



MINNESOTA DEPARTMENT OF PUBLIC SAFETY  
DRIVER AND VEHICLE SERVICES

445 Minnesota Street, Suite 186  
Saint Paul, MN 55101-5186

Phone: (651) 201-7800 Fax: (651) 297-1480 TTY: (651) 282-6555  
Web: dvs.dps.mn.gov Email: DVS.DealerQuestion@state.mn.us

### Motor Vehicle Dealer Close Out Statement

I, \_\_\_\_\_, as \_\_\_\_\_ of \_\_\_\_\_, certify that the aforementioned dealership has discontinued business as a Minnesota Motor Vehicle Dealer under dealer license number \_\_\_\_\_ effective \_\_\_\_\_.

**I further certify that all vehicles, which were in inventory under this license, have been disposed of.**

Vehicles have been (please check all that apply):

- Sold at retail
- Sold at wholesale
- Title and registered to the owners and officers of said dealership with proper amount of excise tax having been paid.
- (Lessors only) Existing leases are being allowed to run out with no new leases being initiated. We will be fully bonded during this period. Vehicles not purchased by the lessee will be titled and registered to the owners and officers of said dealership with proper amount of excise tax having been paid.

**I further certify that I have surrendered:**

Dealer Plate Number(s): \_\_\_\_\_ (Plate Numbers)

Supplemental Dealer Reassignment Number(s): \_\_\_\_\_

21-Day Permit Books: \_\_\_\_\_ (Permit Numbers)

31-Day Permit Books: \_\_\_\_\_ (Permit Numbers)

Dealer License Certificate assigned under this license to: \_\_\_\_\_

Minnesota Dealers Unit on \_\_\_\_\_ by (choose one):

Dealer Examiner \_\_\_\_\_ on \_\_\_\_\_

I am unable to locate plate number(s): \_\_\_\_\_ and/or permit number(s): \_\_\_\_\_, which will be surrendered immediately to the Department of Public Safety Dealer Unit should they be recovered.

\_\_\_\_\_ has been designated as a contact person for follow-up inquiries, s/he

may be contacted at: \_\_\_\_\_

**X** \_\_\_\_\_ Signature and Title \_\_\_\_\_ Date