

DMV
DEALER HOURS

MONDAY, TUESDAY, THURSDAY, FRIDAY

8:00 AM – 9:00 AM

THERE ARE NO DEALER HOURS ON WEDNESDAYS
OPTIONS

DURING DEALER HOURS

1. **RETAIN OPTION** -Dealers may sign in up to 5 pieces of retain title work during dealer hours and DMV has 5 business days to process. Folder must indicate RETAIN on the outside.
2. **OVERNIGHT OPTION** -Dealers may sign in 2 pieces of title work during dealer hours and pick it up the NEXT day by two. The requirement for overnights is as follows: must be at least 31 days old, must have been already submitted, and must have the MV558 attached. Overnights may also contact “emergency” type transactions such as duplicate title, U-title or a corrected title. One folder per Dealership.
3. **DEALER DROP FOLDER** – Folders can be dropped ANYTIME during normal business hours including Wednesdays. They are limited to 5 pieces along with the worksheet.
4. **DEALER RENEWALS** – Renewals can be dropped anytime during DMV business hours. We no longer process the renewals during dealer hours.
5. **DEALER PLATES AND LICENSING QUESTIONS/ISSUES** - If you are requesting new or additional dealer plates, the request can be dropped anytime during DMV business hours. If you are requesting a meeting for questions/issues, please contact the office @ 302-857-4665 and a time will be set up for you to come in and speak with a dealer representative.