 14	WMI	3 (as assigned by SAE International)	
Position 15		1	
Position 16		quential Number Assigned by the Manufacturer	
Position 17	Sequential Pathoet Assigned by the Manufacturer		

Chart 1	
Positions 4-8	XLR8R
Original Make, Model and Model Year	Shelby Cobra 1965
Replica Make, Line or Model and Series	Another Cobra Super 1
Replica Body Type	2 Door Convertible
Engine Type	Fuel Type: Gasoline Displacement: 5.0L Engine Config: V8 # of cylinders: 8 Net Brake Hp: 440 hp
Restraint Front	1
1=Seat Belts	
Restraint Mid	NA
Restraint Rear	NA

### Sample manufacturer's certification label for a motorcycle/motor-driven cycle

MFD BY: USAMOTORCYCLE MANUFACTURERS, INC. DATE OF MFG: 03/09 GVWR: 271 KG(598 LB)

**WITHTIRES** RIMS AT COLD **FRONTGAWR** 120/70R18 59V 18XMT3.00 290 KPA(42 PSI) 110 KG(243 LB) WITH TIRES RIMS AT COLD REAR GAWR 17XMT4.00 290 KPA(42 PSI) 160/60R1769V 161 KG(355LB)

THIS VEHICLE CONFORMSTO ALL APPLICABLE FEDERAL MOTOR VEHICLE SAFETYSTANDARDS IN EFFECT ON THE

DATE OF MANUFACTURE SHOWN ABOVE.

XXXXXXXXXXXXXXX TYPE: MOTORCYCLE

## Sample manufacturer's certification label for a trailer

MFD BY: USATRAILERMANUFACTURERS, CO. DATE OF MFG: 03/09 GVWR: 8,164 KG (18,000 LB)

**RIMS AT** FRONTGAWR **WITH TIRES** COLD

4,354 KG (9,600 LB) 11R17.5HC(H) 17.5X8.25HC 827 KPA(120PSI)SINGLE **REAR GAWR** WITHTIRES RIMS AT COLD 4,354 KG (9,600 LB) 11R17.5HC(H) 17.5X8.25HC 827 KPA (120 PSI)SINGLE

THIS VEHICLE CONFORMS TO ALL APPLICABLE FEDERAL MOTOR VEHICLE SAFETYSTANDARDS IN EFFECT ON THE

DATE OF MANUFACTURE SHOWN ABOVE.

VIN: XXXXXXXXXXXXXXXXX **TYPE: TRAILER** 

### Sample manufacturer's certification label for a low-speed vehicle

GVWR: 1260 KG (2778 LB) MANUFACTURED BY: USALOW SPEED VEHICLES, INC. DATE OF MFD: 03/09

FRONT GAWR WITHTIRES RIMS COLD AT

10 x 6JA 630 KG (1389 LB) 20.5 X 8.0 - 10 B 240 KPA(35 PSI) SINGLE

REAR GAWR WITH TIRES RIMS COLD

20.5 X 8.0 - 10 B 10 x 6JA 240 KPA (35 PSI) SINGLE 630 KG (1389 LB)

THIS VEHICLE CONFORMS TO ALL APPLICABLE FEDERAL MOTOR VEHICLE SAFETY STANDARDS IN EFFECT ON THE

DATE OF MANUFACTURE SHOWN ABOVE.

VIN XXXXXXXXXXXXXXX TYPE: LOW-SPEED VEHICLE

## Sample manufacturer's certification label for a multipurpose passenger vehicle

MFD BY: USAMPV MANUFACTURERS, INC. DATE OF MFG: 03/09

GVWR: 2,745 KG (6,052 LB)

FRONTGAWR WITH TIRES COLD **RIMS AT** 1,339 KG (2,952 LB) 225/65R16 250 KPA (36 16X6.5 **REAR GAWR** WITH TIRES PSI) **RIMS AT** COLD

1,407 KG (3,102LB) 225/65R16

THIS VEHICLE CONFORMS TO ALL APPLICABLE FEDERAL MOTOR VEHICLE SAFETY AND THEFT PREVENTION

STANDARDS IN EFFECTON THE DATE OF MANUFACTURE SHOWN ABOVE.

VIN: XXXXXXXXXXXXXXXXX TYPE: MPV

### Sample manufacturer's certification label for a truck (GVWR < 6,000 lbs.)

MFD BY: USA TRUCK MANUFACTURERS, INC. DATE OF MFG: 03/16 GVWR: 2541 KG (5602 LB)

FRONT GAWR WITH TIRES RIMS AT COLD

1293 KG (2850 LB) 215/70R15 15X6 250 KPA (36 PSI) SINGLE

REAR GAWR WITH TIRES RIMS AT COLD

1339 KG (2950 LB) 215/70R15 15X6 250 KPA (36 PSI) SINGLE

THIS VEHICLE CONFORMS TO ALL APPLICABLE FEDERAL MOTOR VEHICLE SAFETY AND THEFT PREVENTION STANDARDS IN EFFECT ON THE DATE OF MANUFACTURE SHOWN ABOVE.

## Sample manufacturer's certification label for a truck (GVWR≥6,000 lbs.)

MFD BY: USA TRUCK MANUFACTURERS, INC. DATE OF MFG: 03/16 GVWR: 4083 KG (9000 LB)

FRONT GAWR WITH TIRES RIMS AT COLD

2359 KG (5200 LB) LT265/70R17E 17X8.0 410 KPA (60 PSI) SINGLE

REAR GAWR WITH TIRES RIMS AT COLD

2727 KG (6010 LB) LT265/70R17E 17X8.0 485 KPA (70 PSI) DUAL

THIS VEHICLE CONFORMS TO ALL APPLICABLE FEDERAL MOTOR VEHICLE SAFETY AND THEFT PREVENTION STANDARDS IN EFFECT ON THE DATE OF MANUFACTURE SHOWN ABOVE.

## Sample manufacturer's information label for an incomplete vehicle

INCOMPLETE VEHICLE MFD BY: USA TRUCK MANUFACTURERS, INC. 03/16

GVWR: 2650 KG (5842 LB)
FRONT GAWR: 1350 KG (2976 LB)
REAR GAWR: 1300 KG (2866 LB)

VIN: XXXXXXXXXXXXXXXXX

03/16

THIS VEHICLE WAS ALTERED BY: USA TRUCK MANUFACTURERS, INC. DATE ALTERED: 03/16

GVWR: 5003 KG (11030 LB)

FRONT GAWR WITH TIRES RIMS AT COLD

2000 KG (4409 LB) LT215/85R16 16X5.5J 420 KPA (61 PSI) SINGLE

REAR GAWR WITH TIRES RIMS AT COLD

3502 KG (7721 LB) LT215/85R16 16X5.5J 420 KPA (61 PSI) SINGLE

THIS VEHICLE WAS ALTERED BY USA TRUCK MANUFACTURERS INC IN 03/16 AND AS ALTERED IT CONFORMS TO ALL APPLICABLE FEDERAL MOTOR VEHICLE SAFETY STANDARDS AFFECTED BY THE ALTERATION AND IN EFFECT IN 03/16.

### Final-stage manufacturer's label for a truck

MFD BY: USA TRUCK MANUFACTURERS, INC.

GVWR: 4083 KG (9000 LB)

FRONT GAWR WITH TIRES RIMS AT COLD

2359 KG (5200 LB) LT265/70R17E 17X8.0 410 KPA (60 PSI) SINGLE

REAR GAWR WITH TIRES RIMS AT COLD

2727 KG (6010 LB) LT265/70R17E 17X8.0 485 KPA (70 PSI) DUAL

one of three alternative certification statements:

THIS VEHICLE CONFORMS TO ALL APPLICABLE FEDERAL MOTOR VEHICLE SAFETY STANDARDS IN EFFECT IN 3/16.

[*OR*]

THIS VEHICLE HAS BEEN COMPLETED IN ACCORDANCE WITH THE PRIOR MANUFACTURERS' IVD, WHERE APPLICABLE. THIS VEHICLE CONFORMS TO ALL APPLICABLE FEDERAL MOTOR VEHICLE SAFETY STANDARDS IN EFFECT IN 3/16.

[<mark>OR</mark>]

THIS VEHICLE HAS BEEN COMPLETED IN ACCORDANCE WITH THE PRIOR MANUFACTURERS' IVD, WHERE APPLICABLE, EXCEPT FOR [insert FMVSS(S)]. THIS VEHICLE CONFORMS TO ALL APPLICABLE FEDERAL MOTOR VEHICLE SAFETY STANDARDSIN EFFECT IN 3/16.

## Sample manufacturer's certification label for a passenger car 57

MFD BY: PASSENGER CAR COMPANY, INC. DATE OF MFD: 03/16

**GVWR: 1918 KG (4228 LB)** 

FRONT GAWR 1026 KG (2262 LB) REAR GAWR 921 KG (2030 LB)

THIS VEHICLE CONFORMS TO ALL APPLICABLE FEDERAL MOTOR VEHICLE SAFETY, BUMPER, AND

THEFT STANDARDS IN EFFECT ON THE DATE OF MANUFACTURE SHOWN ABOVE.

VIN: XXXXXXXXXXXXXXXXX **TYPE: PASSENGER** 

# Sample replica manufacturer's certification label for a replica passenger car

MFD BY: REPLICA CAR COMPANY, INC. DATE OF MFD: 08/25

**GVWR: 1918 KG (4228 LB)** 

FRONT GAWR 1026 KG (2262 LB) REAR GAWR 921 KG (2030 LB)

THIS REPLICA MOTOR VEHICLE IS EXEMPT FROM THE FOLLOWING FEDERAL MOTOR VEHICLE SAFETY. THEFT PREVENTION. AND BUMPER STANDARDS IN EFFECT ON 08/2025 FOR PASSENGER CARS: FMVSS 101, 102, 108, 111, 126, 135, 138, 201, 202A, 208, 214, 216A, 226, 301, AND 401.

VIN: XXXXXXXXXXXXXXXXX **TYPE: PASSENGER** 

# Sample replica manufacturer's alternative certification label for a replica passenger car

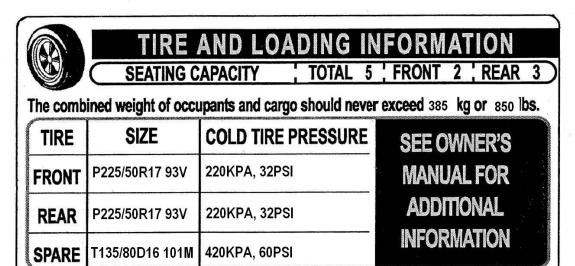
MFD BY: REPLICA CAR COMPANY, INC. DATE OF MFD: 08/25

**GVWR: 1918 KG (4228 LB)** 

FRONT GAWR 1026 KG (2262 LB) REAR GAWR 921 KG (2030 LB)

THIS REPLICA MOTOR VEHICLE IS EXEMPT FROM THE FEDERAL MOTOR VEHICLE SAFETY, THEFT PREVENTION, AND BUMPER STANDARDS IN EFFECT ON 08/2025 FOR PASSENGER CARS THAT ARE LISTED ON THE LABEL FOUND IN [ insert location of label listing standards that the vehicle is exempt froml.

VIN: XXXXXXXXXXXXXXXXX **TYPE: PASSENGER** 



<sup>57</sup> Note that tire information is omitted and is moved to the Tire Placard. See 49 CFR 571.110 paragraph S4.3

# Appendix 5 – Certification Label suppliers

NHTSA does not endorse any of the listed suppliers.

Name	Telephone	Website/E-mail
VINEZE LLC 8315 FOOTHILL BLVD, SUITE D SUNLAND, CA 91040	818-686-5416	https://www.vineze.com info@vineze.com
DEC-O-ART, INC. 3914 LEXINGTON PARK DR ELKHART, IN 46514	800-225-6879	www.dec-o-art.com
MOLL PRINTING CO. 101 2 LINN ST SIKESTON, MO 63801	573-472-1848	www.mollprinting.com
PROVEN GRAPHICS, INC. 120 WESTVIEW PARK PLACE KALISPELL, MT 59901	800-477-7265	www.provengraphics.com
Ancor Information Management 2360 Bellingham road Troy, MI 48083	248-740-8866	https://www.ancorinfo.com
IMAGETEK LABELS 280 CLINTON ST. SPRINGFIELD, VT 05156	866-403-5223	www.imageteklabels.com sales@imageteklabels.com
GRAND RAPIDS LABELS 2351 OAK INDUSTRIAL DR NE, GRAND RAPIDS, MI 49505	616-459-8134	https://www.grlabel.com
CCL Industries 17700 Foltz Pkwy Strongsville, OH 44149	440-878-7000	https://www.ccldesign.com

# Appendix 6 - How to Search NHTSA's Manufacturers' Information Database

The Manufacturer's Information Database (MID) can be found through the NHTSA Product Information and Catalog Listing (vPIC) website available at https://vpic.nhtsa.dot.gov/. vPIC is a consolidated platform that presents data collected within the manufacturer reported data from 49 CFR Parts 551 – 574 for use in a variety of modern tools. NHTSA's vPIC platform is intended to serve as a centralized source for basic Vehicle Identification Number (VIN) decoding, Manufacturer Information Database (MID), Manufacturer Equipment Plant Identification and associated data.

The vPIC home page has resource links pointing towards the Code of Federal Regulations for which data is collected through vPIC Manufacturer Portal. A link to New Manufacturers Handbook can also be found under Resource Links section.

To go to MID website, click the light blue **vPIC MID** button on the right side of the screen.

### Product Information Catalog and Vehicle Listing (vPIC) Powered by

#### Welcome to vPIC

The NHTSA Product Information Catalog and Vehicle Listing (vPIC) is a consolidated platform that presents data collected within the manufacturer reported data from 49 CFR Parts 551 - 595 for use in a variety of modern tools. NHTSA's vPIC platform is intended to serve as a centralized source for basic Vehicle Identification Number (VIN) decoding, Manufacturer Information Database (MID), Manufacturer Equipment Plant Identification and associated data.

vPIC is intended for use on Model Years 1981 and forward. Vehicles prior to 1980's VIN standard are not included in decoding capability for the system vPIC Patterns are based on Vehicle Identification Number (VIN) specifications received from the manufacturers following the 565 standard. le GVWR model Engine Position 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 " VDS: The characters utilized and their placement within the section is determined by the m

For any additional information and questions: Contact NHTSA Manufacturer Helpdesk at manufacturerinfo@dot.gov or 1-888-399-3277

#### Resource Links

More Info >

- NHTSA New Manufacturers Handbook (PDF) Click here to get current version of Adobe Reader)
- 49 CFR Part 551, Subpart D (Foreign manufacturers and importers designation of an agent for service of process)
- 49 CFR Part 565 (Vehicle Identification Number Guidance)
- · 49 CFR Part 566 (Manufacturer Identification Reporting Requirements)
- 49 CFR Part 574 (Tire Identification Number (TIN) Guidance)
- 49 CFR Part 571.106 (Brake Hose Manufacturer Identification)
- 49 CFR Part 571.205 (Glazing Material Manufacturer Identification) · 49 CFR Part 595.6 (Identification for Vehicle Modifier to Enable a Person with Disability to Operate or Ride as a Passenger)
- 49 CFR Part 586 (Replica Motor Vehicles)
- 49 CFR Part 586.12 (Replica Motor Vehicles Annual Report)
- . 49 CFR Part 591 (Temporary Import Exemption Application for VEHICLES (Box 7 on the HS-7 Form))
- . 49 CFR Part 591 (Temporary Import Exemption Application for EQUIPMENT (Box 7 on the HS-7 Form))

#### Manufacturer Portal: Online Web-based Submittal Center

- · Submit new or revised form for
  - VIN Requirements (49 CFR Part 565)
  - Manufacturer Identification (49 CFR Part 566; Routine Identification Data)
  - Designation of U.S. Agent of Service of Process (49 CFR Part 551, Subpart D)
  - Brake Hose Manufacturer Identification (49 CFR Part 571 106)
  - Glazing Material Manufacturer Identification (49 CFR Part 571.205) New Tire Manufacturer Identification (49 CFR Part 574)
  - Retread Tire Manufacturer Identification (49 CFR Part 574)
  - Adapted Vehicle Modifier (49 CFR Part 595)

  - o Replica Motor Vehicles (49 CFR Part 586)
  - Replica Motor Vehicles Annual report (49 CFR Part 586.12)
  - Temporary Import Exemption Application for VEHICLES (Box 7 on the HS-7 Form)

#### MID: Manufacturer Information Database

- · View manufacturer information (Address, Products Manufactured, Makes, Models etc.).
- . View or download documents submitted to NHTSA by Manufacturers as it relates to 49 CFR Part 566, 49 CFR Part 565 and 49 CFR Part 586.
- . Obtain World Manufacturer Identifiers (WMIs) assigned to a manufacturer by SAE and referenced in vPIC
- · Access Equipment plant information and DOT codes for Tire, Brake Hose and Glazing equipment types
- List of Approved Replica Vehicle Manufacturers



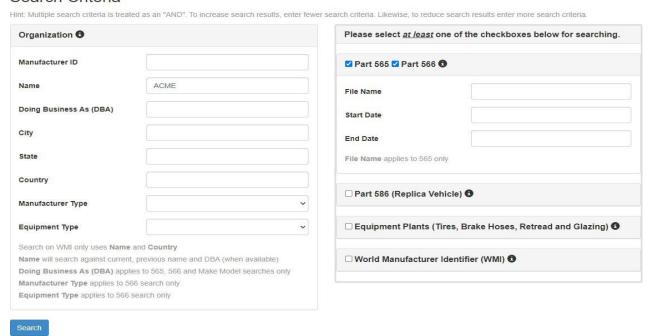
Manufacturer's Information Database (MID) can be searched to:

- View the manufacturer information (Address, Products Manufactured, Makes, etc.) for manufacturers registered with NHTSA.
- View or download documents submitted to NHTSA by manufacturers as it relates to 49 CFR Part 566 (Manufacturer Identification), 49 CFR Part 565 (VIN Deciphering Document), 49 CFR Part 574 (Tire Identification Number (TIN) Guidance), 49 CFR Part 571.106 (Brake Hose Manufacturer Identification), 49 CFR Part 571.205 (Glazing Material Manufacturer Identification) and 49 CFR Part 586 (Replica Motor Vehicles)
- Obtain World Manufacturer Identifiers (WMIs) assigned to a manufacturer assigned by SAE and referenced in vPIC.
- View a list of approved Replica Vehicle Manufacturers.

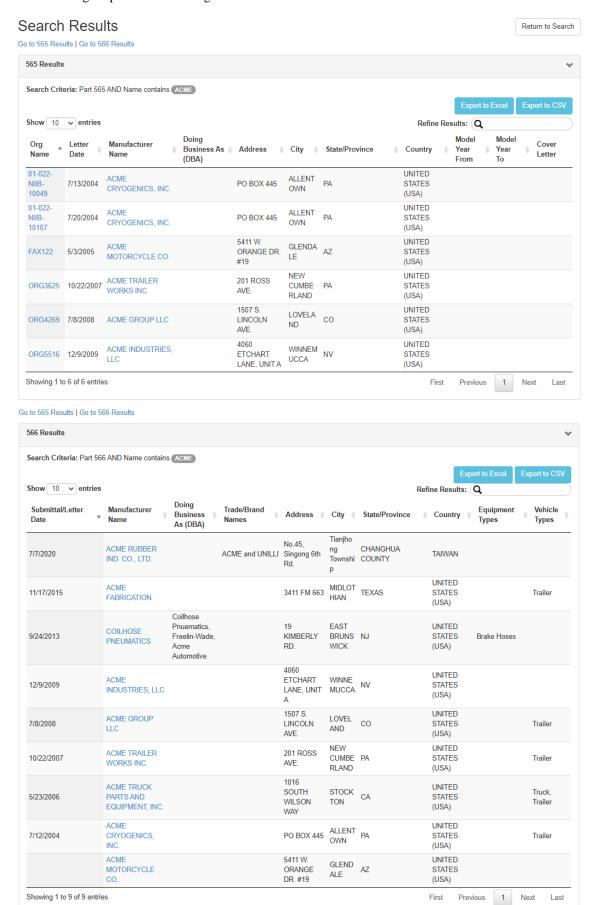
### How to search for Part 566 or Part 565 information:

Manufacturer ID or Name can be used to search for a manufacturer. Manufacturer ID is the unique ID generated by the vPIC system when a manufacturer is registered with NHTSA through the 49 CFR Part 566 process. If you know the ID of the manufacturer you are searching for, use Manufacturer ID as the search criteria to get the results only for that manufacturer. When using Name as the search criteria, it is advisable to use the partial name for getting better results. The check boxes for Part 565 and Part 566 are checked by default. Uncheck these boxes if Part 565 and Part 566 results are not needed as part of the search criteria. In the example below, the Name entered is "ACME" and the Part 565 and Part 566 boxes are checked. Click the blue Search button to get the results.

#### Search Criteria



This search brought up results for all registered manufacturers that has "ACME" somewhere in the name.



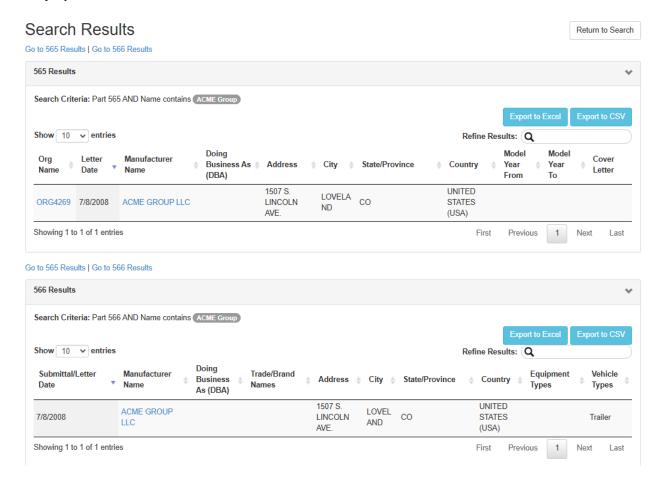
To narrow the search results, select "Return to Search" on the top right corner and add in more specific manufacturer name. "ACME Group" is entered as the *Name* in the example below.

### Search Criteria

Hint: Multiple search criteria is treated as an "AND". To increase search results, enter fewer search criteria. Likewise, to reduce search results enter more search criteria.

Organization 6		Please select <u>at least</u> one of the checkboxes below for searching.	
Manufacturer ID		☑ Part 565 ☑ Part 566 ⑤	
Name	ACME Group	File Name	
Doing Business As (DBA)		Start Date	
City		End Date	
State		File Name applies to 565 only	
Country			
Manufacturer Type	•	□ Part 586 (Replica Vehicle) <b>⑤</b>	
Equipment Type	·	☐ Equipment Plants (Tires, Brake Hoses, Retread and Glazing) <b>⑤</b>	
Search on WMI only uses Name an	d Country		
Name will search against current, pr	revious name and DBA (when available)	□ World Manufacturer Identifier (WMI) <b>⑤</b>	
	to 565, 566 and Make Model searches only		
Manufacturer Type applies to 566 s	search only		
Equipment Type applies to 566 sea	arch only		
Search			

The modified search will return fewer results as shown below. Once the correct search results are found, then by selecting the blue ORG link on the left-hand side, the full submittal can be viewed. Each manufacturer name can be clicked as well to view details pertaining to the company.



Multiple search criteria can be used to search for multiple items at the same time. Simply select the appropriate checkboxes in the title of the section and enter the search criteria. For example, if you enter the *Name*, check the box for *World Manufacturer Identifiers (WMI)* and enter a WMI in the WMI field as shown below, the search results will show the details of the WMI entered as well as the manufacturer information. To increase search results, enter fewer search criteria. Likewise, to reduce search results enter more search criteria.

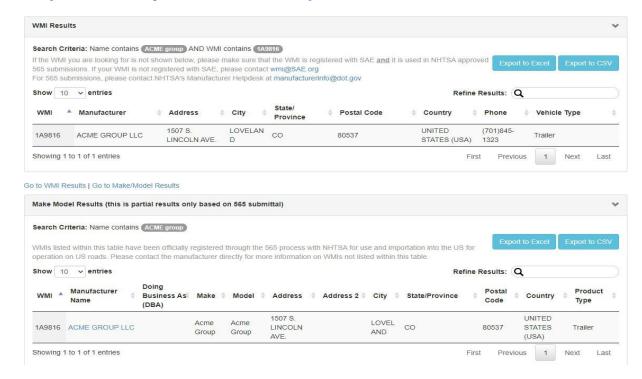
#### Search Criteria

Hint: Multiple search criteria is treated as an "AND". To increase search results, enter fewer search criteria. Likewise, to reduce search results enter more search criteria.

Organization 3		Please select at least	one of the checkboxes below for searching.
Manufacturer ID		☐ Part 565 ☐ Part 566	6
Name	ACME Group	□ Part 586 (Replica V	(ahicla) A
Doing Business As (DBA)		ST art ood (Replica V	cinote) •
City		□ Equipment Plants (	(Tires, Brake Hoses, Retread and Glazing)
State		✓ World Manufacture	er Identifier (WMI) 🐧
Country		WMI	1A9816
Manufacturer Type	~	Product Type	
Equipment Type	<b>v</b>	Make Name	
Search on WMI only uses Name and Country			
Name will search against current, previous name and DBA (when available)  Doing Business As (DBA) applies to 565, 566 and Make Model searches only		Model Name	
Manufacturer Type applies to 566 search only Equipment Type applies to 566 search only			
Equipment Type applies to 500 Sear	CIT OTHY		

The WMI search results page shows the details of the WMI searched for.

WMIs listed within this table have been officially registered through the Part 565 process with NHTSA for use and importation into the US for operation on US roads. If the WMI you are looking for is not shown in the search results, that means the WMI is not submitted to NHTSA through the Part 565 process. For 565 submissions, please contact NHTSA's Manufacturer Helpdesk at <a href="manufacturerinfo@dot.gov">manufacturerinfo@dot.gov</a>. NHTSA only accept WMIs that are registered with SAE International. If your WMI is not registered with SAE, please contact <a href="manufacturerinfo@sae.">wmi@SAE.org</a>.

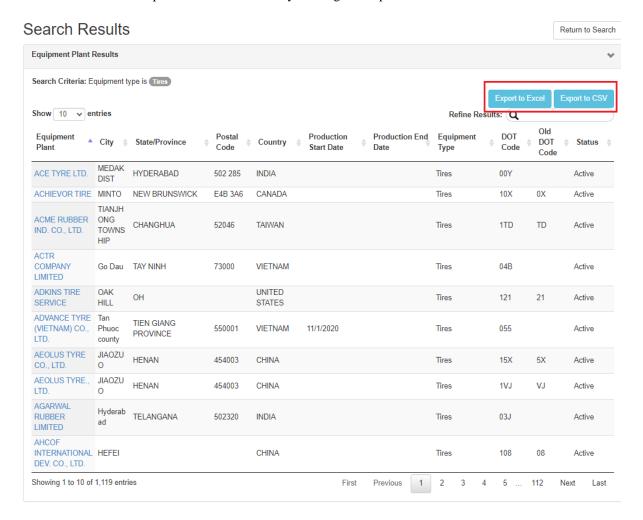


## How to search for DOT Codes or Equipment Plant information:

To search for DOT Codes or equipment plant information, select the box next to *Equipment Plants (Tires, Brake Hoses, Retread and Glazing)*, select an *Equipment Type* and click the blue *Search* button. In the example below, the criteria entered is to search for all Tire manufacturers registered with NHTSA.

#### Search Criteria Hint: Multiple search criteria is treated as an "AND". To increase search results, enter fewer search criteria. Likewise, to reduce search results enter more search criteria Organization 3 Please select at least one of the checkboxes below for searching. Manufacturer ID ☐ Part 565 ☐ Part 566 **1** ☐ Part 586 (Replica Vehicle) € Doing Business As (DBA) Equipment Plants (Tires, Brake Hoses, Retread and Glazing) City State **Equipment Type** Tires Country DOT Code DOT Code applies to both New and Old DOT code Manufacturer Type **Equipment Type** ☐ World Manufacturer Identifier (WMI) ⑤ Search on WMI only uses Name and Country Name will search against current, previous name and DBA (when available) Doing Business As (DBA) applies to 565, 566 and Make Model searches only Manufacturer Type applies to 566 search only Equipment Type applies to 566 search only Search

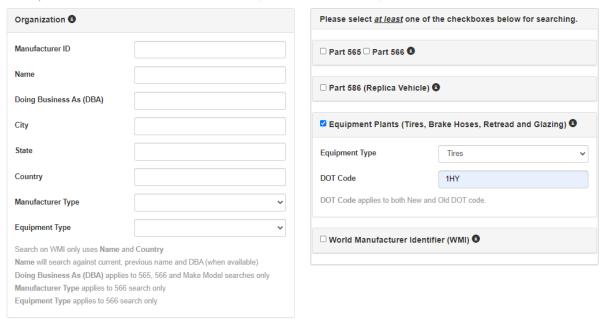
The search results can be exported to Excel or CSV by clicking the respective blue buttons.

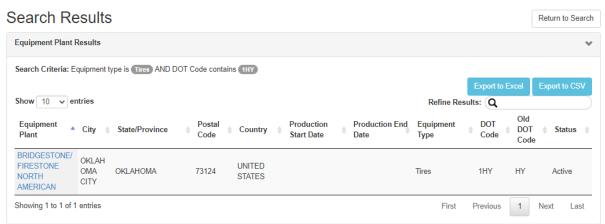


To search the equipment plant information for a specific DOT code, enter the DOT Code as a search criteria.

#### Search Criteria

Hint: Multiple search criteria is treated as an "AND". To increase search results, enter fewer search criteria. Likewise, to reduce search results enter more search criteria.

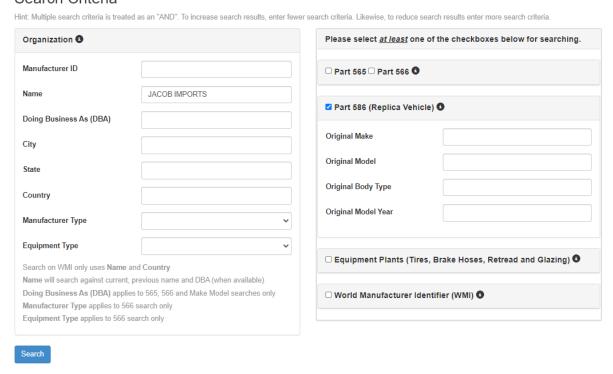




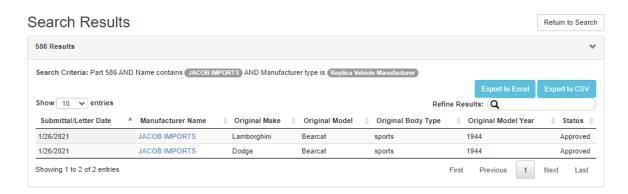
### How to search for Replica Vehicle Manufacturer information:

To search the replica vehicle information for a manufacturer, enter the *Name* or *ID* of the manufacturer, check the Part 586 box on the right-hand side and click the blue *Search* button.

#### Search Criteria

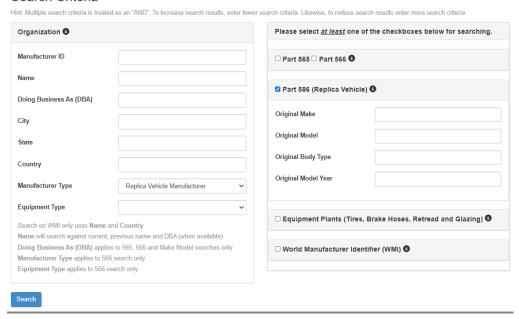


This search will return information about all the replica vehicles submitted by the manufacturer. Click the manufacturer name link to view the registration details of the manufacturer.



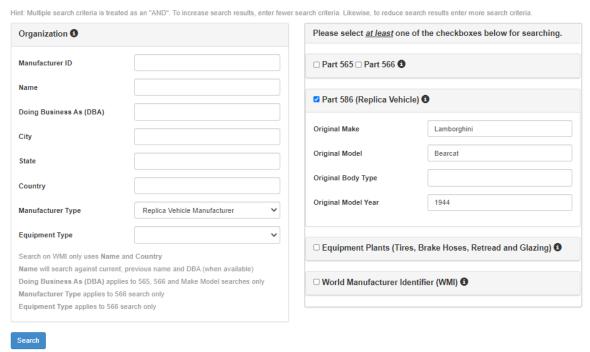
To search the replica vehicle information for all replica vehicle manufacturers registered with NHTSA, select the *Manufacturer Type* as "Replica Vehicle Manufacturer," check the Part 586 box on the right-hand side and click the blue *Search* button.

#### Search Criteria



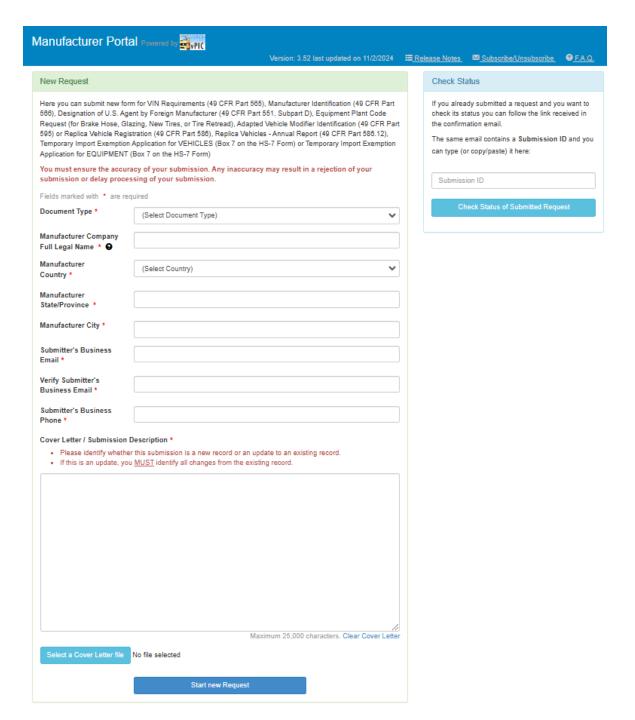
Replica vehicles can also be searched by entering Original Make, Original Model, Original Body Type or Original Model Year as search criteria in the *Part 586 (Replica Vehicle)* section and by selecting *Manufacturer Type* as "Replica Vehi Manufacturer."

#### Search Criteria



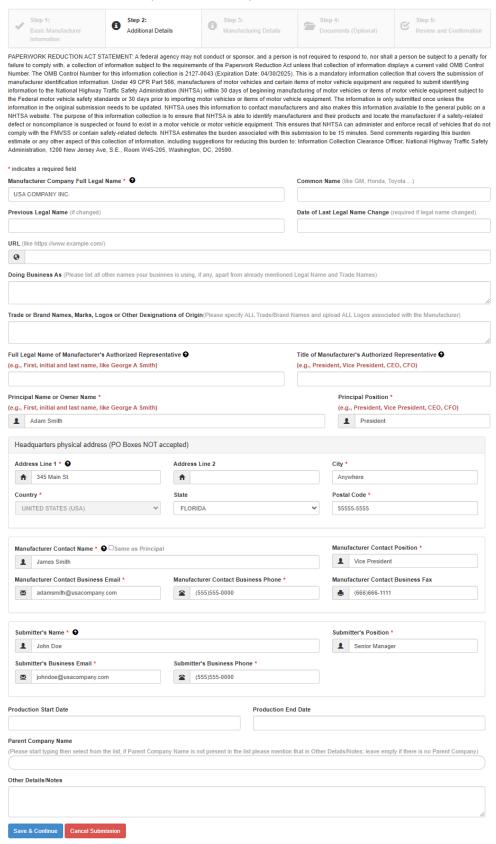
## Appendix 7 - How to enter Submittals using NHTSA's Manufacturers Portal

NHTSA Manufacturer Portal is a system for entering information into NHTSA's database and registering as a NHTSA compliant manufacturer. To enter information into the Portal, first, the document type must be selected. Document types can be seen in a drop-down list and once selected will allow the remainder of the fillable form to be completed. Each section with a red asterisk (\*) must be entered or the form will not allow the user to move forward. The first page of the submittal process is held constant, as shown above. Once that page has been filled out, information requirements change based on which form type is being submitted (i.e. Part 565, Part 566, Part 551, Equipment Plant Code Request (for Brake Hose, Glazing, New Tires, or Tire Retread), Part 595, Part 586, Part 586.12 and Box 7 on the HS-7 Form (VEHICLES and EQUIPMENT).



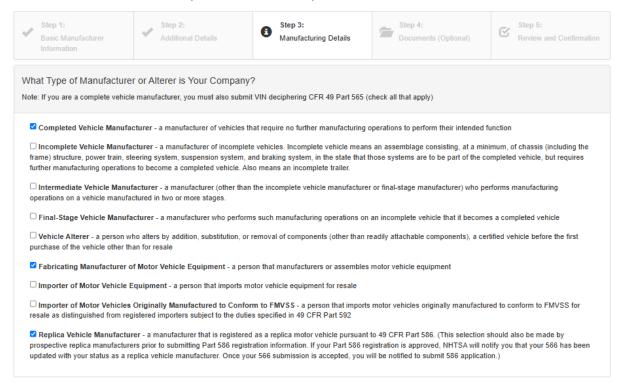
A 566 submittal covers the manufacturer and product information and proceeds as shown below. On top of the page is a guide that shows the progress of the submission as it is completed. The manufacturer must fill out the form below with all required information before moving on to the next section titled, *Manufacturing Details*.

#### Domestic Manufacturers (49 CFR Part 566)

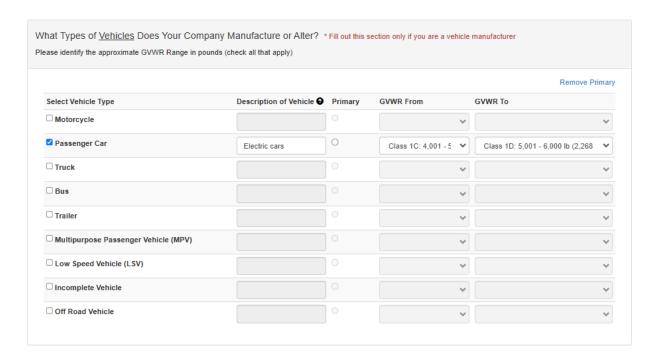


In *Step 3*, the manufacturers must select what type of *manufacturer*, *alterer*, or *importer* their company is. Multiple boxes can be checked as needed. Click the *Save & Continue* button to proceed.

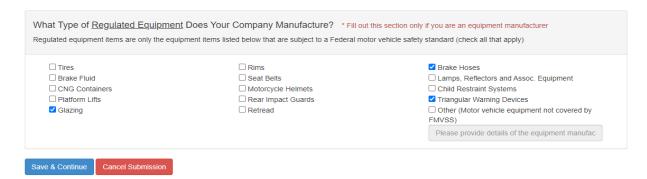
### Domestic Manufacturers (49 CFR Part 566)



Vehicle manufacturers, alterers and importers must select all *Vehicle Types*, *GVWR From* and *GVWR To* range for each Vehicle Type produced, altered, or imported by their company. A brief description of the vehicle is required for Truck, Trailer, Multipurpose Passenger Vehicle (MPV), and Incomplete vehicle types and recommended for other vehicle types.



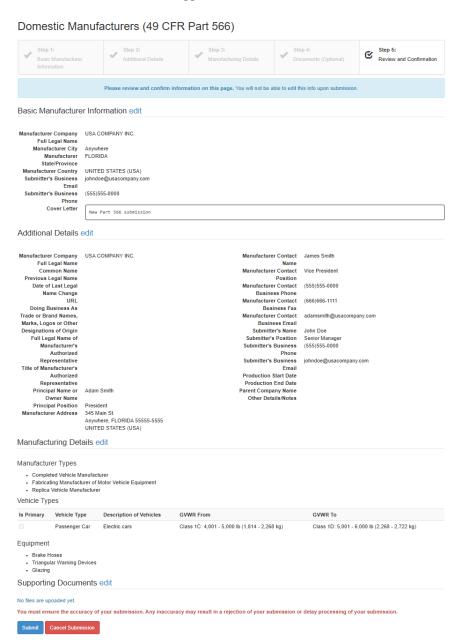
Equipment manufacturers and importers must select all equipment items produced or imported by their company. If the equipment item your company manufacture or import is not in the list of regulated equipment items, you may use the "Other" check box and enter the details of the item in the box provided below.



At *Step 4*, upload any necessary documents that will benefit the submission (for example: company logos, agent certificates etc.). If there are no relevant documents to submit, then this section can be skipped.

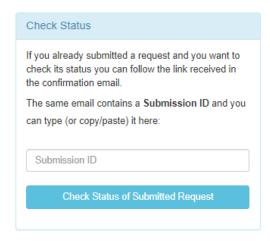


*Step 5* is to review and confirm that all information provided is correct to pursue the registration with NHTSA. Click the *Complete Submission* button to submit the application to NHTSA. You can cancel the submission by clicking the *Cancel Submission* button.



Once a complete application is submitted, a *Submission ID* will be assigned to that application and will be visible on the completion page on portal. The user will receive an email from NHTSA to confirm the reception of the application. This email will have the *Submission ID* and a link to the submission.

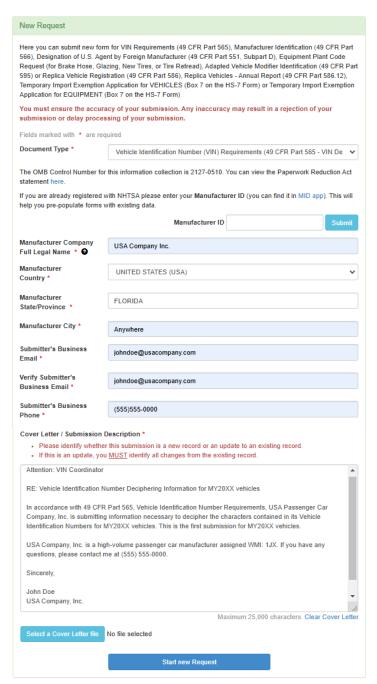
The progress of a submission can be checked at anytime by entering the *Submission ID* into the Check Status box on the right side of the Manufacturer Portal home page. An emailwill be sent to the manufacturer to notify the acceptance or rejection of the submittal. To update an existing 566 record, please follow the instructions here.



# Appendix 8 - How to enter Part 565 Submittal using NHTSA's Manufacturer Portal

To start the VIN Requirements (49 CFR Part 565) submission process through the Portal, select the *Document Type* on the *New Request* page. The manufacturers must enter:

- Company's Full Legal Name, Country, State, City, Business Email Address, and Submitter's Phone Number.
- Under the Cover Letter/Submission Description section, identify whether this is a new submission or an update to
  an existing record. If it is an update, you must identify all the changes from the existing record. If it is a new
  submission, note it as a new submission and copy-and-paste in your company's information in the Cover letter
  box
- An option is available to attach a file for the Cover Letter.
- Hit the blue *Submit New Request* button at the bottom of the screen to continue to the next step.



On the top of the page is a guide that shows the progress of the submission as it is completed. In *Step 2* of the submission process, the manufacturer is required to provide the following information:

- Indicate if it is a New or Update to Existing Document, Model Year From, Model Year To, and Date Available to Public.
- Submitter Name, Submitter Last Name, Submitter Position, and Submitter Business Phone.
- Complete Replica Vehicle fields: Replica Motor Vehicle Make, Replica Motor Vehicle Model, Model year of the original replicated vehicle, and Model year of Replica only if the submission is for Replica Vehicle.

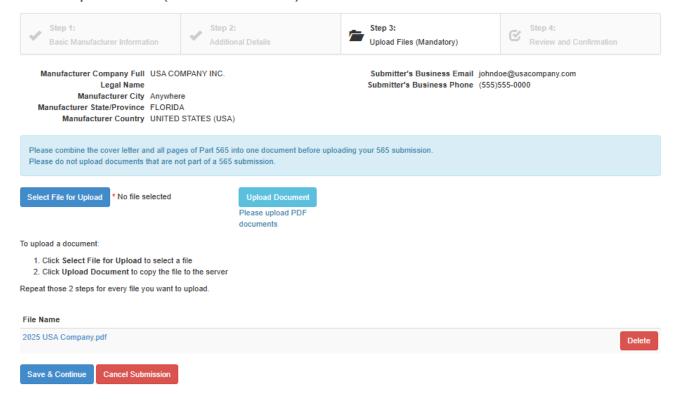
Click on the Save & Continue button to save the information and proceed to the next step.

### VIN Requirements (49 CFR Part 565)

Step 1:  Basic Manufacturer Information	Step 2: Additional Details	Step 3: Upload Files (Mandatory)	Step 4: Review and Confirmation			
PAPERWORK REDUCTION ACT STATEMENT: A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with, a collection of information subject to the requirements of the Paperwork Reduction Act unless that collection of information displays a current valid OMB Control Number. The OMB Control Number for this information collection is 2127-0510 (Expiration Date: 02/28/2026). This is a mandatory information collection that covers submissions of Vehicle Identification Number (VIN) deciphering information. Under 49 CFR Part 565, manufacturers of motor vehicles are required to submit to the National Highway Traffic Safety Administration (NHTSA) VIN-deciphering information whenever the manufacturer creates a new VIN-deciphering scheme or needs to update or otherwise make an amendment to a previously submitted VIN-deciphering scheme. NHTSA uses this information to identify the responsible manufacturer of vehicles that contain a safety-related defect or do not comply with an applicable Federal motor vehicle safety standard, as well as to determine production range, manufacturing plant, or relevant features to help determine the scope of a defect or noncompliance. NHTSA estimates the burden associated with this submission to be 1 hour. Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, National Highway Traffic Safety Administration, 1200 New Jersey Ave, S.E., Room W45-205, Washington, DC, 20590.						
Manufacturer Company Full USA COMPA	NY INC.	Submitter's First Name *	John			
Legal Name Manufacturer City Anywhere Manufacturer State/Province FLORIDA		Submitter's Last Name *	Doe			
Manufacturer Country UNITED STA	TES (USA)	Submitter's Position *	Senior Manager			
		Submitter's Business Email *	johndoe@usacompany.com			
		Submitter's Business Phone *	(555)555-0000			
New or Update to Existing Document	New ○ Update	Complete only if registered as Replic	ca Vehicle Manufacturer			
Model Year From	2025	Replica Motor Vehicle Make				
Model Year To	2026	Replica Motor Vehicle Model				
Date this Part 565 should be published on NHTSA website	04/15/2024	Model year of the original replicated vehicle				
		Model year of the replica				
Save & Continue Cancel Submission						

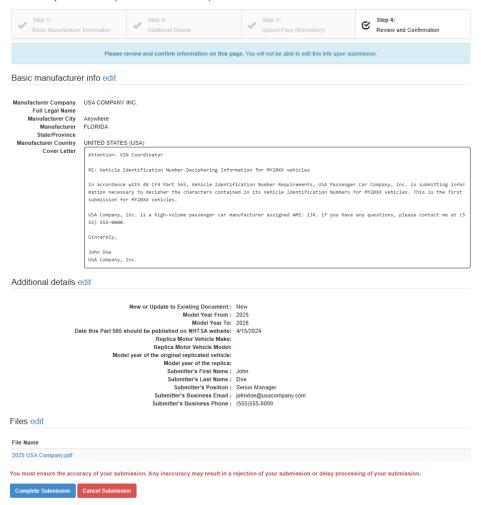
In Step 3 of the submission, the manufacturer must upload the VIN decoding document. The manufacturer can upload one or more documents as needed.

## VIN Requirements (49 CFR Part 565)



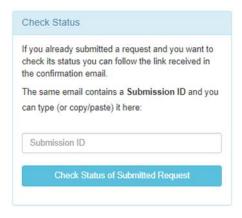
Step 4 of the submission is to review and confirm the information entered. Click the blue *edit* buttons to edit the information entered. If the information is accurate upon review, click the *Complete Submission* button. You can cancel the submission by clicking the *Cancel Submission* button.

#### VIN Requirements (49 CFR Part 565)



Once a complete application is submitted, a *Submission ID* will be assigned to that application and will be visible on the completion page on the portal. The user will receive an email from NHTSA to confirm the reception of the application. This email will have the *Submission ID* and a link to the submission.

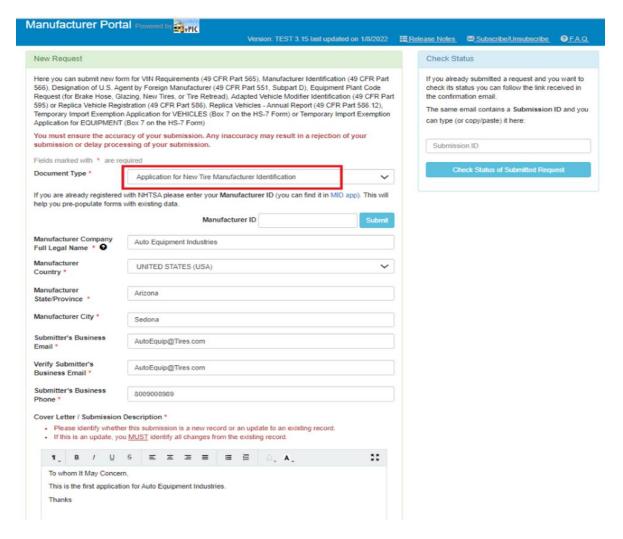
The progress of a submission can be checked at any time by entering the *Submission ID* into *the Check Status* box on the right side of the Manufacturer Portal home page. An email will be sent to the manufacturer to notify the acceptance or rejection of the submittal.



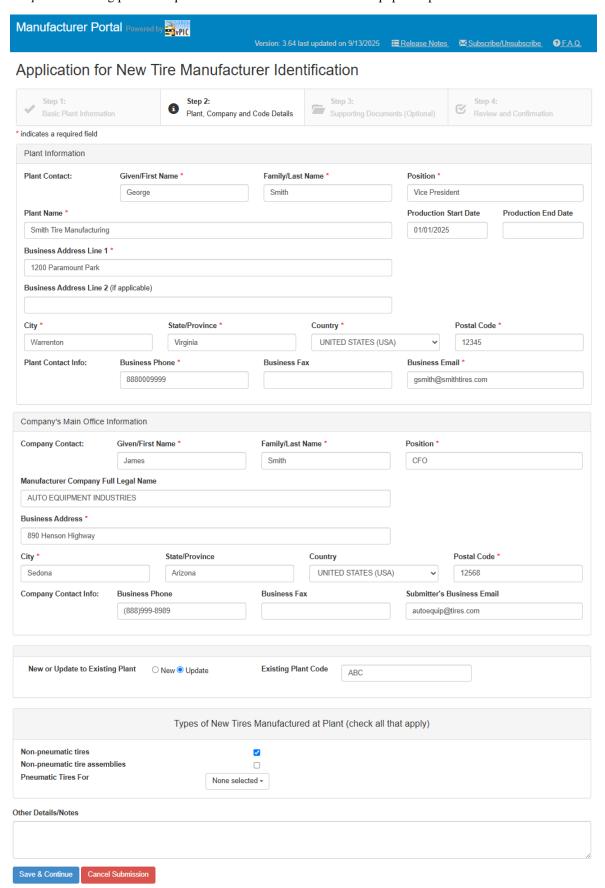
# Appendix 9 - How to enter Equipment Plant Submittals using NHTSA's Manufacturer Portal

Equipment plant code requests can be submitted through the Manufacturer Portal. A *New Tires Equipment Plant Code Request* is used here as an example. Other equipment plant code requests are similar enough to the *New Tires Equipment Plant Code Request*, that one example should serve for all. If there are any questions about other plant code requests, please contact the NHTSA Manufacturer Helpdesk at <a href="manufacturerinfo@dot.gov">manufacturerinfo@dot.gov</a> or 1-888-399-3277.

To start the equipment plant code submission process through the Portal, select the *Document Type* on the *New Request* page. Document types can be seen in a drop-down list and once selected will allow the remainder of the fillable form to be completed. Each field marked with a red asterisk (\*) must be entered or the form will not allow the user to move forward.

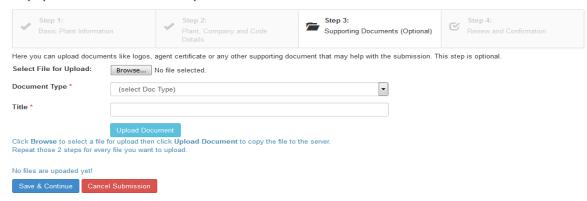


The Step 2 in the filing process requires the manufacturer to fill out the equipment plant and main office addresses and contact details.

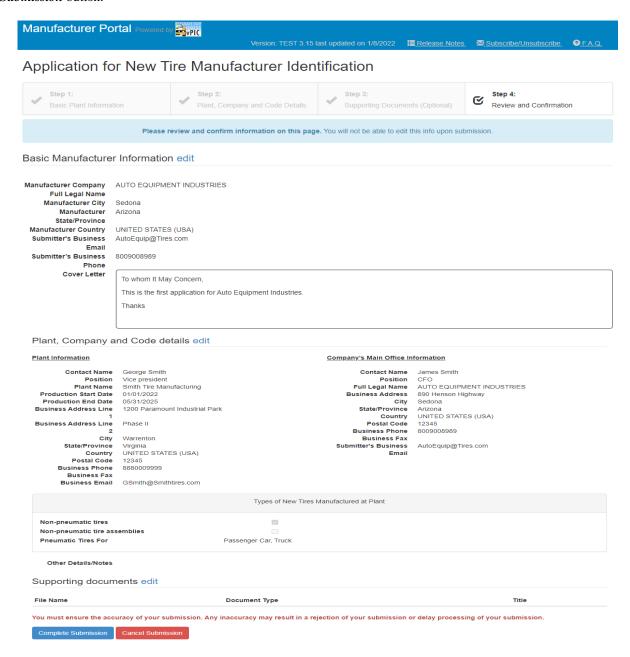


At *Step 3*, upload any necessary documents that will benefit the submission (for example: company logos, agent certificates etc.). If there are no relevant documents to submit, then this section can be skipped.

## **Equipment Plant Code Request**

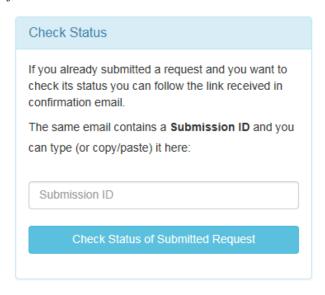


The fourth and final step in the equipment plant code request process is to review and confirm the information entered. Click the blue *edit* buttons to make changes to the information entered. If the information is accurate upon review, click the *Complete Submission* button to submit the application to NHTSA. You can cancel the submission by clicking the *Cancel Submission* button.



Once an application is submitted, a *Submission ID* will be assigned to that application and will be visible on the completion page on portal. The user will receive an email from NHTSA to confirm the reception of the application. This email will have the *Submission ID* and a link to the submission.

The progress of a submission can be checked at anytime by entering the *Submission ID* into the *Check Status* box on the right side of the Manufacturer Portal home page. An email will be sent out to the manufacturer to notify the acceptance or rejection of the submittal.

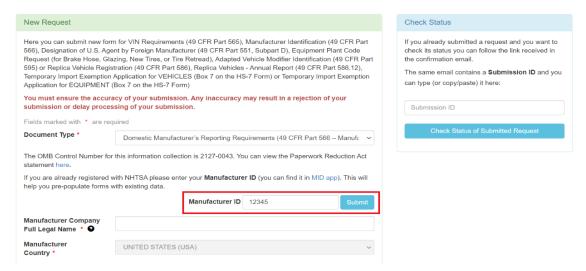


# Appendix 10 - How to update Existing Records (Part 566, Part 551, Part 565, Equipment Plant Codes, Part 586, and Replica Vehicle Annual Reporting) using the *Manufacturer ID*

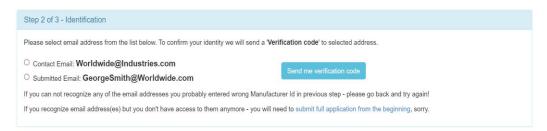
The manufacturer portal allows the manufacturers to submit an update to their existing registration by using the *Manufacturer ID*. When this feature is used, the system pre-populates the application form with the existing registration details after verifying the identity of the manufacturer by using a *Verification Code*. The manufacturer can edit the information they want to update and submit the request.

*Manufacturer ID* is the unique ID generated by the vPIC system when a manufacturer is registered with NHTSA through the 49 CFR Part 566 process. Manufacturer ID can be found by searching the company details on <u>MID website</u>. The Manufacturer ID feature is only available for Part 566, Part 551, Part 565, Equipment plant (Glazing, Brake Hose, New Tires, and Retread Tires), Part 586 and Replica Vehicle Annual Reporting submissions.

The manufacturer can start the submission process by selecting the *Document Type* from the dropdown and entering the *Manufacturer ID* in the box available on the *New Request* page. Click the *Submit* button.



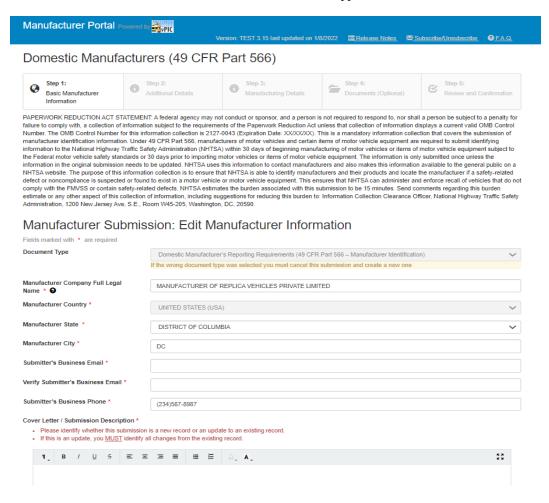
Once the *Manufacturer ID* is submitted, the identification screen will ask the manufacturer to select an email from the list of registered emails. The system will send the *Verification Code* to the selected email address.



The Verification Code received in the email must be entered in the box provided on Step 3 and click the Verify button.



When the manufacturer is verified by the vPIC system, the *Basic Manufacturer Information* page will show up with the existing data pre-filled. The editable fields will show as enabled, and the rest of the fields will be disabled for data entry. The manufacturer can edit the information as needed and submit the application.



# Appendix 11 - How to enter Replica Vehicle Registration Submittals using NHTSA's Manufacturer Portal

To register as a replica motor vehicle manufacturer:

- Domestic manufacturers must have submitted all information required by 49 CFR Part 566 to identify itself to NHTSA as a motor vehicle manufacturer.
- Foreign manufacturers must have submitted all information required by 49 CFR Part 551 (Agent for service of process) and all information required to register under 49 CFR Part 566 to NHTSA.

Click *here* to see how to submit a 49 CFR Part 566 to NHTSA.

Refer 49 CFR Part 586 for other replica motor vehicle manufacturer requirements.

To start the replica vehicle submission process through the Portal, select the *Document Type* on the *New Request* page. Document types can be seen in a drop-down list and once selected will allow the remainder of the fillable form to be completed. Fields marked with a red asterisk (\*) are required fields.

The user must select the checkbox that says, "We certify that we are based in the United States and have submitted all information required to register with NHTSA under 49 CFR Part 566 *OR* we certify that as manufacturer based outside of the United States we have submitted all information required by 49 CFR Part 551 (Agent for service of process) and all information required to register under 49 CFR Part 566 to NHTSA" to move forward with the application.

Replica vehicle manufacturers based in the United States must enter the *Manufacturer ID*, in the box provided, to be able to proceed with the submission.

Replica vehicle manufacturers based outside of the Unites States can use the *Manufacturer ID* feature to pre-populate the application or enter the application details manually.

See <u>Replica Vehicle Registration submission using Manufacturer ID (Domestic and Foreign)</u> section to find instructions on how to use the *Manufacturer ID* feature and then continue with the following steps.

In the *Cover Letter*, please identify whether the submission is a new record or an update to an existing record and provide a description of the application. Click the *Submit New Request* button to proceed to *Step 2*. (See the screenshot below)

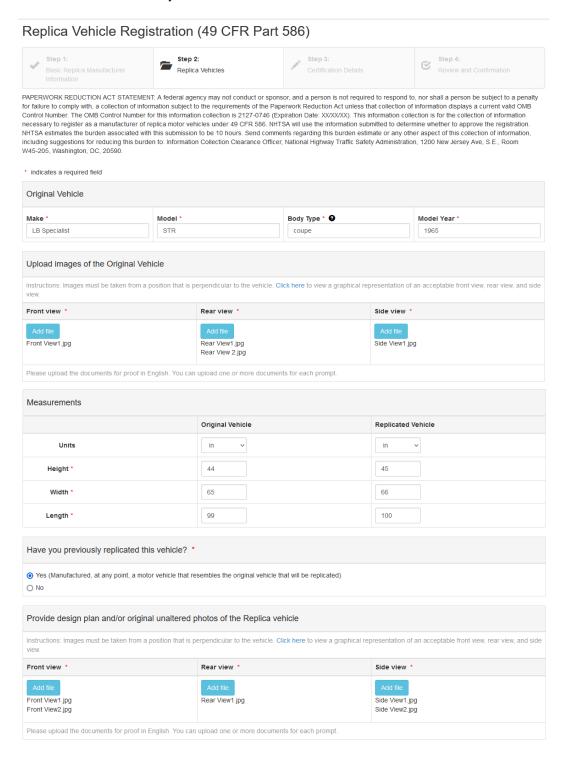
## New Request Here you can submit new form for VIN Requirements (49 CFR Part 565), Manufacturer Identification (49 CFR Part 566), Designation of U.S. Agent by Foreign Manufacturer (49 CFR Part 551, Subpart D), Equipment Plant Code Request (for Brake Hose, Glazing, New Tires, or Tire Retread), Adapted Vehicle Modifier Identification (49 CFR Part 595) or Replica Vehicle Registration (49 CFR Part 586), Replica Vehicles - Annual Report (49 CFR Part 586.12). Temporary Import Exemption Application for VEHICLES (Box 7 on the HS-7 Form) or Temporary Import Exemption Application for EQUIPMENT (Box 7 on the HS-7 Form) You must ensure the accuracy of your submission. Any inaccuracy may result in a rejection of your submission or delay processing of your submission. Fields marked with \* are req Document Type \* Replica Vehicle Registration (49 CFR Part 586) The OMB Control Number for this information collection is 2127-0746. You can view the Paperwork Reduction Act statement here ☐ We certify that we are based in the United States and have submitted all information required to register with NHTSA under 49 CFR Part 565 OR we certify that as manufacturer based outside of the United States we have submitted all information required by 49 CFR Part 551 (Agent for service of process) and all information required to register under 49 CFR Part 566 to NHTSA. If you are already registered with NHTSA please enter your Manufacturer ID (you can find it in MID app). This will help you pre-populate forms with existing data. Manufacturer ID Manufacturer Company Prime Replica Vehicle Manufacturing Industries Full Legal Name \* O Manufacturer UNITED KINGDOM (UK) Country \* If you are a US manufacturer, please enter your Manufacturer ID in the 'Manufacturer ID' box to proceed with the submission. Manufacturer England State/Province \* Manufacturer City \* London Address 123 Manchester Business Park Submitter's Business Replica@586.com Email \* Verify Submitter's Replica@586.com Business Email \* Submitter's Business 8889998989 Phone \* Cover Letter / Submission Description \* Please identify whether this submission is a new record or an update to an existing record. . If this is an update, you MUST identify all changes from the existing record. This is a new 586 record for Prime Replica Vehicle Manufacturing Industries Maximum 25,000 characters. Clear Cover Letter Select a Cover Letter file No file selected Start new Request

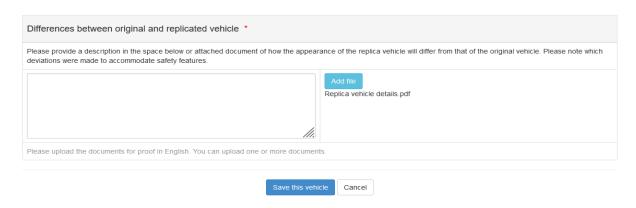
On the top of the page is a guide that shows the progress of the submission as it is completed.

At Step 2 of the submission process, the manufacturer is required to provide the following information:

- Make, Model, Body Type &, Model Year of the original vehicle.
- Images of the front, rear and side views of the original vehicle.
- Measurements of the original and replicated vehicle.
- Design plan and/or original unaltered photos of the replica vehicle.
- A description of how the appearance of the replica vehicle will differ from that of the original vehicle.

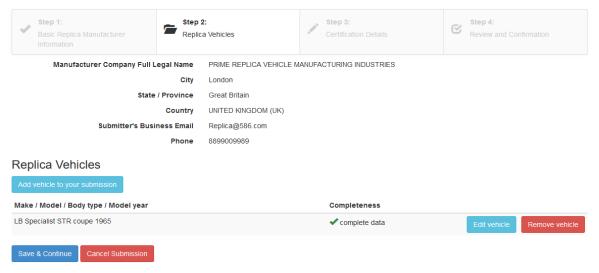
Click the *Save this vehicle* button to save the information entered for each vehicle. The manufacturer must submit information about each make and model they manufacture.





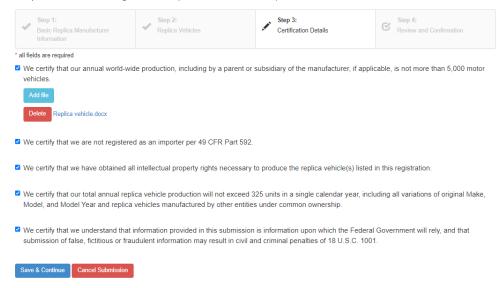
To enter the details of another vehicle, click the *Add vehicle to your submission* button. Repeat the steps for each make and model manufactured. Once the details are entered for all makes and models, click the *Save and Continue* button to proceed to the next step.

## Replica Vehicle Registration (49 CFR Part 586)



At *Step 3*, the manufacturer must upload the certification document that shows their annual production is not more than 5,000 motor vehicles. Select all checkboxes to complete the certification requirements. Click the *Save and Continue* button to move on.

## Replica Vehicle Registration (49 CFR Part 586)



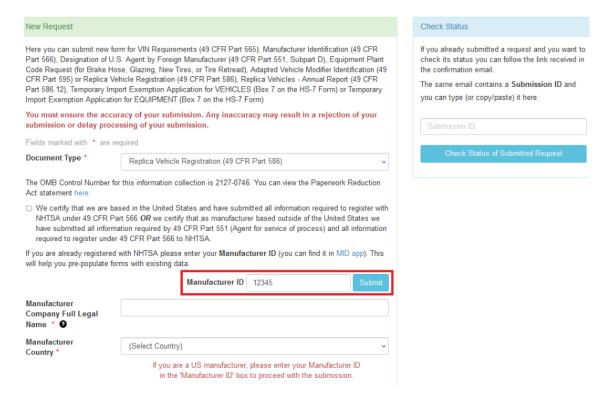
The fourth and final step in the *Replica Vehicle Registration* process is to review and confirm the information entered. Click the blue *edit* buttons to edit the information entered. If the information is accurate upon review, click the *Submit* button. You can cancel the submission by clicking the *Cancel Submission* button.

## Replica Vehicle Registration (49 CFR Part 586) Step 4: Review and Confirmation Basic Replica Manufacturer Information edit Manufacturer Company Full Legal PRIME REPLICA VEHICLE MANUFACTURING INDUSTRIES Manufacturer State/Province Great Britain Manufacturer Country UNITED KINGDOM (UK) Address 123 Windsor Industrial Park Submitter's Business Phone 8899009989 Replica Vehicles edit Make / Model / Body type / Model year LB Specialist STR coupe 1965 Certification Details edit We certify that our annual world-wide production, including by a parent or subsidiary of the manufacturer, if applicable, is not more than 5,000 motor We certify that we are not registered as an importer per 49 CFR Part 592. We certify that we have obtained all intellectual property rights necessary to produce the replica vehicle(s) listed in this registration. We certify that our total annual replica vehicle production will not exceed 325 units in a single calendar year, including all variations of original Make, Model, and Model Year and replica vehicles manufactured by other entities under common ownership. We certify that we understand that information provided in this submission is information upon which the Federal Government will rely, and that submission of false, fictitious or fraudulent information may result in civil and criminal penalties of 18 U.S.C. 1001. You must ensure the accuracy of your submission. Any inaccuracy may result in a rejection of your submission or delay processing of your submission

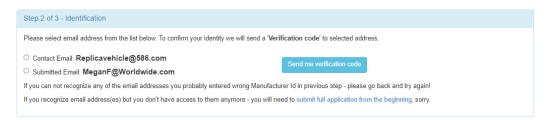
Once an application is submitted, a *Submission ID* will be assigned to that application which will be visible on the completion page on portal. The manufacturer will receive an email from NHTSA to confirm the reception of the application. This email will have the *Submission ID* and a link to the submission.

## Replica Vehicle Registration submission using Manufacturer ID (Domestic and Foreign)

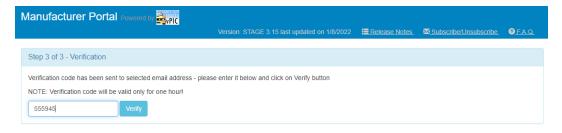
Replica vehicle manufacturers based in the United States must enter the *Manufacturer ID*, in the box provided, to be able to proceed with the 586 submissions. Replica vehicle manufacturers based outside the United States can use the Manufacturer ID feature or can fill the application manually. *Manufacturer ID* is the unique ID generated by the vPIC system when a manufacturer is registered with NHTSA through the 49 CFR Part 566 process. Manufacturer ID can be found by searching the company details on MID website.



Once the *Manufacturer ID* is submitted, the identification screen will ask the manufacturer to select an email from the list of registered emails. The system will send the *Verification Code* to the selected email address.

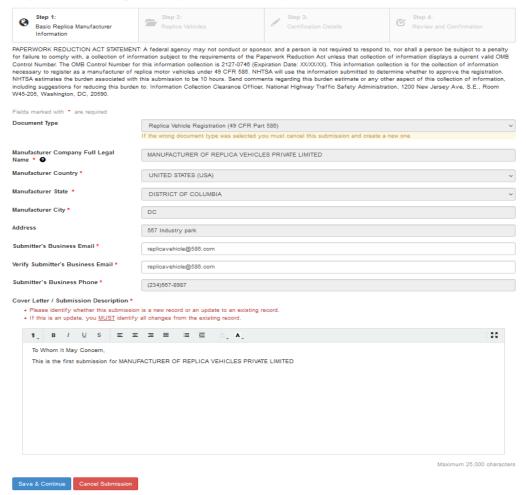


The Verification Code received in the email must be entered in the box provided on Step 3 and click the Verify button.

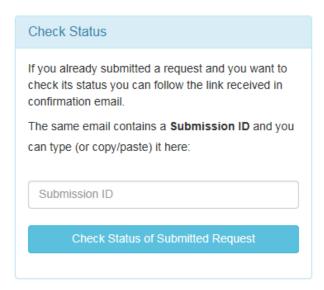


When the manufacturer is verified by the vPIC system, the *Basic Replica Manufacturer Information* page will show up with the existing data pre-filled. All fields other than *Email* and *Cover Letter* will be disabled for data entry. Make changes as needed and click the *Save & Continue* button to proceed to *Step 2*. Click *here* to see the instructions for *Step 2*.

## Replica Vehicle Registration (49 CFR Part 586)



The progress of a Part 586 submission can be checked at anytime by entering the *Submission ID* into the *Check Status* box on the right side of the Manufacturer Portal home page. An emailwill be sent to the manufacturer to notify any change in the application status.



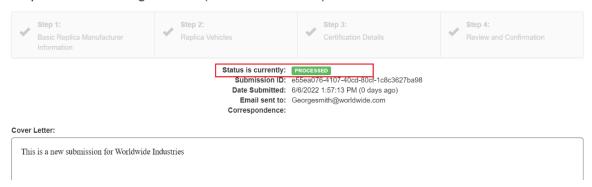
- Under Review This is the default status set by the system when a 586 submission is received through the portal.
  The manufacturer will receive an email from NHTSA to confirm the reception of 586 application. The information provided will be reviewed by NHTSA's Office of Vehicle Safety Compliance (OVSC) to determine if any further information is required for NHTSA to make an official decision on the request.
- **Approved** This status will be set when the 586 submission has been reviewed and approved by the OVSC. The manufacturer will be notified through an email.
- **Rejected** This status will be set when the 586 submission has been reviewed and rejected by the OVSC due to various reasons. The reason for rejection will be informed through an email.
- **Incomplete** This status will be set when the OVSC finds the application incomplete. The manufacturer will receive an email with a link to edit and re-submit the application. This link will be valid only for <u>60 days</u>. The reason for the "*Incomplete*" status will also be provided in the email.
- **Updated** This status will be automatically set by the system when the manufacturer submits through portal an update to a previously submitted 586 application that was marked with a status of "*Incomplete*" by the OVSC. A 586 submission will be marked as "Incomplete" only once. If the updated submission is also found incomplete, OVSC will be rejecting it.
- **Deemed Approved** This status will be automatically set by the system if the 586 submission is not approved or rejected within 90 days of the submission.

## **Overnight Process**

The status of the submission is changed automatically by an overnight process based on the duration of the submission.

- If a submission has a status of "*Under Review*" for more than <u>90 days</u>, the status will be changed to "*Deemed Approved*" by the overnight process.
- If a submission has a status of "*Incomplete*" for more than <u>60 days</u>, the status will be changed to "*Rejected*" by the overnight process.
- If a submission has a status of "*Updated*" for more than <u>30 days</u> (plus remaining days from the 90-day interval), the status will be changed to "Deemed *Approved*" by the overnight process.

## Replica Vehicle Registration (49 CFR Part 586)

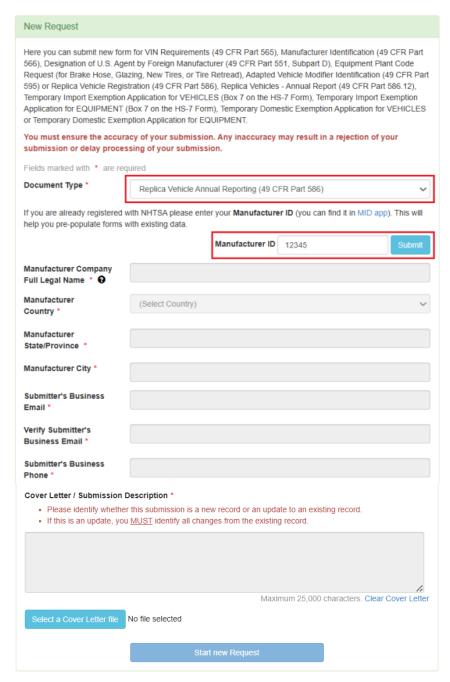


# Appendix 12 - How to enter Replica Vehicles - Annual Report Submittals using NHTSA's Manufacturer Portal

In addition to the *Replica Vehicle Registration* application, all replica vehicle manufacturers are required to submit annual reports to NHTSA as per 49 CFR Part 586.12. The annual reporting requirement would be essential to NHTSA's enforcement of the program, enabling the agency to better assess whether registrants are complying with the 325-vehicle limit and manufacturing vehicles qualifying as "replica motor vehicles."

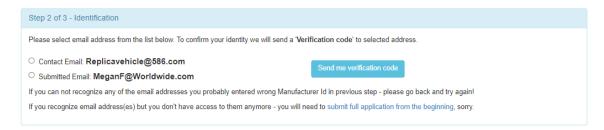
To submit the Replica Vehicle Annual Reporting, the manufacturer is required to have a previously approved Replica Vehicle Registration.

To start the annual reporting submission process through the Portal, select the *Document Type* on the *New Request* page. Document types can be seen in a drop-down list and once selected will allow the remainder of the fillable form to be completed. Fields marked with a red asterisk (\*) are required fields. The manufacturer can proceed with the *Replica Vehicle Annual Reporting* submission only by entering the *Manufacturer ID*. Enter the *Manufacturer ID* on the *New Request* page and click the *Submit* button.

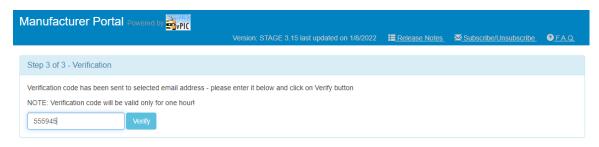


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Once the *Manufacturer ID* is submitted, the identification screen will ask the manufacturer to select an email from the list of registered emails. The system will send the *Verification Code* to the selected email address.



The Verification Code received in the email must be entered in the box provided on Step 3 and click the Verify button.



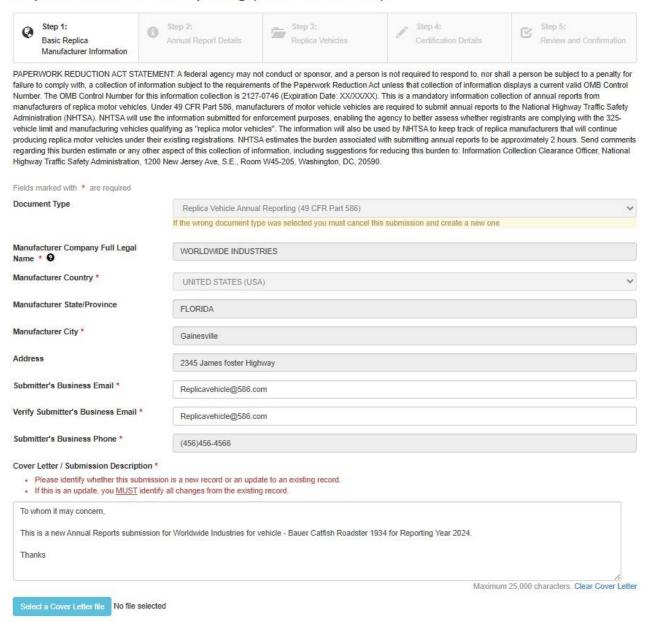
When the manufacturer is verified by the vPIC system, the *Basic Replica Manufacturer Information* page will show up with the existing data pre-filled. All fields other than *Email* and *Cover Letter* will be disabled for data entry. Make changes as needed and click the *Save & Continue* button to proceed to *Step 2*.

## Replica vehicle annual reporting (49 CFR Part 586)

Save & Continue

Cancel Changes

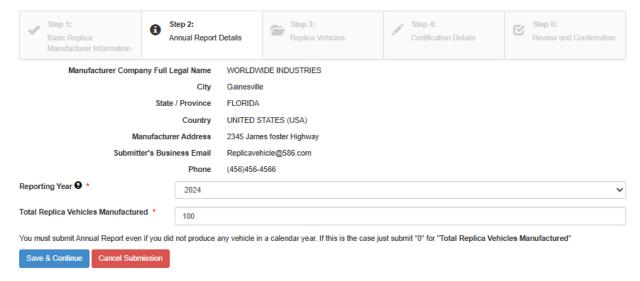
Cancel Submissio



On the top of the page is a guide that shows the progress of the submission as it is completed.

At Step 2, the manufacturer is asked to enter the Reporting Year and Total Replica Vehicles Manufactured. Manufacturers can submit annual reports only for the last two years. The manufacturers must submit annual reports every year to maintain their active status. If no vehicles were manufactured for a Reporting Year, they can submit the report by entering "0" in the Total Replica Vehicles Manufactured field.

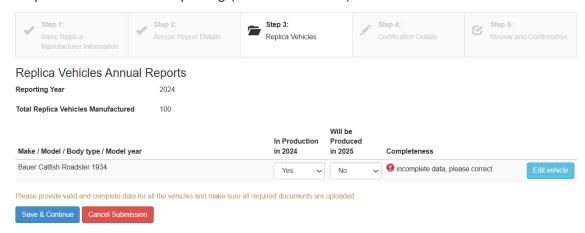
## Replica vehicle annual reporting (49 CFR Part 586)



At *Step 3* of the submission process, the page will display the list of all the approved Make/Model/Body Type/Model Year combinations for the Replica vehicle(s), submitted previously by the manufacturer through Replica 586 Registration process. The manufacturer is required to provide the following information for each approved Make/Model/Body Type/Model Year combination:

- If this vehicle was produced in the *Reporting Year*?
- If this vehicle will be produced in the following year of the *Reporting Year*?

## Replica vehicle annual reporting (49 CFR Part 586)



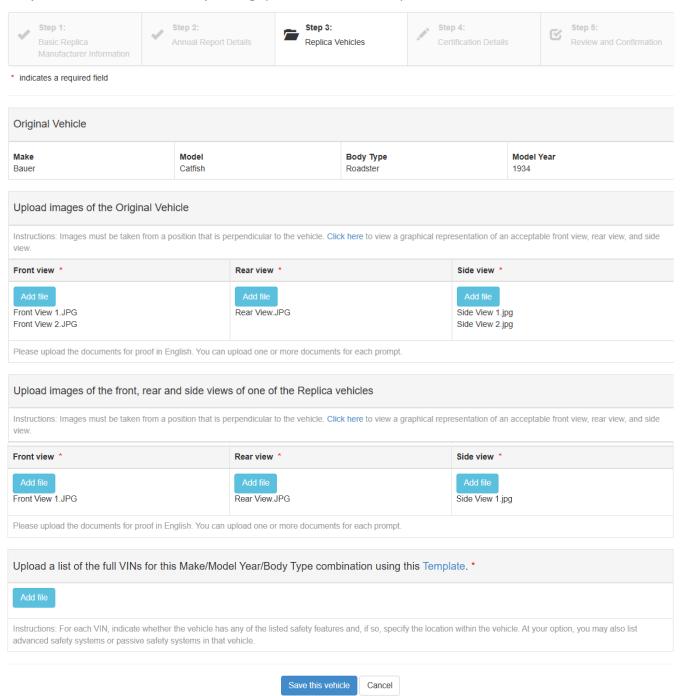
On *Edit Vehicle* screen, the Make, Model, Body Type & Model Year data will be pre-filled for the original vehicle. The manufacturer is required to provide the following information:

- Images of the front, rear and side views of the original vehicle.
- Images of the front, rear and side views of the replica vehicle.
- A list of full VINs for each approved Make/Model/Body Type/Model Year combination using the template provided.

Click the *Save this vehicle* button to save the information entered for each vehicle.

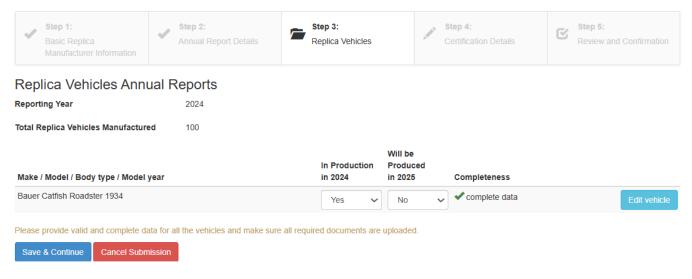
The manufacturer must submit information about each Make/Model/Body Type/Model Year vehicle combination they manufactured in the *Reporting Year*.

## Replica vehicle annual reporting (49 CFR Part 586)



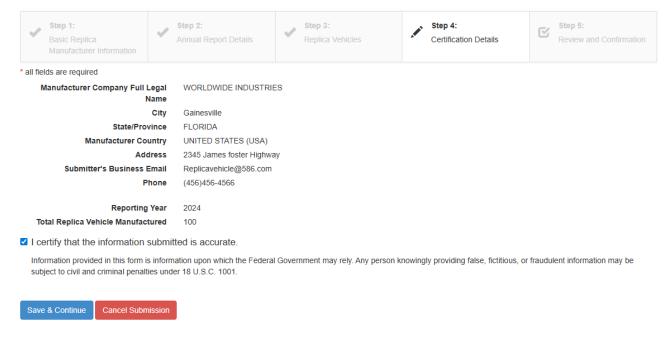
Repeat the steps above as needed for each Make/Model/Body Type/Model Year vehicle combination. Once the details are entered for all vehicles, click the *Save and Continue* button to proceed to the next step.

## Replica vehicle annual reporting (49 CFR Part 586)



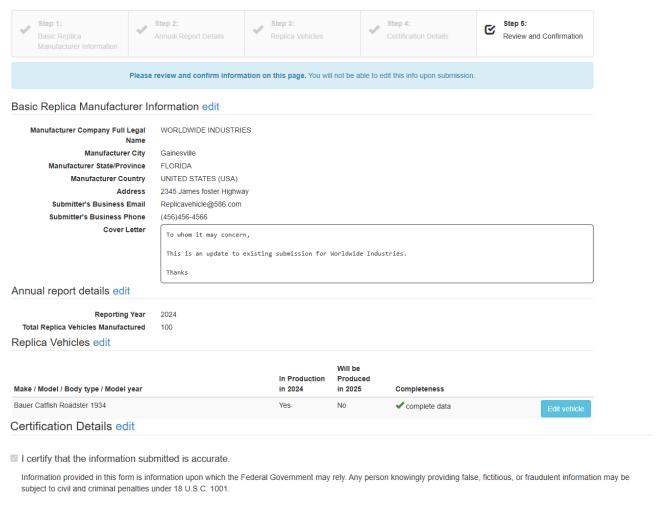
At *Step 4* of the submission process, the manufacturer must certify that the information submitted is accurate by selecting the checkbox provided. Click the *Save and Continue* button to proceed to the next step.

## Replica vehicle annual reporting (49 CFR Part 586)



The fifth and final step in the *Replica Vehicle Annual Reporting* process is to review and confirm the information entered. Click the blue *edit* buttons to edit the information entered. If the information is accurate upon review, click the *Submit* button. You can cancel the submission by clicking the *Cancel Submission* button.

## Replica vehicle annual reporting (49 CFR Part 586)



You must ensure the accuracy of your submission. Any inaccuracy may result in a rejection of your submission or delay processing of your submission.

Submit Cancel Submission

Once an application is submitted, a *Submission ID* will be assigned to that application and will be visible on the completion page on portal. The manufacturer will receive an email from NHTSA to confirm the reception of the application. This email will have the *Submission ID* and a link to the submission.

The progress of a *Replica Vehicle Annual Reporting* submission can be checked at anytime by entering the *Submission ID* into the *Check Status* box on the right side of the Manufacturer Portal home page.

# Check Status If you already submitted a request and you want to check its status you can follow the link received in confirmation email. The same email contains a **Submission ID** and you can type (or copy/paste) it here: Submission ID Check Status of Submitted Request

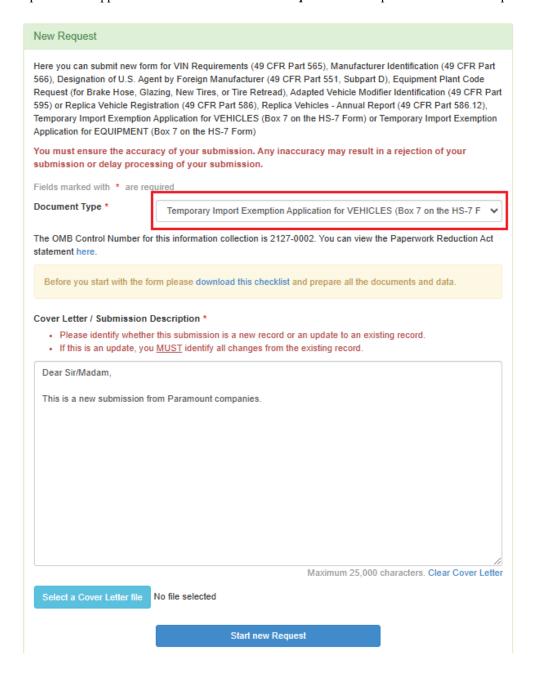
# Appendix 13 – How to Enter Temporary Import Exemption for VEHICLES submittals Using NHTSA's Manufacturer Portal

## Temporary Import Exemption Application for VEHICLES (Box 7 on the HS-7 Form)

To start the *Temporary Import Exemption for VEHICLES* application process through the Portal, select the *Document Type* on the *New Request* page. Document types can be seen in a drop-down list and once selected will allow the remainder of the fillable form to be completed. Fields marked with a red asterisk (\*) are required fields.

Before you start filling the form, the importers are advised to download the checklist from the link provided on the *New Request* page and prepare all the documents and data.

In the *Cover Letter*, please identify whether the submission is a new record or an update to an existing record and provide a description of the application. Click the *Submit New Request* button to proceed to the next step.



In SECTION 1: Vehicles, the Importer is required to provide the following information:

- Contact information for official correspondence.
- Select the relevant application request option:
  - Select the first option if you are requesting for a <u>new permission</u> to import motor vehicles to the United States. The importer must provide information about the Broker.
  - Select the second option if you are only requesting to extend the expiration date of an existing permission. If other changes are also required, choose the third option to <u>change</u> an existing import permission. For an <u>extension</u> request, the importer must upload the previous permission letter and specify the requested duration of exemption.
  - Select the third option if you are adding or modifying operating locations, routes, vehicles, vehicle operations, expiration dates, or any other conditions established by a previous permission. For a <u>change</u> to an existing import permission, there is no need to provide the broker information or upload the previous submission letter.
- Vehicle details: *Make, Model, Model year(s), GVWR, Vehicle Type* and *VIN(s)* or *S/N(s)*. The importer must list all the VIN(s) or S/N(s) of the vehicles to be imported, in the box provided.

Any person knowingly making a false declaration in this application is subject to a fine of not more than \$10,000 or imprisonment for not more than 5 years or both (18 U.S.C. 1001).

On the top of the page is a guide that shows the progress of the submission as it is completed.

Click the Save & Continue button to save the information and continue to the next page.

## Temporary Import Exemption Application for Vehicles



PAPERWORK REDUCTION ACT STATEMENT: A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with, a collection of information subject to the requirements of the Papenwork Reduction Act unless that collection of information displays a current valid OMB Control Number. The OMB Control Number for this information collection is 2127-0002. Expiration date: 9/30/2022. The information collected on this form is necessary to obtain a letter from NHTSA granting permission to temporarily import, for purposes of research, investigations, demonstrations or training, or competitive racing events, a motor vehicle or motor vehicle equipment that does not conform to all applicable Federal motor vehicle safety standards. The information is used to identify the vehicle or equipment to be imported and to verify that it is being imported for a permitted purpose. We estimate that it will take between 5 minutes and 10 hours to complete the form, depending on the intended use. The information collected is necessary to obtain an exemption under 40 U.S.C. 30114 and 49 CFR 591.5(j)(1) and 591.6(f)(1). Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, National Highway Traffic Safety Administration, 1200 New Jersey Ave, S.E., Room W51-312, Washington, DC, 20590.

PRIVACY ACT OF 1974 COMPLIANCE INFORMATION: The following information is provided in accordance with 5 U.S.C. 522a(e)(3) and applies to this form. The information required on this form is required by 49 U.S.C. Chapters 301, 325 and 331. This information is used by the U.S. Department of Transportation, National Highway Traffic Safety Administration (NHTSA) to monitor the importation of motor vehicles and motor vehicle equipment to ensure compliance with Federal Motor Vehicle Safety Standards, Bumper Standards and Theft Prevention Standards. The records may be routinely used by the cited agencies, the Environmental Protection Agency, and State Divisions of Motor Vehicles. In instances of alleged fraud, records may be used by law enforcement agencies. Failure to provide the required information will result in the refusal of entry of the vehicle(s) or equipment into the United States

\* indicates a required field

## **SECTION 1: Vehicles**

A

If your response contains any material that you claim is confidential business information, it is essential that you follow the instructions in our confidential business information regulations described in 49 CFR Part 512

## Importer Information

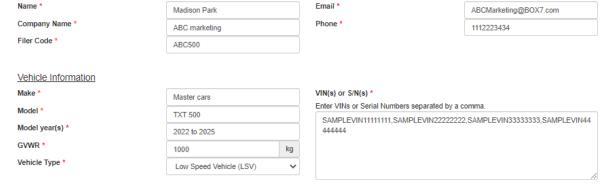
Contact information for where official correspondence will be sent.

Name *	George Smith	Country *	UNITED STATES (USA)	~
Title *	Vice President	Address *	123 Main Street	
Company Name *	paramount Companies	City *	Lancaster	
Email *	GeorgeS@Paramount.com	State *	FLORIDA	~
Phone *	8889990000	ZIP / Postal Code *	12345	

## This application requests \*

- A <u>new permission</u> to import motor vehicles into the United States
- An <u>extension</u> for an existing import permission. Select this option if you are only requesting to extend the expiration date of an existing permission. If other changes are also required, choose the option below.
- A <u>change</u> to an existing import permission for motor vehicles already in the United States. This includes, but is not limited to, adding or modifying operating locations, routes, vehicles, vehicle operations, expiration dates, or any other conditions established by a previous permission.

## **Broker Information**



Any person knowingly making a false declaration is subject to a fine of not more than \$10,000 or imprisonment for not more than 5 years or both (18 U.S.C. 1001).

You will be given the opportunity to upload additional documents on the 'Other Information' page.

You will be given the opportunity to review and edit all sections on the 'Review and Confirmation' page before submitting your application.



SECTION 1: Vehicles is continued on this page. The importer is required to provide the following information here:

- **1.1 Purpose of Import:** Select the purpose(s) of import from the following choices provided Research, Demonstration, Training and/or Competitive Racing Event. A brief description of the purpose for importation is also required.
- 1.2 Location: Address and/or description of the location(s) where the Vehicle(s) will be operated or tested.
- 1.3 Interaction with the Public: Answer the questions about the interaction of vehicle (s) with the public.
- **1.4 Automated vehicle Technology:** Specify whether the vehicle will be operated by an Automated Driving Systems 2 (ADS) at any time or not (1.4).
- **1.5 Disposition:** Select the intended means of final disposition after completion of the purposes of importation.
- **1.6 Requested Duration of Exemption:** Specify the requested duration of exemption in weeks from the date of permission.

If the Vehicle Type selected on the previous page is "Incomplete Vehicle", the 1.3 Interaction with the Public and 1.4 Automated vehicle Technology segments will be hidden. For all other Vehicle Types selected, the importer is required to complete all segments listed above.

Click the Save & Continue button to save the information and continue to the next page.

## Temporary Import Exemption Application for Vehicles

Vehicles	Vehicles continued	Vehicles Interacting with the Public	ADS-Equipped Vehicles	ADS-Equipped Vehicles Interacting with the Public	Other Information	Review and Confirmation
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\* indicates a required field SECTION 1: Vehicles ... continued If your response contains any material that you claim is confidential business information, it is essential that you follow the instructions in our confidential business information regulations described in 49 CFR Part 512 1.1 Purpose of Import \* Research Demonstration Training  $\hfill \Box$  Competitive Racing Event Description of Use \* - Brief description of the purpose for importation The vehicle is exported for training and demonstration purpose only. 1.2 Location - Address and/or description of the location(s) where the Vehicle(s) will be operated or tested. List all states, separated by commas, where operation or testing will take XYZ Industrial park Location Description \* State(s) \* MD.PA and VA 1.3 Interaction with the Public 1.3.a. \* Will the vehicle(s) be operated on public roads or outside of controlled laboratory/test track conditions at any time? 1.3.b. \* Will the vehicle(s) be operated near members of the public1 (e.g., pedestrians, bicyclists, motor vehicles) at any time?

O Yes No

1.3.c. \* Will the vehicle(s) be involved in transporting members of the public 1 at any time?

Yes ○ No

## 1.4 \* Automated Vehicle Technology

Will the vehicle(s) be operated by an Automated Driving Systems <sup>2</sup> (ADS) at any time?

Yes ○ No

1.5 \* Disposition - Intended means of final disposition after completion of the purposes of importation

Destroy Under CBP Supervision

1.6 \* Requested Duration of Exemption in weeks from the date of permission

(permission may be extended beyond this duration with subsequent written permission from NHTSA)

20

You will be given the opportunity to upload additional documents on the 'Other Information' page.

You will be given the opportunity to review and edit all sections on the 'Review and Confirmation' page before submitting your application.

Save & Continue

<sup>1</sup> For purposes of this form, "members of the public" includes anyone that is not employed by (or is an agent of) the manufacturer, importer, or operator of the subject vehicle(s) or a regulating authority. To the extent an educational institution is included as an importer, or operator, "members of the public" includes students of the educational institution.

<sup>&</sup>lt;sup>2</sup> Automated Driving System (ADS): The hardware and software that are collectively capable of performing the entire Dynamic Driving Task on a sustained basis, regardless of whether it is limited to a specific operational design domain. This term is used specifically to describe an SAE Level 3, 4, or 5 driving automation system (SAE J3016 JUN2018). For purposes of requesting permission to import a nonconforming vehicle under Box 7, SAE level classification is made regardless of the presence of a safety operator

If you answered "Yes" to any of the questions in the 1.3 Interaction with the Public segment, complete SECTION 2: Vehicles Interacting with the Public. If not, proceed to SECTION 3: ADS-Equipped Vehicles.

In SECTION 2: Vehicles Interacting with the Public, the importer is required to provide the following information:

• (2.1) Noncompliance with Specific FMVSS: Various Federal Motor Vehicle Safety Standard (FMVSS) standards will be listed here based on the *Vehicle Type* selection from *Section 1: Vehicles*. In the screenshot below, the *Vehicle Type* selected is "Low Speed Vehicle" and therefore only the FMVSS standards applicable to LSV vehicles are listed.

For each standard listed, the importer must indicate if the vehicle meets the requirements.

- Select "Yes" if the vehicle meets the requirement.
- Select "No" or "Unknown" if the vehicle does not meet the requirement. Describe the potential noncompliance and explain how any risks resulting from the potential noncompliance will be mitigated. If the mitigation includes compliance with standards other than the FMVSS, identify each such standard and explain how the vehicle's conformity to the other standard compares to compliance with the corresponding FMVSS provision.
- Select "Not Applicable" if you believe that FMVSS does not apply and explain the reason for it.
- (2.2) Insurance: Indicate whether you maintain insurance coverage from a regulated insurance company at all times in a sufficient amount to cover liability for damages, including for bodily injury or death, that may result from the operation of the vehicle in the manner and location(s) described in the application.
- (2.3) Photographs: Provide interior and exterior photos of the vehicle. If importing multiple identical vehicles, you may provide photos of a single vehicle that are representative of the group.
- (2.4) Mileage: Specify the estimated total number of miles to be driven while interacting with the public.
- (2.5) Operator Information: Provide the contact information for the entity that employs the safety operator(s) or driver(s). If the operator information is same as the importer, there is an option to auto-fill the operator information. Click the link that says, "Click here if you want to copy Importer's data".

Click the Save & Continue button to save the information and continue to the next page.

## Temporary Import Exemption Application for Vehicles



indicates a required field

## SECTION 2: Vehicles Interacting with the Public

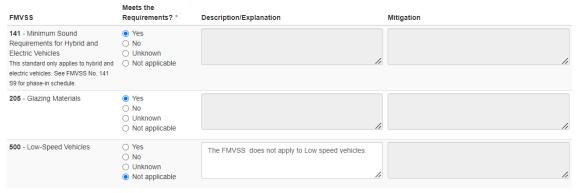


If your response contains any material that you claim is confidential business information, it is essential that you follow the instructions in our confidential business information regulations described in 49 CFR Part 512

## 2.1 Noncompliance with Specific FMVSS

For each Federal Motor Vehicle Safety Standard (FMVSS) listed below, indicate if the vehicle meets the requirements.

- . If you select Yes, you are indicating that the vehicle meets all requirements for that FMVSS.
- If you select No or Unknown, describe the potential noncompliance and explain how any risks resulting from the potential noncompliance will be mitigated. If the mitigation includes compliance with standards other than the FMVSS, identify each such standard and explain how the vehicle's conformity to the other standard compares to compliance with the corresponding FMVSS provision.
- If you select Not Applicable, explain why you believe that FMVSS does not apply.



## 2.2 Insurance \*

Will you maintain insurance coverage from a regulated insurance company at all times in a sufficient amount to cover liability for damages, including for bodily injury or death, that may result from the operation of the vehicle in the manner and location(s) described in this application?

YesNo

## 2.3 Photographs \*

Provide interior and exterior photos of the vehicle. If importing multiple identical vehicles, you may provide photos of a single vehicle that are representative of the group



Estimated total number of miles to be driven while interacting with the public: 50

## 2.5 Operator Information

Provide contact information for	the entity that employs the salety operator(s) or driver(s).	slick nere il you want to copy import	ei s data	
Name *	George Smith	Country *	UNITED STATES (USA)	~
Title *	Vice President	Address *	123 Main Street	
Company Name *	paramount Companies	City *	Lancaster	
Email *	GeorgeS@Paramount.com	State *	FLORIDA	~
Phone *	8889990000	Zip/Postal code *	12345	

You will be given the opportunity to upload additional documents on the 'Other Information' page.

You will be given the opportunity to review and edit all sections on the 'Review and Confirmation' page before submitting your application

Cancel Submission

If you answered "Yes" to question 1.4 Automated vehicle Technology, complete SECTION 3: ADS-Equipped Vehicles. If not, proceed to SECTION 4: ADS-Equipped Vehicles Interacting with the Public

In SECTION 3: ADS-Equipped Vehicles, the importer is required to describe the following:

- 3.1 Hardware or software changes made to the vehicle model or its ADS since its most recently granted permission.
- **3.2** Vehicle's Operational Design Domain
- 3.3 The extent to which this ADS or a substantially similar ADS has been previously tested using this vehicle model or another vehicle model
- 3.4 Maximum SAE Automation Level
- 3.5 The engineering development process employed by the vehicle's manufacturer.
- 3.6 The nature of any testing that will be performed on the vehicles.

If the answer to all questions in 1.3 Interaction with the Public segment were "No", question 3.6 will be hidden.

Vehicles	Vehicles continued	Vehicles Interacting with the Public	ADS-Equipped Vehicles	ADS-Equipped Vehicles Interacting with the Public	Other Information	Review and Confirmation
indicates a required fie	ld					
SECTION 3: A	DS-Equipped Ve	<u>ehicles</u>				
ADS-Equipped Veh						
		al that you claim is confi ulations described in 49		rmation, it is essential	that you follow the in	structions in our
s this your first applic	ation with this vehicle? *					
● Yes ⊃ No						
	lware or software changes to	o the vehicle model or its Au	tomated Driving System	(ADS) since its most recen	tly granted permission.	
Not applicable						
in, fog, hail, high winds		gn Domain (e.g. maximum s environmental conditions th			ns, etc.) include any wea	ther (temperature, snow
ain, fog, hail, high winds 40 Mph, None	s, cloud cover, etc.) or other	environmental conditions the	at may affect the perform	ance of the vehicle's ADS.	using this vehicle model	
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rain, fog, hail, high winds 40 Mph, None 3.3 * Describe the exter List any incidents resulti	s, cloud cover, etc.) or other	environmental conditions the	at may affect the perform	ance of the vehicle's ADS.	using this vehicle model	
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ain, fog, hail, high winds 40 Mph, None  3.3 Describe the exter ist any incidents resulti None  4.4 What will be the m 5 SAE Level 3 5 SAE Level 4 5 SAE Level 5	s, cloud cover, etc.) or other  nt to which this ADS or a sul ng in deaths or injuries and  naximum SAE Automation Le	environmental conditions the bestantially similar ADS (e.g. any incidents occurring within evel of the vehicle as operating development processing development development processing development dev	at may affect the perform prior/newer generation) h n the last 5 years on pub ed?	ance of the vehicle's ADS.  as been previously tested lic roads resulting in prope	using this vehicle model rty damage.	or another vehicle mode
ain, fog, hail, high winds 40 Mph, None  3.3 Describe the exter ist any incidents resulti None  4.4 What will be the m 5 SAE Level 3 5 SAE Level 4 5 SAE Level 5	s, cloud cover, etc.) or other  nt to which this ADS or a sul ng in deaths or injuries and naximum SAE Automation Lo	environmental conditions the environmental conditions the bestantially similar ADS (e.g. any incidents occurring with evel of the vehicle as operated	at may affect the perform prior/newer generation) h n the last 5 years on pub ed?	ance of the vehicle's ADS.  as been previously tested lic roads resulting in prope	using this vehicle model rty damage.	or another vehicle mode
ain, fog, hail, high winds 40 Mph, None  3.3 * Describe the exter List any incidents resultif None  3.4 * What will be the management, design and	s, cloud cover, etc.) or other  nt to which this ADS or a sul ng in deaths or injuries and naximum SAE Automation Lo	environmental conditions the bestantially similar ADS (e.g. any incidents occurring within evel of the vehicle as operating development processing development development processing development dev	at may affect the perform prior/newer generation) h n the last 5 years on pub ed?	ance of the vehicle's ADS.  as been previously tested lic roads resulting in prope	using this vehicle model rty damage.	or another vehicle mode
ain, fog, hail, high winds 40 Mph, None 3.3 * Describe the exter List any incidents resulti None 3.4 * What will be the m SAE Level 3 SAE Level 4 SAE Level 5 3.5 * Describe, to the examanagement, design an	s, cloud cover, etc.) or other  nt to which this ADS or a sul ng in deaths or injuries and naximum SAE Automation Lo	environmental conditions the bestantially similar ADS (e.g. any incidents occurring within evel of the vehicle as operating development processing development development processing development dev	at may affect the perform prior/newer generation) h n the last 5 years on pub ed?	ance of the vehicle's ADS.  as been previously tested lic roads resulting in prope	using this vehicle model rty damage.	or another vehicle mode
rain, fog, hail, high winds 40 Mph, None  3.3 * Describe the exter List any incidents resulting None  3.4 * What will be the management of the exterior of the	nt to which this ADS or a sul ng in deaths or injuries and a naximum SAE Automation Lox extent you are aware, the end d development, and/or risk in the description text.	environmental conditions the bestantially similar ADS (e.g. any incidents occurring within evel of the vehicle as operating development processing development development processing development dev	at may affect the perform prior/newer generation) h in the last 5 years on pub ed? ess employed by the vehi 6949, ISO 9001, ISO 262	ance of the vehicle's ADS, as been previously tested lic roads resulting in prope cle's manufacturer includir 62, etc.)?	using this vehicle model rty damage.	or another vehicle mod

Click the Save & Continue button to save the information and continue to the next page.

If you answered "Yes" to any of the questions in 1.3 Interaction with the Public segment and "Yes" to question 1.4 Automated vehicle Technology, complete SECTION 4: ADS-Equipped Vehicles Interacting with the Public. If not, proceed to <a href="Other Information">Other Information</a> page.

In SECTION 4: ADS-Equipped Vehicles Interacting with the Public, the importer is required to describe the following:

- **4.1** The proposed operation of the vehicle, including any research, demonstration, training, or investigation objectives and identify all entities involved with the project.
- **4.2** The location where the operation(s) will be performed, including addresses of starting point(s) and any stops, as applicable. State the length of all routes in miles. In addition, upload a map or aerial view of all location(s) and/or anticipated route(s) with all roads clearly marked. (.kmz and Google Earth files are preferred).
- **4.3** The degree of anticipated public integration during operation. State the vehicle's maximum operating speed(s), the posted speed limit(s) on all roads where the vehicle will travel and the anticipated times of day the vehicle will be operated.
- 4.4 Any public outreach performed in preparation of the operation and the response from the community.
- 4.5 Indicate whether the vehicle is equipped with seat belts at all seating positions.
- **4.6** Indicate whether the operation of vehicle(s) involve only seated occupants.
- **4.7** The architecture of vehicle's braking system, the maximum deceleration rate that the ADS can apply while braking and the minimum stopping distance that the ADS can achieve while braking from its maximum operating speed.
- **4.8** Predetermined points during operation where the safety operator will assume control or provide input to the vehicle's operation.
- 4.9 The plan to limit the operation of the vehicle and ADS to its Operational Design Domain.
- **4.10** Indicate whether you anticipate updating the software or hardware of the vehicle at any time during the requested operational period and if so, explain the changes.
- 4.11 All local or state government authorizations required to test the vehicle in autonomous mode on public roads.
- **4.12** Where the vehicle(s) will be stored when not in operation, the distance between storage and the operating location(s) and how the vehicle will be transported to and from storage.
- 4.13 Indicate whether the vehicle will be operated in any school zones or near other areas where children congregate at any time.
- 4.14 Indicate whether a trained safety operator be in the vehicle(s) at all times during operation.
- 4.15 Indicate whether a trained safety operator be able to take immediate control of the vehicle should the need arise and if yes, explain the process. How the ADS is engaged/disengaged and what controls are used during manual operation.
- **4.16** The training program specifically how operators are selected, trained, monitored and corrective actions are enforced. If your training program references any industry best practices, provide the document reference.
- **4.17** The topics covered in training.
- 4.18 Indicate whether the safety operators are provided with the information of the vehicle as part of the training.
- 4.19 Indicate whether the safety operators are required to pass a written evaluation or skills assessment.
- **4.20** Indicate whether a supervised operation is conducted prior to permitting operation alone.
- 4.21 Indicate whether periodic monitoring, evaluation, or training are conducted following the initial training.
- **4.22** Indicate whether the safety operators use pre-tip checklists.
- **4.23** The policies regarding mandatory breaks and for limiting safety operator distraction.
- **4.24** Incident response protocols.

## Temporary Import Exemption Application for Vehicles

*indicates a required field
SECTION 4: ADS-Equipped Vehicles Interacting with the Public
If your response contains any material that you claim is confidential business information, it is essential that you follow the instructions in our confidential business information regulations described in 49 CFR Part 512
ADS-Equipped Vehicle Operation
4.1 * Provide a detailed description of your proposed operation, including any research, demonstration, training, or investigation objectives you may have. Identify all entities involved
with this project.
Description text
4.2 * State precisely where the operation(s) will be performed, including addresses of starting point(s) and any stops, as applicable. State the length of all routes in miles.
Description text
Provide a map or aerial view of all location(s) and/or anticipated route(s). Ensure that all roads are clearly labeled, as applicable. (.kmz and Google Earth files are preferred)
Add file(s)
Delete Sample1.jpg
4.3 * Describe the degree of anticipated public interaction during operation. State the vehicle's maximum operating speed(s), the posted speed limit(s) on all roads where the vehicle
will travel or cross, and the anticipated times of day the vehicle will be operated.
Description text
4.4 * Describe any public outreach you have performed in preparation of this operation. Describe the response from the community.
Description text
4.5 * Is the vehicle equipped with seat belts at all seating positions?
Yes
O No
4.6 * Will operation of the vehicle(s) involve only seated occupants?  © Yes
○ No
○ Unknown
4.7 * Braking Systems
a) Describe the vehicle's braking system architecture, including any redundant or backup systems.
Description text
b) State the maximum deceleration rate that the ADS can apply while braking
Description text
c) State the minimum stopping distance that the ADS can achieve while braking from its maximum operating speed
Description text

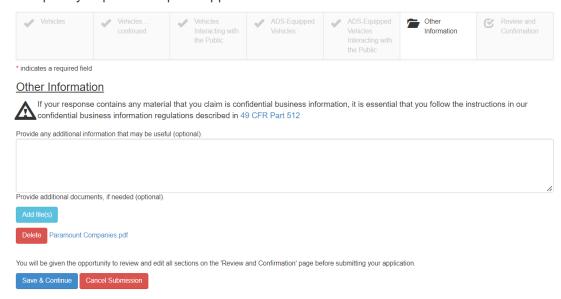
4.8 * List and describe any predetermined points during operation where the safety operator will assume control or provide input to the vehicle's operation.
Description text
4.9 * How do you plan to limit the operation of the vehicle and ADS to its Operational Design Domain (e.g. maximum speed, road type, weather, etc.) described in response to Question 3.2
Description text
4.10 • Do you anticipate updating the software or hardware of the vehicle at any time during the requested operational period? If so, explain.
Description text
4.11 * List all local or state government authorizations required to test the vehicle in autonomous mode on public roads. Note any required authorizations not yet obtained. If local or state government authorization is not required, so state.
Description text
Add file(s)  Delete Sample2.jpg
4.12 * Discuss vehicle storage. Include where the vehicle(s) will be stored when not in operation, the distance between storage and the operating location(s), and how the vehicle(s)
will be transported to and from storage.  Description text
Description to a
<ul> <li>4.13 * Will the vehicle(s) be operated in any school zones or near other areas where children congregate at any time?</li> <li>Yes</li> <li>No</li> </ul>
Safety Operator Training
4.14 * Will a trained safety operator be in the vehicle(s) at all times during operation?
4.15 * Will a trained safety operator be able to take immediate control of the vehicle should the need arise? If so, describe this process. Include detailed descriptions of how the ADS is engaged/disengaged and what controls are used during manual operation.
Description text
4.16 * Describe your training program, specifically how operators are selected, trained, monitored, and corrective actions are enforced. If your training program references any industry best practices, provide the document reference.
Description text
4.17 * What topics are covered in training?
Description text
4.18 * Are safety operators provided with information on the limitations of the vehicle as part of the training or otherwise?
Description text

4.19 * Are safety operators required to pass a written evaluation or skills assessment? If so, describe.	
Description text	
4.20 * Is supervised operation conducted prior to permitting operation alone? If so, describe.	
Description text	
4.21 * Is periodic monitoring, evaluation, or training conducted following initial training? If so, describe.	
Description text	
4.22 * Do safety operators use pre-trip checklists? If so, describe.	
Description text	
4.23 * Briefly describe your policies regarding mandatory breaks and for limiting safety operator distraction.	
Description text	
4.24 * Describe your incident response protocols.	
Description text	
You will be given the opportunity to upload additional documents on the 'Other Information' page.	
You will be given the opportunity to review and edit all sections on the 'Review and Confirmation' page before submitting your application.	
Save & Continue Cancel Submission	

Click the Save & Continue button to save the information and continue to the next page.

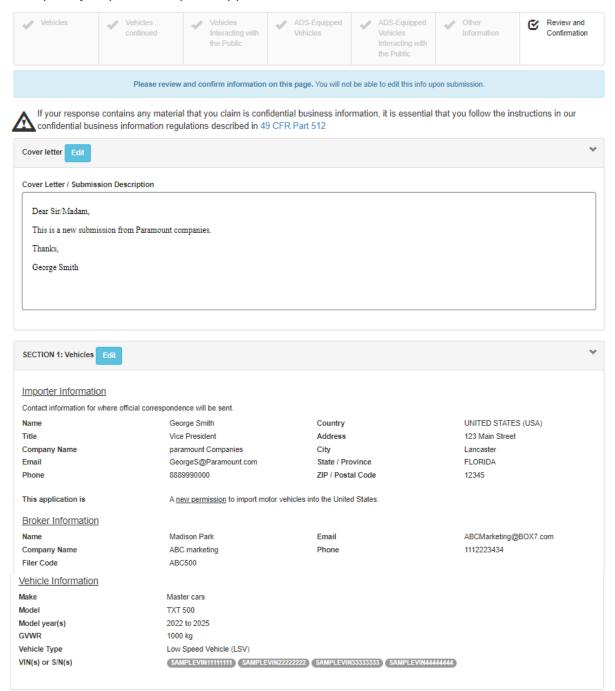
The *Other Information* step is optional. If the importer wants to upload any additional documentation to support the submission, they can do so, by clicking the *Add file(s)* button. Any additional information regarding the submission can be entered in the text box provided on this page.

# Temporary Import Exemption Application for Vehicles



The final step in the *Temporary Import Exemption Application for Vehicles* submission process is to review and confirm the information entered. Click the blue *edit* buttons to edit the information entered. If the information is accurate upon review, click the *Submit* button. You can cancel the submission by clicking the *Cancel Submission* button.

# Temporary Import Exemption Application for Vehicles



SECTION 1: Vehicles continued Edi	t			
1.1 Purpose of Import	Research Demonstration Training			
Description of Use	The vehicle is exported for	training and demonstration purp	ose only.	
.2 Location - Address and/or description	of the location(s) where the Ve	ehicle(s) will be operated or teste	d. List all states, separated by commas,	where operation or testing w
ake place. .ocation Description	XYZ Industrial park			
State(s)	MD,PA and VA			
.3 Interaction with the Public				
.Will the vehicle(s) be operated on public	roads or outside of controlled	laboratory/test track conditions a	t any time?	
Yes				
o.Will the vehicle(s) be operated near men	nbers of the public (e.g., pedes	strians, bicyclists, motor vehicles	at any time?	
No				
c.Will the vehicle(s) be involved in the tran	sporting members of the public	c at any time?		
Yes				
1.4 Automated Vehicle Technology Will the vehicle(s) be operated by an Autor	mated Driving Systems (ADS)	at any time?		
Yes				
(permission may be extended beyond this	duration with subsequent writt	en permission from NHTSA)		
SECTION 2: Vehicles Interacting with the	e Public Edit			
2.1 Non-compliance with Specific FMVS: For each Federal Motor Vehicle Safety Star		dicate if the vehicle meets the re	nuirements	
If you select Yes, you are indicating t     If you select No or Unknown, descril	that the vehicle meets all require be the potential noncompliance other than the FMVSS, identify MVSS provision.	rements for that FMVSS. e and explain how any risks resul each such standard and explain	ting from the potential noncompliance will how the vehicle's conformity to the other	
FMVSS		Meets the Requirements?	Description/Explanation	Mitigatio
141 - Minimum Sound Requirements for H	ybrid and Electric Vehicles	Yes		
205 - Glazing Materials		Yes		
500 - Low-Speed Vehicles 2.2 Insurance		Not Applicable	The FMVSS does not apply to Low spe	eed vehicles.
Do you have insurance coverage from a requestration of the vehicle in the manner and l			ty for damages, including for bodily injury	or death, resulting from the
Yes				
2.3 Photographs Provide interior and exterior photos of the v	vehicle. If importing multiple ide	ntical vehicles, you may provide	photos of a single vehicle that are represe	entative of the group.
nterior		Exterior		
Interior 1.jpg		Exterior 1.jpg		
Interior 2.jpg		Exterior 2.jpg		
2.4 Mileage Estimated total number of miles to be driver	n while interacting with the pub			
The second secon	if write interacting with the pub	IIC:		

Country Address

City

State

UNITED STATES (USA)

123 Main Street

Lancaster FLORIDA

2.5 Operator Information

Name

Title

Email

Company Name

Provide contact information for the entity that employs the safety operator(s) or driver(s).

George Smith

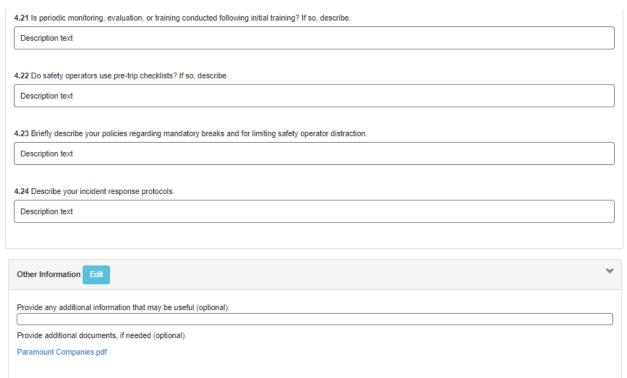
Vice President

paramount Companies

GeorgeS@Paramount.com

SECTION 3: ADS-Equipped Vehicles Edit ADS-Equipped Vehicles Information Is this your first application with this vehicle? Yes 3.1 Describe any hardware or software changes to the vehicle model or its Automated Driving System (ADS) since its most recently granted permission. Not applicable 3.2 Briefly discuss the vehicle's Operational Design Domain (e.g. maximum speed, road type, geographical, time-of-day restrictions, etc.) include any weather (temperature, snow, rain, fog, hail, high winds, cloud cover, etc.) or other environmental conditions that may affect the performance of the vehicle's ADS. 40 Mph, None 3.3 Describe the extent to which this ADS or a substantially similar ADS (e.g. prior/newer generation) has been previously tested using this vehicle model or another vehicle model. List any incidents resulting in deaths or injuries and any incidents occurring within the last 5 years on public roads resulting in property damage. 3.4 What will be the maximum SAE Automation Level of the vehicle as operated? SAE Level 3 3.5 Describe, to the extent you are aware, the engineering development process employed by the vehicle's manufacturer including any processes/certifications related to quality management, design and development, and/or risk management (e.g. ISO/TS 16949, ISO 9001, ISO 26262, etc.)? Engineering development description text. SECTION 4: ADS-Equipped Vehicles Interacting with the Public Edit ADS-Equipped Vehicle Operation 4.1 Provide a detailed description of your proposed operation, including any research, demonstration, training, or investigation objectives you may have. Identify all entities involved with this project. Description text 4.2 State precisely where the operation(s) will be performed, including addresses of starting point(s) and any stops, as applicable. State the length of all routes in miles. Provide a map or aerial view of all location(s) and/or anticipated route(s). Ensure that all roads are clearly labeled, as applicable. (.kmz and Google Earth files are preferred) 4.3 Describe the degree of anticipated public interaction during operation. State the vehicle's maximum operating speed(s), the posted speed limit(s) on all roads where the vehicle will travel or cross, and the anticipated times of day the vehicle will be operated. 4.4 Describe any public outreach you have performed in preparation of this operation. Describe the response from the community. Description text 4.5 Is the vehicle equipped with seat belts at all seating positions? Yes 4.6 Will operation of the vehicle(s) involve only seated occupants? Yes 4.7 a) Describe the vehicle's braking system architecture, including any redundant or backup systems. 4.7 b) State the maximum deceleration rate that the ADS can apply while braking Description text 4.7 c) State the minimum stopping distance that the ADS can achieve while braking from its maximum operating speed Description text

4.8 List and describe any predetermined points during operation where the safety operator will assume control or provide input to the vehicle's operation.
Description text
4.9 How do you plan to limit the operation of the vehicle and ADS to its Operational Design Domain (e.g. maximum speed, road type, weather, etc.) described in response to Question 3.2?
Description text
4.10 Do you anticipate updating the software or hardware of the vehicle at any time during the requested operational period? If so, explain.
Description text
4.11 List all local or state government authorizations required to test the vehicle in autonomous mode on public roads. Note any required authorizations not yet obtained. If local or state government authorization is not required, so state.
Description text
Sample2.jpg  4.12 Discuss vehicle storage. Include where the vehicle(s) will be stored when not in operation, the distance between storage and the operating location(s), and how the vehicle(s) will be transported to and from storage.  Description text
4.13 Will the vehicle(s) be operated in any school zones or near other areas where children congregate at any time?
No
Safety Operator Training 4.14 Will a trained safety operator be in the vehicle(s) at all times during operation?
Yes
4.15 Will a trained safety operator be able to take immediate control of the vehicle should the need arise? If so, describe this process. Include detailed descriptions of how the ADS is engaged/disengaged and what controls are used during manual operation.  Description text
4.16 Describe your training program, specifically how operators are selected, trained, monitored, and corrective actions are enforced. If your training program references any industry best practices, provide the document reference.
Description text
4.17 What topics are covered in training?
Description text
4.18 Are safety operators provided with information on the limitations of the vehicle as part of the training or otherwise?
Description text
4.19 Are safety operators required to pass a written evaluation or skills assessment? If so, describe.
Description text
4.20 Is supervised operation conducted prior to permitting operation alone? If so, describe.
Description text



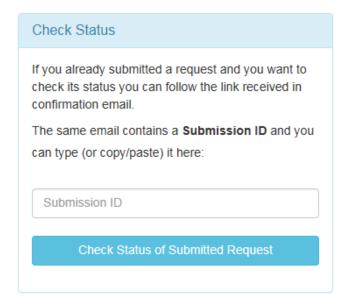
You must ensure the accuracy of your submission. Any inaccuracy may result in a rejection of your submission or delay processing of your submission.

Any person knowingly making a false declaration is subject to a fine of not more than \$10,000 or imprisonment for not more than 5 years or both (18 U.S.C. 1001).



Once an application is submitted, a *Submission ID* will be assigned to that application and will be visible on the completion page on portal. The manufacturer will receive an email from NHTSA to confirm the reception of the application. This email will have the *Submission ID* and a link to the submission.

The progress of a *Temporary Import Exemption Application for Vehicles* submission can be checked at anytime by entering the *Submission ID* into the *Check Status* box on the right side of the Manufacturer Portal home page.



For any questions or concerns about the content of your application or the temporary import exemption process, please email at <a href="mailto:SpecialExemptions@dot.gov">SpecialExemptions@dot.gov</a>.

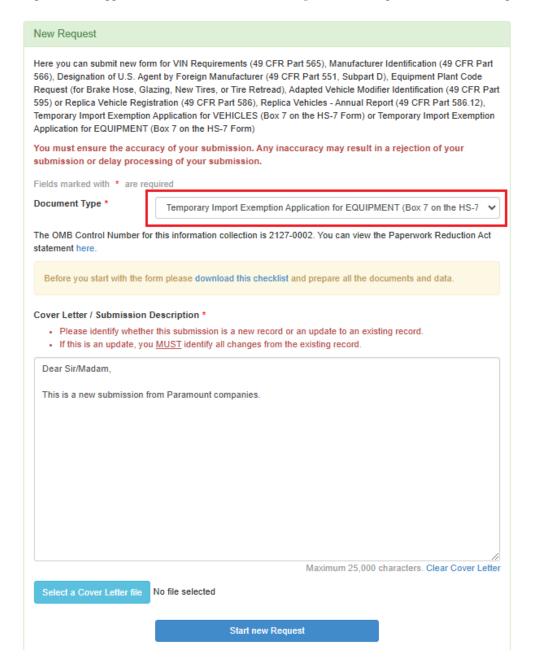
# Appendix 14 – How to Enter Temporary Import Exemption for EQUIPMENT submittals Using NHTSA's Manufacturer Portal

# **Temporary Import Exemption Application for EQUIPMENT (Box 7 on the HS-7)**

To start the *Temporary Import Exemption for EQUIPMENT* application process through the Portal, select the *Document Type* on the *New Request* page. Document types can be seen in a drop-down list and once selected will allow the remainder of the fillable form to be completed. Fields marked with a red asterisk (\*) are required fields.

Before you start filling the form, the importers are advised to download the checklist from the link provided on the *New Request* page and prepare all the documents and data.

In the *Cover Letter*, please identify whether the submission is a new record or an update to an existing record and provide a description of the application. Click the *Submit New Request* button to proceed to the next step.



In SECTION 1: Equipment, the Importer is required to provide the following information:

- Contact information for official correspondence.
- Select the relevant application request option:
  - Select the first option if you are requesting for a <u>new permission</u> to import motor vehicles to the United States. The importer must provide information about the Broker.
  - Select the second option if you are only requesting to extend the expiration date of an existing permission. If other changes are also required, choose the third option to <u>change</u> an existing import permission. For an <u>extension</u> request, the importer must upload the previous permission letter and specify the requested duration of exemption.
  - Select the third option if you are adding or modifying operating locations, routes, vehicles, vehicle operations, expiration dates, or any other conditions established by a previous permission. For a <u>change</u> to an existing import permission, there is no need to provide the broker information or upload the previous submission letter.
- Equipment details: Equipment Type, Total Quantity, Make/Brand, Model, TIN or S/N, Manufacture Year and Manufacture Month.

Any person knowingly making a false declaration in this application is subject to a fine of not more than \$10,000 or imprisonment for not more than 5 years or both (18 U.S.C. 1001).

On the top of the page is a guide that shows the progress of the submission as it is completed.

# Temporary Import Exemption Application for Equipment



PAPERWORK REDUCTION ACT STATEMENT: A federal agency may not conduct or sponsor, and a person is not required to respond to, nor shall a person be subject to a penalty for failure to comply with, a collection of information subject to the requirements of the Papenwork Reduction Act unless that collection of information displays a current valid OMB Control Number. The OMB Control Number for this information collection is 2127-0002. Expiration date: 9/30/2022. The information collected on this form is necessary to obtain a letter from NHTSA granting permission to temporarily import, for purposes of research, investigations, demonstrations or training, or competitive racing events, a motor vehicle equipment that does not conform to all applicable Federal motor vehicle safety standards. The information is used to identify the vehicle or equipment to be imported and to verify that it is being imported for a permitted purpose. We estimate that it will take between 5 minutes and 10 hours to complete the form, depending on the intended use. The information collected is necessary to obtain an exemption under 49 U.S.C. 30114 and 49 CFR 591.5(j)(1) and 591.6(f)(1). Send comments regarding this burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden to: Information Collection Clearance Officer, National Highway Traffic Safety Administration, 1200 New Jersey Ave. S.E.. Room W51-312, Washington, DC, 20590.

PRIVACY ACT OF 1974 COMPLIANCE INFORMATION: The following information is provided in accordance with 5 U.S.C. 522a(e)(3) and applies to this form. The information required on this form is required by 49 U.S.C. Chapters 301, 325 and 331. This information is used by the U.S. Department of Transportation, National Highway Traffic Safety Administration (NHTSA) to monitor the importation of motor vehicles and motor vehicle equipment to ensure compliance with Federal Motor Vehicle Safety Standards, Bumper Standards and Theft Prevention Standards. The records may be routinely used by the cited agencies, the Environmental Protection Agency, and State Divisions of Motor Vehicles. In instances of alleged fraud, records may be used by law enforcement agencies. Failure to provide the required information will result in the refusal of entry of the vehicle(s) or equipment into the United States.

\* indicates a required field

# **SECTION 1: Equipment**

 $\triangle$ 

If your response contains any material that you claim is confidential business information, it is essential that you follow the instructions in our confidential business information regulations described in 49 CFR Part 512

#### Importer Information

Contact information for where official correspondence will be sent.

Name *	George Smith	Country *	UNITED STATES (USA)	~
Title *	Vice President	Address *	123 Main Street	
Company Name *	paramount Companies	City *	Lancaster	
Email *	GSmith@Paramount.com	State *	PENNSYLVANIA	~
Phone *	8889990000	ZIP / Postal Code *	12345	

#### This application requests \*

- A <u>new permission</u> to import equipment into the United States.
- An <u>extension</u> for an existing import permission. Select this option if you are only requesting to extend the expiration date of an existing permission. If other changes are also required, choose the option below.
- A <u>change</u> to an existing import permission for equipment already in the United States. This includes, but is not limited to, adding or modifying operating locations, routes, equipment, equipment operations, expiration dates, or any other conditions established by a previous permission.

#### **Broker Information**

Name *		Madison Park	Email *		ParamountCompanies@E	OX7.com
Company Name *		ABC marketing	Phone *		1112223434	
Filer Code *		ABC500				
Equipment Information						
Equipment Type *		Compressed Natural Gas Fuel Cc 💙	Total Quantity *		50	
Make/Brand *	Model *	TIN or S/N *	Manufacture Year *	Mar	nufacture Month *	
Paramount	Super 250	S100	2021	1	l	Delete
Paramount	Super 500	P250	2021	1	)	Delete

Add equipment

Any person knowingly making a false declaration is subject to a fine of not more than \$10,000 or imprisonment for not more than 5 years or both (18 U.S.C. 1001).

You will be given the opportunity to upload additional documents on the 'Other Information' page.

You will be given the opportunity to review and edit all sections on the 'Review and Confirmation' page before submitting your application.



SECTION 1: Equipment is continued on this page. The importer is required to provide the following information here:

- **1.1 Purpose of Exemption:** Select the purpose(s) of exemption from the following choices provided Research, Investigation, Demonstration, Training and/or Competitive Racing Event.
- 1.2 Description of Use: Describe how the vehicle will be used and include reasons for why public road is necessary.
- 1.3 Location: Address and/or description of the location(s) where the Equipment will be used or tested.
- 1.4 Interaction with the Public: Answer the questions about the interaction of equipment with the public.
- **1.5 Disposition:** Select the intended means of final disposition after completion of the purposes of importation.
- **1.6 Requested Duration of Exemption:** Specify the requested duration of exemption in weeks from the date of permission.

# Temporary Import Exemption Application for Equipment

	€ Equipment continued	•	Equipment Interacting with the Public	Other Information	Review and Confirmation
* indicates a required field					
SECTION 1: Equipme	ent continued				
	s any material that you claim is ormation regulations described			ion, it is essential that you follow	w the instructions in our
1.1 Purpose of Exemption: *  ✓ Research					
□Investigation					
✓ Demonstration					
✓ Training					
☐ Competitive Racing Event					
1.2 Description of Use * - Describe	how the vehicle will be used and inclu	ide rea	sons for why public road use	is necessary.	
The equipment is exported for dem	nonstration purposes only.				
					//
1.3 Location - Address and/or descri	intion of the location(s) where the Equ	inment	t will be used or tested. List al	Il states senarated by commas when	e operation or testing will take place
	priori of the location(3) where the Equ	принси	Parsons Factory industrial		e operation or resumg will take place.
Location Description *					//
State(s) *			CA,Az		
1.4 Interaction with the Public					
	ed on public roads or outside of contr	olled la	aboratory/test track conditions	at any time?	
Yes    No					
	ed near members of the public <sup>1</sup> (e.g.	, pedes	strians, motor vehicle(s)) at a	ny time?	
<ul><li>Yes</li><li>No</li></ul>					
1.4.c. * Will the equipment be inve	olved in transporting members of the	public	<sup>1</sup> at any time?		
○ Yes					
<ul><li>No</li></ul>					
1.5 *Disposition - Intended mean	ns of final disposition after completion	of the	purposes of importation		
○ Export					
<ul> <li>Destroy Under CBP Supervisio</li> </ul>	n				
	mption in weeks from the date of pe ond this duration with subsequent wi				
30	ond this duration with subsequent wi	nach p	emission nom with only		
	to upload additional documents on the to review and edit all sections on the			ore submitting your application.	
Save & Continue Cancel Su	ubmission				

<sup>1</sup> For purposes of this form, "members of the public" includes anyone that is not employed by (or is an agent of) the manufacturer, importer, or operator of the subject vehicle(s) or a regulating authority. To the extent an educational institution is included as an importer, or operator, "members of the public" includes students of the educational institution.

If you answered "Yes" to any of the questions in the 1.4 Interaction with the Public segment, complete SECTION 2: Equipment Interacting with the Public. If not, proceed to Other Information page.

In SECTION 2: Equipment Interacting with the Public, the importer is required to provide the following information:

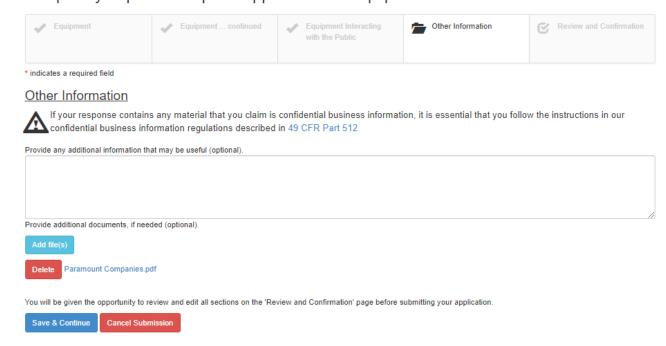
- (2.1) Noncompliance with Specific FMVSS: Various Federal Motor Vehicle Safety Standard (FMVSS) standards will be listed here based on the *Equipment Type* selection from *Section 1: Equipment* For each standard listed, the importer must indicate if the vehicle meets the requirements.
- Select "Yes" if the vehicle meets the requirement.
- Select "No" or "Unknown" if the vehicle does not meet the requirement. Describe the potential noncompliance and explain how any risks resulting from the potential noncompliance will be mitigated. If the mitigation includes compliance with standards other than the FMVSS, identify each such standard and explain how the vehicle's conformity to the other standard compares to compliance with the corresponding FMVSS provision.
- Select "Not Applicable" if you believe that FMVSS does not apply and explain the reason for it.
- (2.2) Insurance: Indicate whether you maintain insurance coverage from a regulated insurance company at all times in a sufficient amount to cover liability for damages, including for bodily injury or death, that may result from the operation of the vehicle in the manner and location(s) described in the application.
- (2.3) **Photographs:** Provide photos of the equipment. If importing multiple items of equipment, provide photos of a single item of equipment that are representative of the group.

# Temporary Import Exemption Application for Equipment

Equipment	Equipment co	S Equipment Interaction with the Public	Other Information	Review and Confirmation			
* indicates a required fi	eld						
SECTION 2:	Equipment Interacting	with the Public					
If your response contains any material that you claim is confidential business information, it is essential that you follow the instructions in our confidential business information regulations described in 49 CFR Part 512							
2.1 Non-compliance w	vith Specific FMVSS						
For each Federal Motor	r Vehicle Safety Standard (FMVSS) lis	ed below, indicate if the vehicle meets th	e requirements.				
If you select No of includes complia with the correspondent.		ncompliance and explain how any risks r /SS, identify each such standard and exp	esulting from the potential noncompliance	_			
FMVSS	Meets the Requirements? *	Description/Explanation	Mitigation				
304 - Compressed Nat Fuel Container Integrit			la la				
	ance coverage from a regulated insura in of the vehicle in the manner and loci		mount to cover liability for damages, inclu	iding for bodily injury or death, that may			
2.3 Photographs *							
Provide photos of the equipment. If importing multiple items of equipment, provide photos of a single item of equipment that are representative of the group.  Add file(s)							
Delete Sample1.jpg							
		ments on the 'Other Information' page ions on the 'Review and Confirmation'	e. page before submitting your applicati	ion.			
Save & Continue							

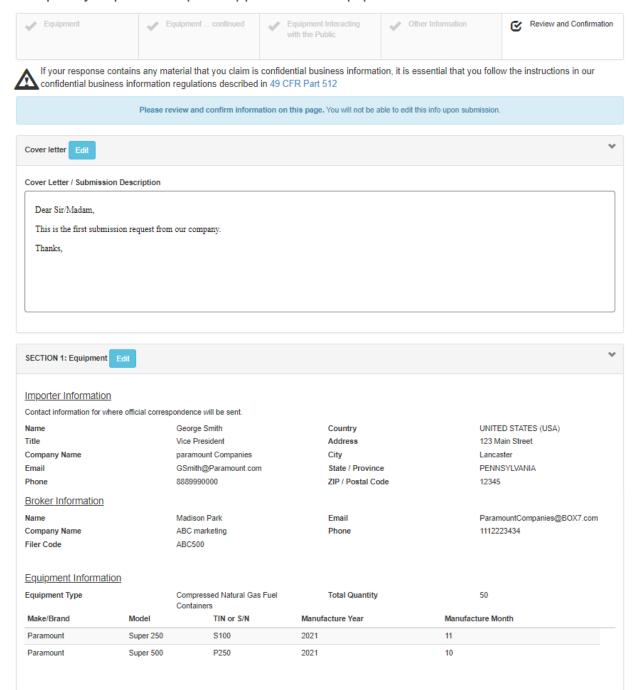
The *Other Information* step is optional. If the importer wants to upload any additional documentation to support the submission, they can do so, by clicking the *Add file(s)* button. Any additional information regarding the submission can be entered in the text box provided on this page.

# Temporary Import Exemption Application for Equipment



The final step in the *Temporary Import Exemption Application for Equipment* submission process is to review and confirm the information entered. Click the blue *edit* buttons to edit the information entered. If the information is accurate upon review, click the *Submit* button. You can cancel the submission by clicking the *Cancel Submission* button.

# Temporary Import Exemption Application for Equipment



SECTION 1: Equipment ... continued 1.1 Purpose of Import Research Demonstration Training 1.2 Description of Use The equipment is exported for demonstration purposes only. 1.3 Location - Address and/or description of the location(s) where the Equipment will be used or tested. List all states, separated by commas, where operation or testing will take place Location Description Parsons Factory industrial area State(s) CA.Az 1.4 Interaction with the Public a. Will the equipment be used on public roads or outside of controlled laboratory/test track conditions at any time? b.Will the equipment be used near members of the public 1 (e.g., pedestrians, motor vehicle(s)) at any time? No c. Will the equipment be involved in transporting members of the public at any time? No 1.5 Duration and Disposition - Duration and intended means of final disposition **Destroy Under CBP Supervision** 1.6 Requested Duration of Exemption: 30 in weeks from the date of permission (permission may be extended beyond this duration with subsequent written permission from NHTSA)

SECTION 2: Equipment Interacting with the Public Edit

\*

#### 2.1 Non-compliance with Specific FMVSS

For each Federal Motor Vehicle Safety Standard (FMVSS) listed below, indicate if the vehicle meets the requirements.

- . If you select Yes, you are indicating that the vehicle meets all requirements for that FMVSS.
- If you select No or Unknown, describe the potential noncompliance and explain how any risks resulting from the potential noncompliance will be mitigated. If the mitigation includes compliance with standards other than the FMVSS, identify each such standard and explain how the vehicle's conformity to the other standard compares to compliance with the corresponding FMVSS provision.
- If you select Not Applicable, explain why you believe that FMVSS does not apply.

FMVSS Meets the Requirements? Description/Explanation Mitigation
304 - Compressed Natural Gas Fuel Container Integrity Yes

#### 2.2 Insurance

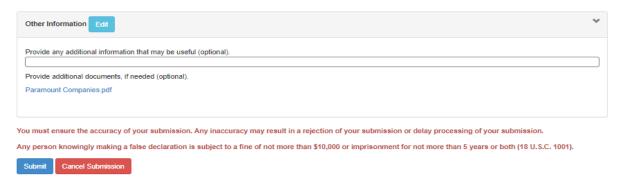
Will you maintain insurance coverage from a regulated insurance company at all times in a sufficient amount to cover liability for damages, including for bodily injury or death, that may result from the operation of the vehicle in the manner and location(s) described in this application?

Yes

#### 2.3 Photographs

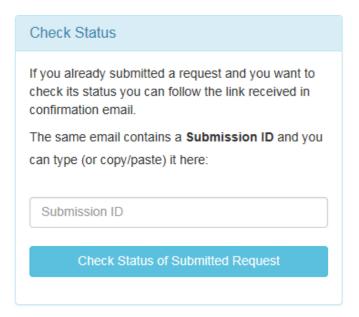
Provide photos of the equipment. If importing multiple items of equipment, provide photos of a single item of equipment that are representative of the group.

Sample1.jpg



Once an application is submitted, a *Submission ID* will be assigned to that application and will be visible on the completion page on portal. The manufacturer will receive an email from NHTSA to confirm the reception of the application. This email will have the *Submission ID* and a link to the submission.

The progress of a *Temporary Import Exemption Application for Equipment* submission can be checked at anytime by entering the *Submission ID* into the *Check Status* box on the right side of the Manufacturer Portal home page.



For any questions or concerns about the application or the temporary import exemption process, please email at <a href="mailto:SpecialExemptions@dot.gov">SpecialExemptions@dot.gov</a>.

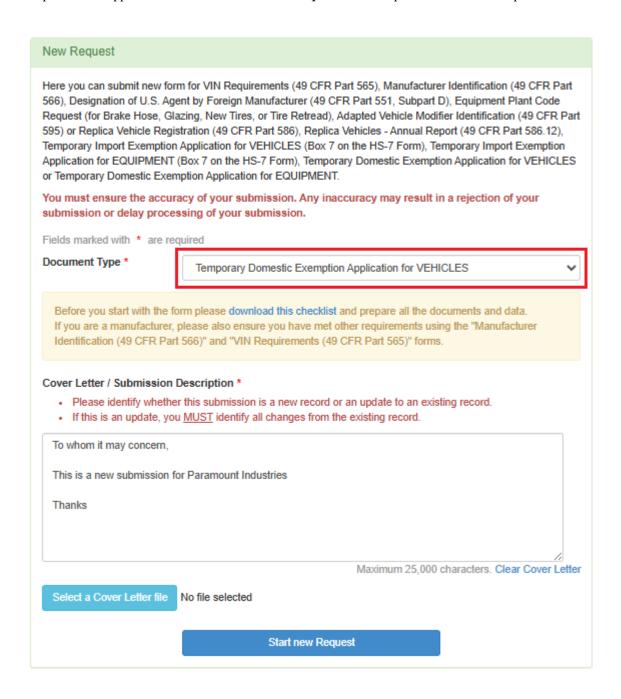
# Appendix 15 – How to Enter Temporary Domestic Exemption Application for VEHICLES submittals Using NHTSA's Manufacturer Portal

# **Temporary Domestic Exemption Application for VEHICLES**

To start the *Temporary Domestic Exemption Application for VEHICLES* application process through the Portal, select the *Document Type* on the *New Request* page. Document types can be seen in a drop-down list and once selected will allow the remainder of the fillable form to be completed. Fields marked with a red asterisk (\*) are required fields.

Before you start filling the form, the applicants are advised to download the checklist from the link provided on the *New Request* page and prepare all the documents and data.

In the *Cover Letter*, please identify whether the submission is a new record or an update to an existing record and provide a description of the application. Click the *Submit New Request* button to proceed to the next step.



In SECTION 1: Vehicles, the applicant is required to provide the following information:

- Contact information for official correspondence.
- Select the relevant application request option:
  - Select the first option if you are requesting for a <u>new permission</u> to allow temporary exemption of noncompliant motor vehicles that are not associated with a previous permission.
  - Select the second option if you are only requesting to extend the expiration date of an existing permission. If other changes are also required, choose the third option to <u>change</u> an existing permission. For an <u>extension</u> request, the applicant must upload the previous permission letter and specify the requested duration of exemption.
  - Select the third option if you are adding or modifying operating locations, routes, vehicles, vehicle operations, expiration dates, or any other conditions established by a previous permission.
- Vehicle details: *Make, Model, Model year(s), GVWR, Vehicle Type* and *VIN(s)* or *S/N(s)*. The applicant must list all the VIN(s) or S/N(s) of the vehicles to be exempted, in the box provided.

Any person knowingly making a false declaration in this application is subject to a fine of not more than \$10,000 or imprisonment for not more than 5 years or both (18 U.S.C. 1001).

On the top of the page is a guide that shows the progress of the submission as it is completed.

# Temporary Domestic Exemption Application for Vehicles



The following is information NHTSA would find useful in considering exemption applications under 49 U.S.C. 30114(a). The list below contains information NHTSA has previously requested for similar applications. Although submitting this information is not required, providing it may allow NHTSA to process your request more quickly and may increase the likelihood that NHTSA will grant your request. This list is intended only to aid applicants in preparing more thoroughly explained and better supported applications and should not be viewed as minimum requirements for submission of an application. Additionally, NHTSA may request information not listed below if NHTSA determines such information would be helpful in evaluating your request.

\* indicates a required field

#### SECTION 1: Vehicles



If your response contains any material that you claim is confidential business information, it is essential that you follow the instructions in our confidential business information regulations described in 49 CFR Part 512

#### Applicant Information

Contact information for where official correspondence will be sent



#### This application requests \*

- A new permission to allow temporary exemption of noncompliant motor vehicles for particular purposes. Select this option if you are requesting exemption for any vehicles (identified by VIN) that are not associated with a previous permission.
- An <u>extension</u> for an existing permission. Select this option if you are only requesting to extend the expiration date of an existing permission. If other changes are also required, choose the option below.
- A <u>change</u> to an existing permission. This includes, but is not limited to, adding or modifying operating locations, routes, vehicles, vehicle operations, expiration dates, or any other conditions established by a previous permission.

#### Vehicle Information



Any person knowingly making a false declaration is subject to a fine of not more than \$10,000 or imprisonment for not more than 5 years or both (18 U.S.C. 1001).

You will be given the opportunity to upload additional documents on the 'Other Information' page.

You will be given the opportunity to review and edit all sections on the 'Review and Confirmation' page before submitting your application.



SECTION 1: Vehicles is continued on this page. The applicant is required to provide the following information here:

- **1.1 Purpose of Exemption**: Select the purpose(s) of exemption from the following choices provided Research, Demonstration, Training and/or Competitive Racing Event. A brief description of the purpose of exemption and why it is necessary is also required.
- 1.2 Location: Address and/or description of the location(s) where the Vehicle(s) will be operated or tested.
- 1.3 Interaction with the Public: Answer the questions about the interaction of vehicle (s) with the public.
- **1.4 Automated vehicle Technology:** Specify whether the vehicle will be operated by an Automated Driving Systems 2 (ADS) at any time or not (1.4).
- 1.5 Disposition: Select the intended means of final disposition after completion of the purposes of exemption.
- **1.6 Requested Duration of Exemption:** Specify the requested duration of exemption in weeks from the date of permission.

If the Vehicle Type selected on the previous page is "Incomplete Vehicle", the 1.3 Interaction with the Public and 1.4 Automated vehicle Technology segments will be hidden. For all other Vehicle Types selected, the applicant is required to complete all segments listed above.

# Temporary Domestic Exemption Application for Vehicles



\* indicates a required field SECTION 1: Vehicles ... continued Alf your response contains any material trial you claim. IS Section 19 CFR Part 512 confidential business information regulations described in 49 CFR Part 512 If your response contains any material that you claim is confidential business information, it is essential that you follow the instructions in our 1.1 Purpose of Exemption \* Research Demonstration Training ☐ Competitive Racing Event Description of Use \* - Brief description of the purpose for the exemption and why it is necessary Research and demonstration purpose only. 1.2 Location - Address and/or description of the location(s) where the Vehicle(s) will be operated or tested. List all states, separated by commas, where operation or testing will take METRO MOTORSPORTS1500 River Hwy, International Race Complex | Hampton, PA Location Description \* State(s) \* Pennsylvania 1.3 Interaction with the Public 1.3.a. \* Will the vehicle(s) be operated on public roads or outside of controlled laboratory/test track conditions at any time? 1.3.b. \* Will the vehicle(s) be operated near members of the public 1 (e.g., pedestrians, bicyclists, motor vehicles) at any time? 1.3.c. \* Will the vehicle(s) be involved in transporting members of the public 1 at any time? Yes O No

# 1.4 \* Automated Vehicle Technology

Will the vehicle(s) be operated by an Automated Driving Systems 2 (ADS) at any time?

YesNo

 $1.5 \pm Disposition$  - Intended means of final disposition after completion of the purposes of the exemption

O Export
O Destroy

Agree to retain possession of the vehicle and keep the vehicle off public roads

1.6 \* Requested Duration of Exemption in weeks from the date of permission

(permission may be extended beyond this duration with subsequent written permission from NHTSA)

50

You will be given the opportunity to upload additional documents on the 'Other Information' page.

You will be given the opportunity to review and edit all sections on the 'Review and Confirmation' page before submitting your application.

Save & Continue Cancel Submission

<sup>&</sup>lt;sup>1</sup> For purposes of this form, "members of the public" includes anyone that is not employed by (or is an agent of) the manufacturer, importer, or operator of the subject vehicle(s) or a regulating authority. To the extent an educational institution is included as an importer, or operator, "members of the public" includes students of the educational institution.

<sup>&</sup>lt;sup>2</sup> Automated Driving System (ADS): The hardware and software that are collectively capable of performing the entire Dynamic Driving Task on a sustained basis, regardless of whether it is limited to a specific operational design domain. This term is used specifically to describe an SAE Level 3, 4, or 5 driving automation system (SAE J3016\_APR2021). For purposes of requesting permission for exemption under 49 U.S.C. 30114(a), SAE level classification is made regardless of the presence of a safety operator.

If you answered "Yes" to any of the questions in the 1.3 Interaction with the Public segment, complete SECTION 2: Vehicles Interacting with the Public. If not, proceed to SECTION 3: ADS-Equipped Vehicles.

In SECTION 2: Vehicles Interacting with the Public, the applicant is required to provide the following information:

- (2.1) Noncompliance with Specific FMVSS: Various Federal Motor Vehicle Safety Standard (FMVSS) standards will be listed here based on the *Vehicle Type* selection from *Section 1: Vehicles*. In the screenshot below, the *Vehicle Type* selected is "*Motorcycle*" and therefore only the FMVSS standards applicable to Motorcycle vehicles are listed. For each standard listed, the applicant must indicate if the vehicle meets the requirements.
  - Select "Yes" if the vehicle meets the requirement.
  - Select "No" or "Unknown" if the vehicle does not meet the requirement. Describe the potential noncompliance and explain how any risks resulting from the potential noncompliance will be mitigated. If the mitigation includes compliance with standards other than the FMVSS, identify each such standard and explain how the vehicle's conformity to the other standard compares to compliance with the corresponding FMVSS provision.
  - Select "Not Applicable" if you believe that FMVSS does not apply and explain the reason for it.
- (2.2) Insurance: Indicate whether you maintain insurance coverage from a regulated insurance company at all times in a sufficient amount to cover liability for damages, including for bodily injury or death, that may result from the operation of the vehicle in the manner and location(s) described in the application.
- (2.3) **Photographs:** Provide interior and exterior photos of the vehicle. If requesting exemption for multiple identical vehicles, you may provide photos of a single vehicle that are representative of the group.
- (2.4) Mileage: Specify the estimated total number of miles to be driven while interacting with the public.
- (2.5) Operator Information: Provide the contact information for the entity that employs the safety operator(s) or driver(s). If the operator information is same as the applicant, there is an option to autofill the operator information. Click the link that says, "Click here if you want to copy Applicant's data."

# Temporary Domestic Exemption Application for Vehicles



\* indicates a required field

### SECTION 2: Vehicles Interacting with the Public

A If your response contains any material that you claim is confidential business information, it is essential that you follow the instructions in our confidential business information regulations described in 49 CFR Part 512

#### 2.1 Noncompliance with Specific FMVSS

For each Federal Motor Vehicle Safety Standard (FMVSS) listed below, indicate if the vehicle meets the requirements.

- If you select Yes, you are indicating that the vehicle meets all requirements for that FMVSS.
- If you select No or Unknown, describe the potential noncompliance and explain how any risks resulting from the potential noncompliance will be mitigation includes compliance with standards other than the FMVSS, identify each such standard and explain how the vehicle's conformity to the other standard compares to compliance with the corresponding FMVSS provision.

  If you select Not Applicable, explain why you believe that FMVSS does not apply.

FMVSS	Requirements? *	Description/Explanation	Mitigation
106 - Brake Hoses	Yes No Unknown Not applicable	Brake Hose markings	Will be compliant
108 - Lamps, Reflective Devices, and Associated Equipment	Yes No Unknown Not applicable	Missing front-side and rear-side side marker/reflectors. Lights not DOT compliant	Will be compliant
111 - Rear visibility	Yes No Unknown Not applicable	Testing incomplete	Will be compliant
116 - Motor Vehicle Brake Fluids	Yes No Unknown Not applicable	li di	L.
119 - New pneumatic Tires for Motor Vehicles with GVWR > 4,536 kg & Motorcycles	Yes     No     Unknown     Not applicable	li di	16
120 - Tire Selection and Rims for Motor Vehicles with GVWR > 4,536 kg	Yes     No     Unknown     Not applicable		<i>A</i>
122 - Motorcycle brake systems	Yes     No     Unknown     Not applicable	a.	a
123 - Motorcycle controls and displays	Yes     No     Unknown     Not applicable	, a	,
205 - Glazing Materials	Yes     No     Unknown     Not applicable	la de la companya de	, a

Will you maintain insurance coverage from a regulated insurance company at all times in a sufficient amount to cover liability for damages, including for bodily injury or death, that may result from the operation of the vehicle in the manner and location(s) described in this application?

Provide interior and exterior photos of the vehicle. If requesting exemption for multiple identical vehicles, you may provide photos of a single vehicle that are representative of the group.

menor	Exterior
Add file(s)	Add file(s)
Delete Interior 1.jpg	Delete Exterior 2.jpg
Delete Interior 2.JPG	Delete Exterior 1.JPG

# Estimated total number of miles to be driven while interacting with the public: 200 2.5 Operator Information

Provide contact information for	the entity that employs the safety operator(s) or driver(s).	Click here if you want to copy Applica	ant's data	
Name *	James Smith	Country *	UNITED STATES (USA)	_
Title *	Managing Director	Address *	11 Watson Street	
Company Name *	Paramount Industries	City *	West Chester	
Email *	James.Smith@Paramount.com	State *	OREGON	`
Phone *	4567891122	Zip/Postal code *	12345	

You will be given the opportunity to upload additional documents on the 'Other Information' page.
You will be given the opportunity to review and edit all sections on the 'Review and Confirmation' page before submitting your application.

Save & Continue Cancel Submission

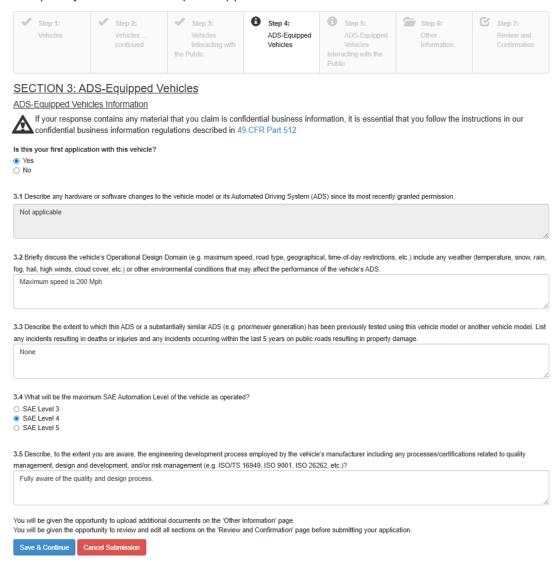
If you answered "Yes" to question 1.4 Automated vehicle Technology, complete SECTION 3: ADS-Equipped Vehicles (This section is optional). If not, proceed to SECTION 4: ADS-Equipped Vehicles Interacting with the Public

In SECTION 3: ADS-Equipped Vehicles, the applicant is required to describe the following:

- 3.1 Hardware or software changes made to the vehicle model or its ADS since its most recently granted permission.
- 3.2 Vehicle's Operational Design Domain
- 3.3 The extent to which this ADS or a substantially similar ADS has been previously tested using this vehicle model or another vehicle model.
- 3.4 Maximum SAE Automation Level
- 3.5 The engineering development process employed by the vehicle's manufacturer.
- 3.6 The nature of any testing that will be performed on the vehicles.

If the answer to all questions in 1.3 Interaction with the Public segment were "No", question 3.6 will be hidden.

# Temporary Domestic Exemption Application for Vehicles



If you answered "Yes" to any of the questions in 1.3 Interaction with the Public segment and "Yes" to question 1.4 Automated vehicle Technology, complete SECTION 4: ADS-Equipped Vehicles Interacting with the Public (This section is optional). If not, proceed to Other Information page.

In SECTION 4: ADS-Equipped Vehicles Interacting with the Public, the applicant is required to describe the following:

- **4.1** The proposed operation of the vehicle, including any research, demonstration, training, or investigation objectives and identify all entities involved with the project.
- **4.2** The location where the operation(s) will be performed, including addresses of starting point(s) and any stops, as applicable. State the length of all routes in miles. In addition, upload a map or aerial view of all location(s) and/or anticipated route(s) with all roads clearly marked. (.kmz and Google Earth files are preferred).
- **4.3** The degree of anticipated public integration during operation. State the vehicle's maximum operating speed(s), the posted speed limit(s) on all roads where the vehicle will travel and the anticipated times of day the vehicle will be operated.
- **4.4** Any public outreach performed in preparation of the operation and the response from the community.
- 4.5 Indicate whether the vehicle is equipped with seat belts at all seating positions.
- **4.6** Indicate whether the operation of vehicle(s) involve only seated occupants.
- **4.7** The architecture of vehicle's braking system, the maximum deceleration rate that the ADS can apply while braking and the minimum stopping distance that the ADS can achieve while braking from its maximum operating speed.
- **4.8** Predetermined points during operation where the safety operator will assume control or provide input to the vehicle's operation.
- **4.9** The plan to limit the operation of the vehicle and ADS to its Operational Design Domain.
- **4.10** Indicate whether you anticipate updating the software or hardware of the vehicle at any time during the requested operational period and if so, explain the changes.
- 4.11 All local or state government authorizations required to test the vehicle in autonomous mode on public roads.
- **4.12** Where the vehicle(s) will be stored when not in operation, the distance between storage and the operating location(s) and how the vehicle will be transported to and from storage.
- **4.13** Indicate whether the vehicle will be operated in any school zones or near other areas where children congregate at any time.
- 4.14 Indicate whether a trained safety operator be in the vehicle(s) at all times during operation.
- 4.15 Indicate whether a trained safety operator be able to take immediate control of the vehicle should the need arise and if yes, explain the process. How the ADS is engaged/disengaged and what controls are used during manual operation.
- **4.16** The training program specifically how operators are selected, trained, monitored and corrective actions are enforced. If your training program references any industry best practices, provide the document reference.
- **4.17** The topics covered in training.
- 4.18 Indicate whether the safety operators are provided with the information of the vehicle as part of the training.
- 4.19 Indicate whether the safety operators are required to pass a written evaluation or skills assessment.
- **4.20** Indicate whether a supervised operation is conducted prior to permitting operation alone.
- 4.21 Indicate whether periodic monitoring, evaluation, or training are conducted following the initial training.
- **4.22** Indicate whether the safety operators use pre-tip checklists.
- **4.23** The policies regarding mandatory breaks and for limiting safety operator distraction.
- **4.24** Incident response protocols.

# Temporary Domestic Exemption Application for Vehicles

❤ Step 1:	✓ Step 2:	✓ Step 3:	Step 4:	Step 5:	Step 6:	Step 7:
Vehicles	Vehicles continued	Vehicles Interacting with the Public	ADS-Equipped Vehicles	ADS-Equipped Vehicles Interacting with the Public	Other Information	Review and Confirmation

				Public		
SECTION 4: A	DS-Equipped Ve	ehicles Interacti	ing with the Pub	lic		
	se contains any materia siness information regu			mation, it is essential	that you follow the ins	tructions in our
ADS-Equipped Veh	icle Operation					
<b>4.1</b> Provide a detailed de this project.	scription of your proposed (	operation, including any re	search, demonstration, train	ning, or investigation obje	ctives you may have. Ident	tify all entities involved wit
Description text						
4.2 State precisely where	e the operation(s) will be pe	rformed, including address	ses of starting point(s) and a	any stops, as applicable.	State the length of all route	s in miles.
Description text						
Provide a map or aerial v	riew of all location(s) and/or	anticipated route(s). Ensu	ire that all roads are clearly	labeled, as applicable. (.I	kmz and Google Earth files	are preferred)
Add file(s)						
Delete Aerial view.pd	if					
	of anticipated public interac		e the vehicle's maximum <b>o</b> j	perating speed(s), the po	sted speed limit(s) on all ro	pads where the vehicle wil
Description text	incipated times of day the	veriliale will be operated.				
4.4 Describe any public of	outreach you have performe	ed in preparation of this op	eration. Describe the respon	nse from the community.		·
Description text						
4.5 Is the vehicle equippe	ed with seat belts at all seaf	ting positions?				
Yes  No						
O NO						
	vehicle(s) involve only seat	ed occupants?				
<ul><li>Yes</li><li>No</li></ul>						
○ Unknown						
4.7 Braking Systems						
a) Describe the vehicle's	braking system architectur	e, including any redundant	or backup systems.			
Description text						
b) State the maximum de	eceleration rate that the ADS	S can apply while braking				
Description text		,,,				
						,
c) State the minimum sto	opping distance that the ADS	S can achieve while brakin	g from its maximum operati	ng speed		

Description text

4.8 List and describe any predetermined points during operation where the safety operator will assume control or provide input to the vehicle's operation.
Description text
4.9 How do you plan to limit the operation of the vehicle and ADS to its Operational Design Domain (e.g. maximum speed, road type, weather, etc.) described in response to Question
32
Description text
<b>4.10</b> Do you anticipate updating the software or hardware of the vehicle at any time during the requested operational period? If so, explain.
Description text
4.11 List all local or state government authorizations required to test the vehicle in autonomous mode on public roads. Note any required authorizations not yet obtained. If local or state
government authorization is not required, so state.
Description text
Add file(s)
4.12 Discuss vehicle storage. Include where the vehicle(s) will be stored when not in operation, the distance between storage and the operating location(s), and how the vehicle(s) will
be transported to and from storage.
Description text
4.13 Will the vehicle(s) be operated in any school zones or near other areas where children congregate at any time?
Yes
○ No <u>Safety Operator Training</u>
4.14 Will a trained safety operator be in the vehicle(s) at all times during operation?  Yes
No
4.15 Will a trained safety operator be able to take immediate control of the vehicle should the need arise? If so, describe this process. Include detailed descriptions of how the ADS is
engaged/disengaged and what controls are used during manual operation.
Description text
4.16 Describe your training program, specifically how operators are selected, trained, monitored, and corrective actions are enforced. If your training program references any industry
best practices, provide the document reference .
Description text
4.17 What topics are covered in training?
Description text
•
4.18 Are safety operators provided with information on the limitations of the vehicle as part of the training or otherwise?
Description text

19 Are safety operators required to pass a written evaluation or skills assessment? If so, describe.	
Description text	
20 Is supervised operation conducted prior to permitting operation alone? If so, describe.	
Description text	
21 is periodic monitoring, evaluation, or training conducted following initial training? If so, describe.	•
21 is periodic monitoring, evaluation, or training conducted following initial training? It so, describe.  Description text	
Description text	
22 Do safety operators use pre-trip checklists? If so, describe.	
Description text	
23 Briefly describe your policies regarding mandatory breaks and for limiting safety operator distraction.	
Description text	
24 Describe your incident response protocols.	
Description text	

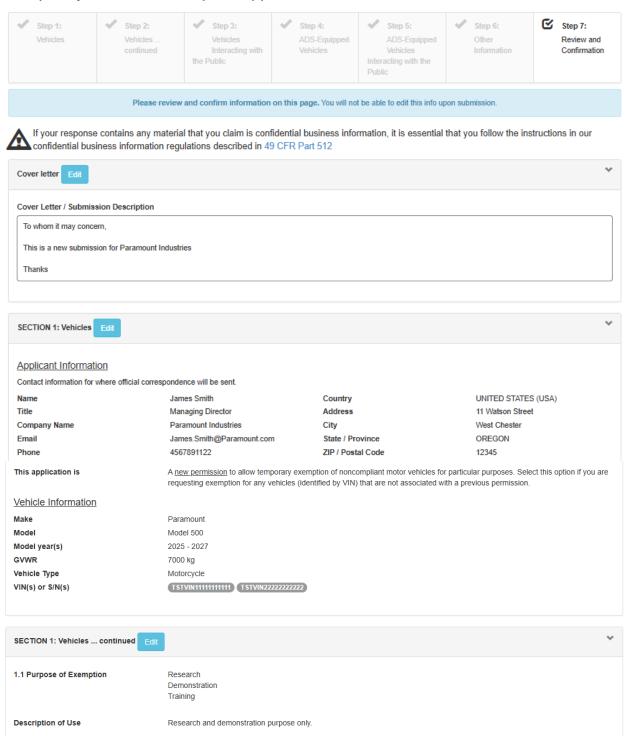
The *Other Information* step is optional. If the applicant wants to upload any additional documentation to support the submission, they can do so, by clicking the Add file(s) button. Any additional information regarding the submission can be entered in the text box provided on this page.

# Temporary Domestic Exemption Application for Vehicles

Step 1: Vehicles	Vehicles continued	Vehicles Interacting with the Public	Step 4:  ADS-Equipped  Vehicles	Step 5:  ADS-Equipped  Vehicles  Interacting with the  Public	Step 6: Other Information	Step 7:  Review and  Confirmation
confidential bus	ON e contains any materia	ulations described in 49		rmation, it is essential t	that you follow the ins	tructions in our
Provide additional docum	ents, if needed (optional).					A
Add file(s)	empanies.pdf					

The final step in the *Temporary Domestic Exemption Application for VEHICLES* submission process is to review and confirm the information entered. Click the blue *edit* buttons to edit the information entered. If the information is accurate upon review, click the *Submit* button. You can cancel the submission by clicking the *Cancel Submission* button.

# Temporary Domestic Exemption Application for Vehicles



1.2 Location - Address and/or description of the location(s) where the Vehicle(s) will be operated or tested. List all states, separated by commas, where operation or testing will

take place.

**Location Description** METRO MOTORSPORTS1500 River

Hwy, International Race Complex |

Hampton, PA

State(s) Pennsylvania

#### 1.3 Interaction with the Public

a.Will the vehicle(s) be operated on public roads or outside of controlled laboratory/test track conditions at any time?

b.Will the vehicle(s) be operated near members of the public (e.g., pedestrians, bicyclists, motor vehicles) at any time?

Yes

c.Will the vehicle(s) be involved in the transporting members of the public at any time?

No

#### 1.4 Automated Vehicle Technology

Will the vehicle(s) be operated by an Automated Driving Systems (ADS) at any time?

1.5 Disposition - Intended means of final disposition after completion of the purposes of the exemption

Agree to retain possession of the vehicle and keep the vehicle off public roads

1.6 Requested Duration of Exemption: 50 in weeks from the date of permission

(permission may be extended beyond this duration with subsequent written permission from NHTSA)

SECTION 2: Vehicles Interacting with the Public Edit

### 2.1 Non-compliance with Specific FMVSS

For each Federal Motor Vehicle Safety Standard (FMVSS) listed below, indicate if the vehicle meets the requirements.

- . If you select Yes, you are indicating that the vehicle meets all requirements for that FMVSS.
- If you select No or Unknown, describe the potential noncompliance and explain how any risks resulting from the potential noncompliance will be mitigated. If the mitigation includes compliance with standards other than the FMVSS, identify each such standard and explain how the vehicle's conformity to the other standard compares to compliance with the corresponding FMVSS provision.
- If you select Not Applicable, explain why you believe that FMVSS does not apply.

FMVSS	Meets the Requirements?	Description/Explanation	Mitigation
106 - Brake Hoses	No	Brake Hose markings	Will be compliant
108 - Lamps, Reflective Devices, and Associated Equipment	No	Missing front-side and rear-side side marker/reflectors. Lights not DOT compliant	Will be compliant
111 - Rear visibility	Unknown	Testing incomplete	Will be compliant
116 - Motor Vehicle Brake Fluids	Yes		
119 - New pneumatic Tires for Motor Vehicles with GVWR > 4,536 kg & Motorcycles	Yes		
120 - Tire Selection and Rims for Motor Vehicles with GVWR > 4,536 kg	Yes		
122 - Motorcycle brake systems	Yes		
123 - Motorcycle controls and displays	Yes		
205 - Glazing Materials	Yes		

#### 2.2 Insurance

Do you have insurance coverage from a regulated insurance company in a sufficient amount to cover liability for damages, including for bodily injury or death, resulting from the operation of the vehicle in the manner and location(s) described in this application?

Yes

#### 2.3 Photographs

Provide interior and exterior photos of the vehicle. If requesting exemption for multiple identical vehicles, you may provide photos of a single vehicle that are representative of the

Interior Exterior

Interior 1.jpg Exterior 2.jpg Interior 2.JPG Exterior 1.JPG

#### 2.4 Mileage

Estimated total number of miles to be driven while interacting with the public:

#### 2.5 Operator Information

Provide contact information for the entity that employs the safety operator(s) or driver(s).

Name James Smith Country UNITED STATES (USA) Title Managing Director Address 11 Watson Street Company Name Paramount Industries City West Chester James.Smith@Paramount.com OREGON Email State 4567891122 Zip/Postal code 12345 Phone

SECTION 3: ADS-Equipped Vehicles Edit



#### ADS-Equipped Vehicles Information

Is this your first application with this vehicle? Yes

3.1 Describe any hardware or software changes to the vehicle model or its Automated Driving System (ADS) since its most recently granted permission.

Not applicable

3.2 Briefly discuss the vehicle's Operational Design Domain (e.g. maximum speed, road type, geographical, time-of-day restrictions, etc.) include any weather (temperature, snow, rain, fog, hail, high winds, cloud cover, etc.) or other environmental conditions that may affect the performance of the vehicle's ADS.

Maximum speed is 200 Mph

3.3 Describe the extent to which this ADS or a substantially similar ADS (e.g. prior/newer generation) has been previously tested using this vehicle model or another vehicle model. List any incidents resulting in deaths or injuries and any incidents occurring within the last 5 years on public roads resulting in property damage.

None

3.4 What will be the maximum SAE Automation Level of the vehicle as operated?

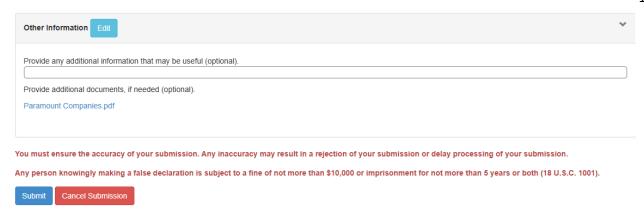
SAE Level 4

3.5 Describe, to the extent you are aware, the engineering development process employed by the vehicle's manufacturer including any processes/certifications related to quality management, design and development, and/or risk management (e.g. ISO/TS 16949, ISO 9001, ISO 26262, etc.)?

Fully aware of the quality and design process.

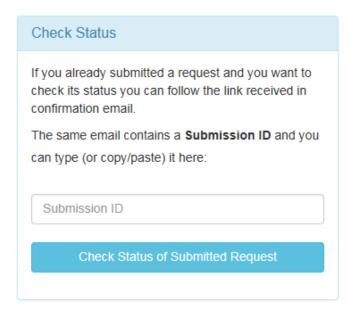
ADS-Equipped Vehicle Operation 4.1 Provide a dealed description of your proposed operation, including any research, demonstration, training, or investigation objectives you may have. Identify all entities involved with this project.  Description text  4.2 State precisely where the operation(s) will be performed, including addresses of starting point(s) and any stops, as applicable. State the length of all routes in miles.  Description text  Provide a map or aerial view of all location(s) and/or anticipated route(s). Ensure that all roads are clearly labeled, as applicable. (kmz and Google Earth files are preferred)  Acrial view poff  4.3 Describe the degree of anticipated public interaction during operation. State the vehicle's maximum operating speed(s), the posted speed limit(s) on all roads where the vehicle that travel or cross, and the anticipated times of day the vehicle will be operated.  Description text  4.4 Describe any public outreach you have performed in preparation of this operation. Describe the response from the community:  Description text  4.5 Is the vehicle equipped with seat belts at all seating positions?  Yes  4.7 a) Describe the vehicles braking system architecture, including any redundant or backup systems.  Description text  4.7 b) State the maximum deceleration rate that the ADS can apply while braking  Description text  4.7 c) State the minimum stopping distance that the ADS can achieve while braking from its maximum operating speed  Description text
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Description text
Securptor to the security of t
4.9 How do you plan to limit the operation of the vehicle and ADS to its Operational Design Domain (e.g. maximum speed, road type, weather, etc.) described in response to Question 3.2?
Description text
4.40 Do you gettiggets updating the coffuger or hardware of the upbigle at any time during the provider of the upbigle at any time during the provider of the upbigle at any time during the provider of the upbigle at any time during the provider of the upbigle at any time during the provider of the upbigle at any time during the provider of the upbigle at any time during the provider of the upbigle at any time during the upbigle at
4.10 Do you anticipate updating the software or hardware of the vehicle at any time during the requested operational period? If so, explain.  Description text

4.11 List all local or state government authorizations required to test the vehicle in autonomous mode on public roads. Note any required authorizations not yet obtained. If local or state government authorization is not required, an extra
state government authorization is not required, so state.  Description text
·
4.12 Discuss vehicle storage. Include where the vehicle(s) will be stored when not in operation, the distance between storage and the operating location(s), and how the vehicle(s)
will be transported to and from storage.
Description text
4.13 Will the vehicle(s) be operated in any school zones or near other areas where children congregate at any time?
Yes
Safety Operator Training
4.14 Will a trained safety operator be in the vehicle(s) at all times during operation?
No
4.45 Will a trained cafety encretor be able to take immediate central of the vahiole chould the peed arise? If or describe this process, include detailed descriptions of how the ADC
4.15 Will a trained safety operator be able to take immediate control of the vehicle should the need arise? If so, describe this process. Include detailed descriptions of how the ADS is engaged/disengaged and what controls are used during manual operation.
Description text
4.16 Describe your training program, specifically how operators are selected, trained, monitored, and corrective actions are enforced. If your training program references any
industry best practices, provide the document reference .
Description text
4.17 What topics are covered in training?
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Description text
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Description text
4.20 Is supervised operation conducted prior to permitting operation alone? If so, describe.
Description text
4.21 Is periodic monitoring, evaluation, or training conducted following initial training? If so, describe.
Description text
4.22 Do safety operators use pre-trip checklists? If so, describe.
Description text
4.23 Briefly describe your policies regarding mandatory breaks and for limiting safety operator distraction.
Description text
4.24 Describe your incident response protocols.
Description text



Once an application is submitted, a *Submission ID* will be assigned to that application and will be visible on the completion page on portal. The manufacturer will receive an email from NHTSA to confirm the reception of the application. This email will have the *Submission ID* and a link to the submission.

The progress of a *Temporary Domestic Exemption Application for Vehicles* submission can be checked at anytime by entering the *Submission ID* into the *Check Status* box on the right side of the Manufacturer Portal home page.



For any questions or concerns about the content of your application or the temporary domestic exemption process, please email at <a href="mailto:SpecialExemptions@dot.gov">SpecialExemptions@dot.gov</a>.

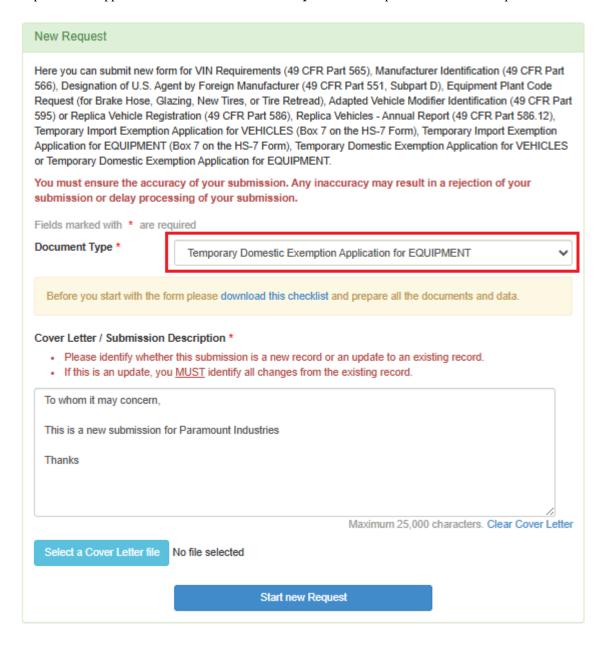
# Appendix 16 – How to Enter Temporary Domestic Exemption Application for EQUIPMENT submittals Using NHTSA's Manufacturer Portal

### **Temporary Domestic Exemption Application for EQUIPMENT**

To start the *Temporary Domestic Exemption Application for EQUIPMENT* application process through the Portal, select the *Document Type* on the *New Request* page. Document types can be seen in a drop-down list and once selected will allow the remainder of the fillable form to be completed. Fields marked with a red asterisk (\*) are required fields.

Before you start filling the form, the applicants are advised to download the checklist from the link provided on the *New Request* page and prepare all the documents and data.

In the *Cover Letter*, please identify whether the submission is a new record or an update to an existing record and provide a description of the application. Click the *Submit New Request* button to proceed to the next step.



In SECTION 1: Equipment, the applicant is required to provide the following information:

- Contact information for official correspondence.
- Select the relevant application request option:
  - Select the first option if you are requesting for a <u>new permission</u> to allow temporary exemption of noncompliant motor vehicle equipment for particular purposes.
  - Select the second option if you are only requesting to extend the expiration date of an existing permission. If other changes are also required, choose the third option to <u>change</u> an existing permission. For an <u>extension</u> request, the applicant must upload the previous permission letter and specify the requested duration of exemption.
  - Select the third option if you are adding or modifying operating locations, routes, equipment, equipment operations, expiration dates, or any other conditions established by a previous permission. For a <u>change</u> to an existing permission, there is no need to provide the broker information or upload the previous submission letter.
- Equipment details: Equipment Type, Total Quantity, Make/Brand, Model, TIN or S/N, Manufacture Year and Manufacture Month.

Any person knowingly making a false declaration in this application is subject to a fine of not more than \$10,000 or imprisonment for not more than 5 years or both (18 U.S.C. 1001).

On the top of the page is a guide that shows the progress of the submission as it is completed.

## Temporary Domestic Exemption Application for Equipment



The following is information NHTSA would find useful in considering exemption applications under 49 U.S.C. 30114(a). The list below contains information NHTSA has previously requested for similar applications. Although submitting this information is not required, providing it may allow NHTSA to process your request more quickly and may increase the likelihood that NHTSA will grant your request. This list is intended only to aid applicants in preparing more thoroughly explained and better supported applications and should not be viewed as minimum requirements for submission of an application. Additionally, NHTSA may request information not listed below if NHTSA determines such information would be helpful in evaluating your request.

\* indicates a required field

## SECTION 1: Equipment

A

If your response contains any material that you claim is confidential business information, it is essential that you follow the instructions in our confidential business information regulations described in 49 CFR Part 512

#### Applicant Information

Contact information for where official correspondence will be sent



This application requests \*

- A new permission to allow temporary exemption of noncompliant motor vehicle equipment for particular purposes.
- An extension for an existing permission. Select this option if you are only requesting to extend the expiration date of an existing permission. If other changes are also required, choose the option below
- A change to an existing permission. This includes, but is not limited to, adding or modifying operating locations, routes, equipment, equipment operations, expiration dates, or any other conditions established by a previous permission.

#### Equipment Information



Add equipment

Any person knowingly making a false declaration is subject to a fine of not more than \$10,000 or imprisonment for not more than 5 years or both (18 U.S.C. 1001).

You will be given the opportunity to upload additional documents on the 'Other Information' page.

You will be given the opportunity to review and edit all sections on the 'Review and Confirmation' page before submitting your application.



SECTION 1: Equipment is continued on this page. The applicant is required to provide the following information here:

- **1.1 Purpose of Exemption:** Select the purpose(s) of exemption from the following choices provided Research, Investigation, Demonstration, Training and/or Competitive Racing Event.
- 1.2 Description of Use: Describe how the vehicle will be used and include reasons for why public road is necessary.
- 1.3 Location: Address and/or description of the location(s) where the Equipment will be used or tested.
- 1.4 Interaction with the Public: Answer the questions about the interaction of equipment with the public.
- **1.5 Disposition:** Select the intended means of final disposition after completion of the purposes of exemption.
- **1.6 Requested Duration of Exemption:** Specify the requested duration of exemption in weeks from the date of permission.

## Temporary Domestic Exemption Application for Equipment

✓ Step 1: Equipment	Step 2: Equipment continued	Step 3: Equipment Interactin with the Public	Step 4: Other Information	Step 5:  Review and Confirmation
* indicates a required field				
SECTION 1: Equipn	nent continued			
			formation, it is essential that you	follow the instructions in our
	nformation regulations describe	d in 49 CFR Part 512		
1.1 Purpose of Exemption: *  ✓ Research				
☐ Investigation				
✓ Demonstration				
✓ Training				
☐ Competitive Racing Event				
	escription of the purpose for the exem	ption and why it is necessary.		
For Research and demonstration	n purpose only.			,
1.3 Location - Address and/or des	cription of the location(s) where the E	quipment will be used or tested	d. List all states, separated by commas,	, where operation or testing will take place
Location Description *		Parsons factory ind	dustrial complex	,
State(s) *		California		
1.4 Interaction with the Public	ad an public roads or outside of cont	rolled laboraton/fact track con	aditions at any time?	
	ed on public roads or outside of cont	rolled laboratory/test track con	iditions at any time?	
Yes    No				
1.4.b. * Will the equipment be us	ed near members of the public <sup>1</sup> (e.g	., pedestrians, bicyclists, moto	or vehicles) at any time?	
○ Yes No				
	olved in transporting members of the	e public <sup>1</sup> at any time?		
<ul><li>Yes</li></ul>				
○ No				
1.5 *Disposition - Intended mea	ns of final disposition after completio	n of the purposes of the exem	ption	
○ Export				
Opestroy				
<ul><li>Agree to retain possession of t</li></ul>	he equipment and keep the equipme	ent off public roads		
1.6 *Requested Duration of Exe	mption in weeks from the date of pe	ermission		
(permission may be extended be	ond this duration with subsequent w	ritten permission from NHTSA	A)	
50				
You will be given the opportunity	to upload additional documents on the	ne 'Other Information' page.		
			ge before submitting your application.	
Save & Continue Cancel S	ubmission			

If you answered "Yes" to any of the questions in the 1.4 Interaction with the Public segment, complete SECTION 2: Equipment Interacting with the Public. If not, proceed to Other Information page.

In SECTION 2: Equipment Interacting with the Public, the applicant is required to provide the following information:

- (2.1) Noncompliance with Specific FMVSS: Various Federal Motor Vehicle Safety Standard (FMVSS) standards will be listed here based on the *Equipment Type* selection from *Section 1: Equipment*For each standard listed, the applicant must indicate if the vehicle meets the requirements.
  - Select "Yes" if the vehicle meets the requirement.
  - Select "No" or "Unknown" if the vehicle does not meet the requirement. Describe the potential noncompliance and explain how any risks resulting from the potential noncompliance will be mitigated. If the mitigation includes compliance with standards other than the FMVSS, identify each such standard and explain how the vehicle's conformity to the other standard compares to compliance with the corresponding FMVSS provision.
  - Select "Not Applicable" if you believe that FMVSS does not apply and explain the reason for it.
- (2.2) Insurance: Indicate whether you maintain insurance coverage from a regulated insurance company at all times in a sufficient amount to cover liability for damages, including for bodily injury or death, that may result from the operation of the vehicle in the manner and location(s) described in the application.
- (2.3) **Photographs:** Provide photos of the equipment. If requesting exemption for multiple items of equipment, provide photos of a single item of equipment that are representative of the group.

## Temporary Domestic Exemption Application for Equipment



<sup>\*</sup> indicates a required field

### SECTION 2: Equipment Interacting with the Public

A If your response contains any material that you claim is confidential business information, it is essential that you follow the instructions in our confidential business information regulations described in 49 CFR Part 512

#### 2.1 Non-compliance with Specific FMVSS

For each Federal Motor Vehicle Safety Standard (FMVSS) listed below, indicate if the equipment meets the requirements.

- . If you select Yes, you are indicating that the equipment meets all requirements for that FMVSS.
- If you select No or Unknown, describe the potential noncompliance and explain how any risks resulting from the potential noncompliance will be mitigated. If the mitigation
  includes compliance with standards other than the FMVSS, identify each such standard and explain how the equipment's conformity to the other standard compares to
  compliance with the corresponding FMVSS provision.
- . If you select Not Applicable, explain why you believe that FMVSS does not apply



#### 2.2 Insurance \*

Will you maintain insurance coverage from a regulated insurance company at all times in a sufficient amount to cover liability for damages, including for bodily injury or death, that may result from the use of the equipment in the manner and location(s) described in this application?

Yes

### 2.3 Photographs \*

Provide photos of the equipment. If requesting exemption for multiple items of equipment, provide photos of a single item of equipment that are representative of the group.



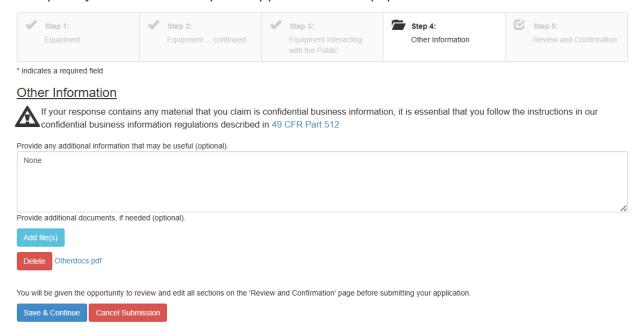
You will be given the opportunity to upload additional documents on the 'Other Information' page.

You will be given the opportunity to review and edit all sections on the 'Review and Confirmation' page before submitting your application.



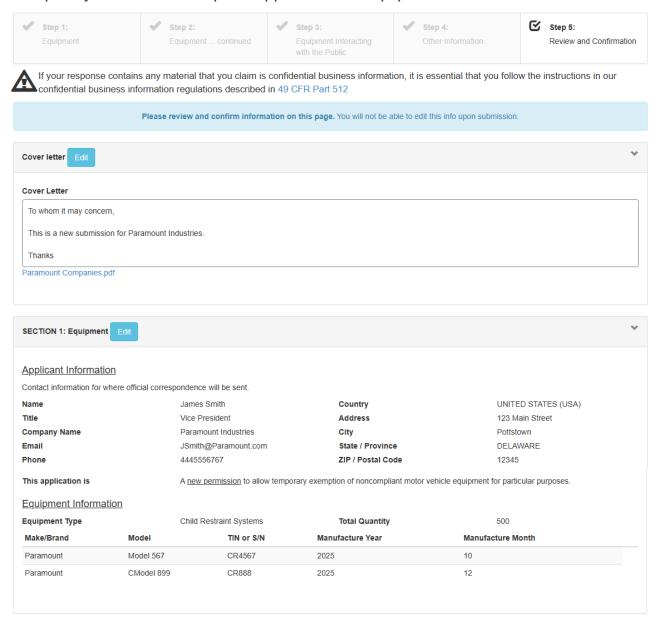
The *Other Information* step is optional. If the applicant wants to upload any additional documentation to support the submission, they can do so, by clicking the *Add file(s)* button. Any additional information regarding the submission can be entered in the text box provided on this page.

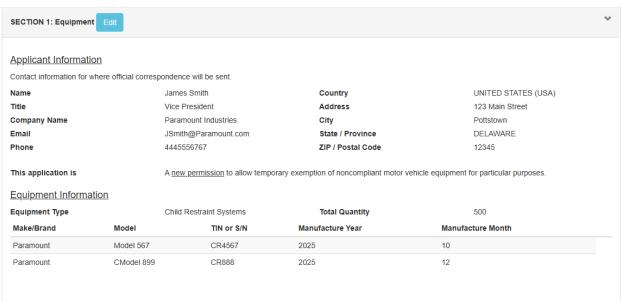
## Temporary Domestic Exemption Application for Equipment

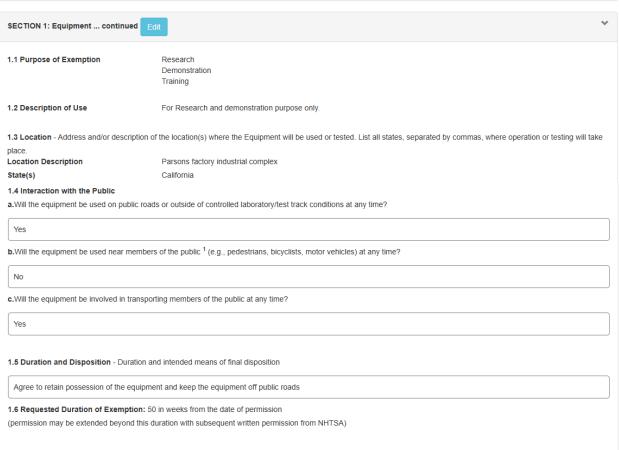


The final step in the *Temporary Domestic Exemption Application for Equipment* submission process is to review and confirm the information entered. Click the blue *edit* buttons to edit the information entered. If the information is accurate upon review, click the *Submit* button. You can cancel the submission by clicking the *Cancel Submission* button.

## Temporary Domestic Exemption Application for Equipment







SECTION 2: Equipment Interacting with the Public

#### 2.1 Non-compliance with Specific FMVSS

For each Federal Motor Vehicle Safety Standard (FMVSS) listed below, indicate if the equipment meets the requirements.

- . If you select Yes, you are indicating that the equipment meets all requirements for that FMVSS.
- If you select No or Unknown, describe the potential noncompliance and explain how any risks resulting from the potential noncompliance will be mitigated. If the mitigation includes compliance with standards other than the FMVSS, identify each such standard and explain how the equipment's conformity to the other standard compares to compliance with the corresponding FMVSS provision.
- . If you select Not Applicable, explain why you believe that FMVSS does not apply.

FMVSS Meets the Requirements? Description/Explanation Mitigation 213 - Child Restraint Systems Yes

#### 2.2 Insurance

Will you maintain insurance coverage from a regulated insurance company at all times in a sufficient amount to cover liability for damages, including for bodily injury or death, that may result from the use of the equipment in the manner and location(s) described in this application?

Yes

#### 2.3 Photographs

Provide photos of the equipment. If requesting exemption for multiple items of equipment, provide photos of a single item of equipment that are representative of the group.

Equipment.JPG



You must ensure the accuracy of your submission. Any inaccuracy may result in a rejection of your submission or delay processing of your submission.

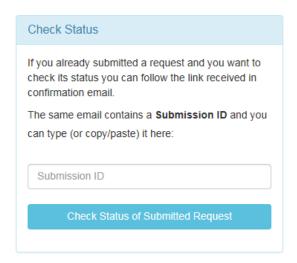
Any person knowingly making a false declaration is subject to a fine of not more than \$10,000 or imprisonment for not more than 5 years or both (18 U.S.C. 1001).



Submit Cancel Submission

Once an application is submitted, a *Submission ID* will be assigned to that application and will be visible on the completion page on portal. The manufacturer will receive an email from NHTSA to confirm the reception of the application. This email will have the *Submission ID* and a link to the submission.

The progress of a *Temporary Domestic Exemption Application for Equipment* submission can be checked at anytime by entering the *Submission ID* into the *Check Status* box on the right side of the Manufacturer Portal home page.



For any questions or concerns about the application or the temporary domestic exemption process, please email at <a href="mailto:SpecialExemptions@dot.gov">SpecialExemptions@dot.gov</a>.

# Appendix 17 - FMVSS and Fuel Economy Applicability to Vehicle Type and Equipment Items

	FMVSS Applicability	Passenger Car		Bus	172.6	MPV		Truck		School Bus		Trailer	Motorcycle	LSV	Equipment
FMVSS No.	FMVSS Description		GVWR ≤ 4,536 kg	GVWR > 4,536 kg	GVWR ≤ 4,536 kg	GVWR>4,536 kg	GVWR ≤ 4,536 kg	GVWR>4,536 kg	GVWR ≤ 4,536 kg	GVWR > 4,536 kg	GVWR ≤ 4,536 kg	GVWR > 4,536 kg			
101	Controls and Displays	•	•	•	•	•	•	•	•	•					
102	Transmission shift lever sequence	•	•	•	•	•	•	•	•	•					
103	Windshield defrosting and defogging systems	•	•	•	•	•	•	•	•	•					
104	Windshield wiping and washing systems	•	•	•	•	•	•	•	•	•					
105	Hydraulic and electric brake systems	•	1	•	1	•	1	•	1	•					
106	Brake hoses	•	•	•	•	•	•	•	•	•	•	•	•		•
108	Lamps, reflective devices and associated equipment	•	•	•	•	•	•	•	•	•	•	•		П	•
109	New pneumatic and certain specialty tires	2	2		2		2		2		2				•
110	Tire selection & rims for vehicles with GVWR<4536 kg	•	•		•		•		•		•				•
111	Rearview mirrors	•	•	•	•	•	•	•	•	•			•		
113	Hood latch systems	•	•	•	•	•	•	•	•	•					
114	Theft protection	•	3		•		•		3						
116	Motor vehicle brake fluids	•	•	•	•	•	•	•	•	•	•	•	•		•
117	Retreaded pneumatic tires (for use on passenger cars)														•
118	Power-operated window, partition and roof panel systems	•					•								
119	New pneumatic tires for vehicles with GVWR>4536 kg & MC		4a	4	4a	4	4a	4	4a	4	4a	4	•		•
120	Tire selection & rims for vehicles with GVWR>4536 kg & MC			•		•		•		•		•	•		•
121	Air brake systems 5		•	•			•	•	•	•	•	•			
122	Motorcycle brake systems												•		

1	FMVSS Applicability	Passenger	Bus	i i	MPV		Truck		School Bus			Trailer	Motorcycle	LS	Equipment
FMVSS No.	FMVSS Description		GVWR≤4,536kg	GVWR>4,536kg	GVWR≤4,536kg	GVWR>4,536kg	GVWR≤4,536kg	GVWR>4,536kg	GVWR≤4,536kg	GVWR>4,536kg	GVWR≤4,536kg	GVWR>4,536kg			
123	Motorcycle controls and displays		П	П	П		П	П		П		П	•		
124	Accelerator control systems	•				•			•	•	П	П	П		
125	Warning devices		Н	Н	Н		Н	Н	Н	Н	Н	Н	Н	Н	•
126	Electronic stability control systems	•	•	П	•		•	П	•	П		П			
127	Automatic Emergency Braking Systems for Light Vehicles	•	•	П	•	П	•	П	П	П		П	П	П	
128	Automatic Emergency Braking Systems for Heavy Vehicles		П	•	П	•	П	•	П	П		П			
129	New non-pneumatic tires for passenger cars	2													•
131	School bus pedestrian safety devices								6	6					
135	Light vehicle brake systems	•	7		7		7		7						
136	Electronic stability control systems for heavy vehicles 8			•				•							
138	Tire pressure monitoring systems	•	9		9		9		9						
139	New pneumatic radial tires for light vehicles	2	2		2		2		2						•
141	Minimum sound requirement for hybrid and electric vehicles	•	•		•		•							•	
201	Occupant protection in interior impact	•	10		•		•		10						
202a	Head restraints	•	•		•		•		11						
203	Impact protection for driver from steering control system	•	•		•		•		•						
204	Steering control rearward displacement	•	12		12		12		12						
205	Glazing materials	•	•	•	•	•	•	•	•	•			•	•	•
206	Door locks and door retention components	•	•		•	•	•	•	•						
207	Seating systems	•	•	•	•	•	•	•	•	•					
208	Occupant crash protection	•	•	$oxedsymbol{ullet}$	•	•	•	$oxedsymbol{ullet}$	•	•					
209	Seat belt assemblies														•

A	FMVSS Applicability	Passenger Car	Bus	5	MPV		Truck		School Bus		Traner	3	Motorcycle	LSV	Equipment
FMVSS No.	FMVSS Description		GVWR≤4,536kg	GVWR>4,536kg	GVWR≤4,536kg	GVWR>4,536kg	GVWR≤4,536kg	GVWR>4,536kg	GVWR≤4,536kg	GVWR>4,536kg	GVWR≤4,536kg	GVWR>4,536kg			
210	Seat belt assembly anchorages	•	•	•	•	•	•	•	•	•	П		П	П	
212	Windshield mounting	•	•		•		•		•						
213	Child restraint systems	•	•	•	•	•	•	•	•	•					•
213a	Child restraint systems – side impact protection							П		П			П		•
213b	Child restraint systems; Mandatory applicability beginning December 5, 2026	•	•	•	•	•	•	•		•					•
214	Side impact protection	•	•		•		•		•						
216a	Roof crush resistance (Upgraded Standard)	•	•		•		•		•						
217	Bus emergency exits and window retention and release		•	•					•	•					
217a	Bus Emergency Exits and Window Retention and Release, Anti- Ejection Glazing for Bus Portals			13											
218	Motorcycle helmets						$\blacksquare$								•
219	Windshield zone intrusion	•	·		·		•	Ш	•	Ш	Ш		Ш	Ш	
220	School bus rollover protection		Ш				Ш		•	•	Ш		ш		
221	School bus body joint strength	Ш			Ш		Ш	Ш	•	•	Ш		Ш	Ш	
222	School bus passenger seating and crash protection								•	•					
223	Rear impact guards														•
224	Rear impact protection	ш	ш	Ш	ш	Ш	ш	Ш	ш	Ш	ш	14	ш	ш	
225	Child restraint anchorage systems	•			15		15		•		Ш				
226	Ejection Mitigation	16	16		16		16		16						
227	Bus Rollover Structural Integrity			13											
301	Fuel system integrity	•	•		•		•		•	•					
302	Flammability of interior materials	•	•	•	•	•	•	•	•	•					
303	Fuel systems of compressed naturalgas vehicles	•	•		•		•		•	•					
304	Compressed natural gas fuel system integrity														•

	FMVSS oplicability	Passenger Car		Bus		MPV		Tanak	School Bus		Haller	Trailer		LSV	Equipment
FMVSS No.	FMVSS Description		GVWR≤4,536kg	GVWR>4,536kg	GVWR≤4,536kg	GVWR>4,536kg	GVWR≤4,536kg	GVWR>4,536kg	GVWR≤4,536kg	GVWR>4,536kg	GVWR≤4,536kg	GVWR>4,536kg			
305	Electric- powered vehicles; electrolyte spillage and shock	•	•		•		•		•						
401	Interior trunk release	17													
403	Platform lift systems for motor vehicles														18
404	Platform lift installations in motor vehicles	18	18	18	18	18	18	18	18	18	18	18			
500	Low-speed vehicles 19													•	20
	Fuel Economy egulations	Passenger Automobiles (Less than 10,000 lbs.)	Non-Passenger Vehicles (Less than 10,000 lbs.)	Medium and Heavy-Duty Vehicles (>8,501 lbs.)											
523	Vehicle Classification	•	•											П	
525	Exemptions from Avg	•	•												

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	FE Standards									
526	Petitions for relief under Auto FE act	•	•							
529	Multistage Automobiles	•	•	•						
531	Passenger Automobile Avg Fuel Economy Standards	•								
533	Light Truck FE Standards		•							
535	Medium-and Heavy- Duty Fuel Efficiency			•						
536	Transfer and Trading of Fuel Economy Credits	•	•							
537	Automotive Fuel Economy Reports	•	•							
538	Manufacturing Incentives for Alternative Fuel Vehicles	•	•							

## Endnotes:

1	GVWR > 3,500 kg (7,716 pounds)
2	See FMVSS 110, S4.1
3	Applicable to a bus with an automatic transmission and a "park" position (brake transmission shift interlock) See FMVSS 114, S5.3
4	See FMVSS 120, S5.1.1
4a	New pneumatic light truck tires with a tread depth of 18/32 inch or greater, for use on motor vehicles with a GVWR of 4,536 kilograms (10,000 pounds) or less and bias ply light truck tires
5	Except certain vehicles See FMVSS 121 for list
6	Except multifunction school activity buses
7	GVWR < 3,500 kg (7,716 pounds)
8	Applicable to specific buses and truck tractors with a GVWR > 11,793 kg (26,000 pounds)
9	Except vehicles with dual rear wheels
10	Upper head impacts (S6) limited to buses with GVWR ≤3,860 kg (8,509 pounds)
11	Driver's seat only
12	Unloaded vehicle weight < 2,495 kg (4,000 pounds)
13	Applicable to specific buses with a GVWR > 11,793 kg (26,000 pounds)
14	Certain trailer types are exempt
15	GVWR < 3,855 kg (8,500 pounds)
16	Except walk-in vans, modified roof vehicles, convertibles, or certain law enforcement vehicles, correctional institution vehicles, taxis and limousines. Phase-in began $9/1/2013$
17	Passenger cars with a trunk, not a back door
18	Platform lifts designed to carry passengers into and out of a vehicle
19	GVWR < 1,361 kg (3,000 pounds); Max. Speed 40km/h (25mph); Min. Speed 32.2km/h (20 mph)
20	See list in S5(b) of FMVSS 500

# Appendix 18– Sample Tire Registration Form – Independent Distributors and Dealers

INPORTA In case of a recall, we can reach you only if your name and address. You MUST send in card to be on our recall list.	we have										
Do it today.	QTY		SHA	DED /		S MU LEDII		SELL	.ER		
					TI	REIDEN	ITIFIC	ATION	NUMBER:	S	
CUSTOMER'SNAME (Please Print)		•						Ī			<u> </u>
CUSTOMER'S Address											
CITY STATE ZIPCODE											
NAME OF DEALERWHICHSOLDTIRE											
DEALER'S ADDRESS									I		
CITY STATE ZIPCODE											

## **Document Revisions**

Revision Date	Description
02/13/2017	Updated <i>FMVSS Applicability to Vehicle Type and Equipment Items</i> table in Appendix 8 for FMVSS No. 206
07/12/2019	Added new label supplier's information to Appendix 5.
01/21/2020	Updated FMVSS Applicability to Vehicle Type and Equipment Items table in Appendix 8.
06/17/2020	Added 3 new label suppliers' information to Appendix 5.
08/21/2020	Updated screenshots on Appendix 7.
02/01/2021	Updated <i>FMVSS Applicability to Vehicle Type and Equipment Items</i> table in Appendix 8 for FMVSS No. 206
03/03/2021	Updated screenshots on Appendix 6: Sample Search Screen, Search Results, and WMI searchresults pages.
08/05/2021	Updated correspondence information for Part 551 - Designate a Permanent Resident of the United States as its Agent for Service of Process.
04/26/2022	Added Appendix 8 - How to Enter 565 Submittals Using NHTSA's Manufacturer Portal.
06/13/2022	Added Appendix 9 - How to Enter 586 Submittals Using NHTSA's Manufacturer Portal and Appendix 10- How to Enter Replica Vehicles - Annual Report (49 CFR Part 586.12)
06/13/2022	Added Appendix 11 How to use Manufacturer ID feature for submitting 586 application (Domestic manufacturers only)  Added Appendix 11 - How to Enter Replica Vehicles - Annual Report (49 CFR Part 586.12)  Added Appendix 12 – How to Enter BOX 7 submittals Using NHTSA's Manufacturer Portal Temporary Import Exemption Application for VEHICLES (Box 7 on the HS-7 Form)  Temporary Import Exemption Application for EQUIPMENT (Box 7 on the HS-7)
09/15/2022	Added Appendix 8 - How to enter Part 565 Submittal using NHTSA's Manufacturer Portal
08/07/2024	Updated Certification Label supplier's address on Appendix 5.
10/24/2025	Updated for new/amended FMVSS Nos. 127, 128, 213a, 213b, 217a, 227 and deleted FMVSS No. 216; added fuel economy regulations; updated for out-of-date website URLs; Part 551 and Part 566 updates; other minor updates; Updated <i>Chart 3 &amp; Chart 4</i> in Chapter 4; Added <i>Replica Vehicle VINs</i> section to Chapter 4; Updated sample passenger car, motorcycle and trailer manufacturer look up tables in Chapter 4; Updated the sample VIN deciphering submissions in Appendix 3 and added sample VIN deciphering submission for Replica Passenger Cars; Updated Appendix 12 to reflect the changes made to the Replica Vehicle Annual Reporting submission form on the portal; Added Appendix 15 - How to Enter Temporary Domestic Exemption Application for VEHICLES submittals Using NHTSA's Manufacturer Portal; Appendix 16 – How to Enter Temporary Domestic Exemption Application for EQUIPMENT submittals Using NHTSA's Manufacturer Portal