

MANUFACTURERS & DEALERS

DMV TEMPORARY BRANCH LICENSES

Manufacturer please fill out the 'Certificate Of Proposed Franchise OL-124' for each Dealer who will be selling your units at the show and forward the completed OL-124 form that they will need in order to get a Temporary Branch Permit.

Dealers please submit to the DMV (10 Business days before the opening of the show on September 21st) the following in order to receive your Temporary Branch Permit.

- 1) 'Application for Temporary Branch Location OL-73A plus application fee
- 2) 'Certificate of Proposed Franchise OL-124' (completed by the Manufacturer)
- 3) 'Letter of Authorization' in Service Kit from Department of Motor Vehicle,
Dianne Strange, Supervising Inspector

GUIDELINES TO FILLING OUT THE OL-124 FORM

Please check the first box on the form which says "*Notice to the new Motor Vehicle Board not required under Section 3062 or 3072.....*"

"Make of Vehicle(s)Be very specific in listing the line/make/brand name of the units the dealer will handle at the show. Under "**Date the New Motor Vehicle Board and**" put **N/A** Under "**Proposed Franchisee Name**" You must list the Dealership's name **EXACTLY** as it appears on the Dealer's license. If you don't know, please contact the Dealer for the information.

RVIA recommends that Manufacturers specify with as much precision as possible which RV's a particular Dealer is authorized to sell. For example, a Manufacturer should list the vehicles a Dealer is authorized to sell by name and specify whether the 'line make' granted to a particular Dealer includes only motorized or non-motorized products; which RV product "types" are included in the 'line make'.

DMV TEMPORARY BRANCH LICENSES

Select from among the following: Type A, B, or C Motorhomes, Travel Trailers, Fifth-wheel trailers, Folding camping trailers; whether a particular Dealer's 'line make' includes gas and/or diesel powered motor homes, light, ultra light, mid-line, or high-line trailers, etc.

Think about how your company divides its products amongst Dealers in the same marketplace and make sure the product descriptions reflect that division. Accurate and precise descriptions will be of value should challenges over marketing rights develop.

If you have any questions regarding the Franchise law and its requirements, please call the New Motor Vehicle Board 916/445-2080. If you have any questions regarding the California Vehicle Code, please call Dianne Strange 714/703-2632.

Please do not call the DMV office in Covina, CA. with these types of questions. The Covina, CA. office handles questions on requirements or problems with the issuance of off-site temporary licenses only and if you need to go down for your permit here is the address: *DMV, OL Inspections Office, 1365 N. Grand Ave, Suite 102, Covina, CA. 91724, Phone 626/974-7140, Fax 626/974-7119. Applications accepted: Monday, Tuesday, Thursday & Friday 8:30-11:00 and 1:00-4:00. Closed on Wednesdays.*

DMV SIGN REQUIREMENTS

The Sign must be two (2) square feet with lettering sufficient to be read from a distance of fifty (50) feet.

The Sign is required to identify the licensed name of the Dealer and licensed address.

Ordering of signs can be placed with GES (Global Experience Specialists) prior to September 15, 2017.

DEPARTMENT OF MOTOR VEHICLES

LICENSING OPERATIONS DIVISION
OCCUPATIONAL LICENSING BRANCH
790 The City Drive, Ste. 410
Orange, Ca 92668
714-703-2624



July 12, 2017

Tom Gaither, Western Show Director
Recreation Vehicle Industry Association (RVIA)
41 S. Wake Forest Ave. #3965
Ventura, CA 93006

Re: RVIA California RV Show

Dear Mr. Gaither:

The department has received and hereby approved your request to sponsor a recreational vehicle show at the Los Angeles Fairplex and Exposition in Pomona, CA October 6 -15, 2017.

California Vehicle Code (CVC) 11713.15(d) (3) requires you to provide a copy of this letter to each participating dealer. Dealer's applying to participate in the show must attach a copy of this letter to their application for a temporary branch and the application must be submitted to an occupational licensing inspector 10 days prior to the event. An application form OL 73A may be obtained via the Department's website at: <https://www.dmv.ca.gov/portal/dmv/detail/forms/ol/ol73a>

11713.15 (d) paragraphs (2) and (3) of subdivision (a) and subdivision (b) of 11713.15 of the CVC do not apply to dealers participating in the show. However, a dealer applying for a temporary branch license in a show sponsored by an association must also comply with of the CVC. Dealers participating in the show that have not obtained a temporary branch permit pursuant to 11709 (b) of the CVC must also comply with 270.08 of the California Code of Regulations (CCR).

Additionally, recreational vehicle manufacturers/distributors are required to complete a Certificate of Proposed Franchise form OL 124 for and dealers must submit the form as part of the temporary Branch application. Form OL 124 may be obtained by accessing the department's website at: <https://www.dmv.ca.gov/portal/dmv/detail/forms/ol/ol124>

The Covina Occupational Licensing Inspections office is located at:
1365 N. Grand Ave., Suite 102
Covina, CA 91724

Inspectors can be reached at 626-974-7140 and are available to assist dealers during office hours Monday, Tuesday, Thursday and Friday; 8:30-11:30 a.m. and 1:00- 4:30 p.m. The office is closed every Wednesday.

If you require further assistance I can be reached at 714-703-2624.

Sincerely,

A handwritten signature in black ink, appearing to read "Dianne Strange", written over a horizontal line.

DIANNE STRANGE, Supervisor
Occupational Licensing Branch



APPLICATION FOR TEMPORARY BRANCH LOCATION
(30 days or less)
RECREATIONAL VEHICLE DEALERS
(Motorhome and Recreational Trailer)

DMV USE ONLY
ACR NUMBER
DATE PERMIT ISSUED
DATE PERMIT EXPIRES
APPLICATION FEE
S/R NUMBER

Instructions: Type or print clearly in black ink. **Ten (10) business days prior to the event**, submit the following to the Inspector having jurisdiction over the temporary branch location, 11713.15 (a) (3) (C), CVC:

1. Completed Application for Temporary Branch Location, OL 73A
2. New product sales only, must submit Certificate of Proposed Franchise, form OL 124, for each line-make. The OL 124 must show the Temporary Branch address location.
3. \$70.00 Temporary Branch Application Fee
4. Copy of lease/rental agreement or copy of the promoter's contract
5. Property Use Verification for Vehicle Dealer's License, OL 902 (*may be required for some locations*).

A list of Inspector Offices and forms are available at www.dmv.ca.gov/vehindustry/ol/olbranch_top.htm

A. FIRM INFORMATION:

NAME OF INDIVIDUAL, PARTNERS, CORPORATION, OR LLC COMPANY	FIRM NUMBER
FIRM NAME	AREA CODE/TELEPHONE NUMBER ()
ADDRESS OF MAIN LOCATION	
CITY	STATE ZIP CODE

B. TEMPORARY BRANCH LOCATION INFORMATION: (See rules on next page.)

NAME AND PLACE OF TEMPORARY BRANCH LOCATION	LOCATION MEETS LOCAL PROPERTY USE REQUIREMENTS <input type="checkbox"/> Yes <input type="checkbox"/> No
TEMPORARY BRANCH ADDRESS	
CITY	STATE ZIP CODE

CHECK THE VEHICLES TO BE SOLD AT THIS LOCATION

- NEW Motorhome Recreational Trailer
 USED Motorhome Recreational Trailer

DATE(S) OF EVENT

From: _____ To: _____

C. MINIMUM BRANCH LOCATION REQUIREMENTS: (Must be met prior to start of event.)

1. SIGN - 2 sq. ft. sign per side displayed to identify dealer
2. OFFICE - Recreational vehicle or properly identified table will suffice
3. DISPLAY - Display area separated from other dealers

D. LICENSEE CERTIFICATION:

I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct. I further certify that all minimum requirements will be met prior to start of event and that all the foregoing information contained herein is true and correct to the best of my knowledge and belief. I also understand should these minimum requirements not be met prior to the commencement of the event, my occupational license could be subject to disciplinary action.

I also certify that the distance from my (check one box) main permanent branch location which is located at: _____ (check one box) is is not 50 miles or less from the requested temporary branch location site.

NAME (PRINT)	RM/RD NUMBER OR OFFICER TITLE
SIGNATURE OF LICENSEE X	DATE

NINE OR FEWER DEALERS PARTICIPATING IN THE SHOW: (New Recreational Vehicles Only) 11713.15(a) CVC

If nine or fewer dealers are participating in the show, the location of the show must be 50 miles or less from the dealers established place of business or permanent branch location.

TEN OR MORE DEALERS PARTICIPATING IN THE SHOW: (New Recreational Vehicles Only) 11713.15(a)(3)(c) CVC

The location of the show may be 50 miles or more from the participating dealers established place of business or permanent branch location only if 10 or more dealers are participating in the show. The dealers shall submit all applications together at one inspector office, at least 10 days prior to the show.

ADVERTISING AND DISCLOSURE REQUIREMENTS: (New and Used Recreational Vehicles Only) 11713.15(b) CVC

1. Any advertising and promotional materials designed to attract the public to attend a show of recreational vehicles where there are nine or fewer dealers participating shall include the business name of each participating dealer and that dealer's established place of business in a type size that is equivalent to the second largest type used in the advertisement or promotional materials. This information shall be placed at the top of any advertisement or promotional materials.
2. If the recreational vehicles being offered for sale are used, the word "used" shall immediately precede the identification of the make of the vehicle or be immediately adjacent to the depiction of any used vehicles.
3. In addition, the promoters of the show shall cause a sign to be conspicuously displayed at the major, public entrance leading directly to the show, printed in 50 point type, containing the information required in paragraph (1) .
4. A recreational vehicle dealer participating in a show for which a temporary branch license is required shall provide each buyer, prior to the sale of any vehicle at the show, a written statement disclosing the identity and the established business location of the dealer that has agreed to render service or warranty work with respect to the vehicle being purchased by the buyer, and, if there is no agreement with any dealer to render the service or warranty, to date that fact.

NOTE: Applications for temporary branch locations should be submitted to the Occupational Licensing Inspector having jurisdiction over the location of the event.

I certify that I have been advised of the requirements pertinent to the occupational license for which I have applied, including the regulations and Vehicle Code sections.

APPLICANT INITIALS _____

FOR DEPARTMENTAL USE ONLY

NEW RECREATIONAL VEHICLE DEALERS

- Submitted Certificate of Proposed Franchise, form OL 124, for each line-make.
- Location complies with requirements of Section 1671 CVC.
- Location has sign displayed, printed in 50 point type, containing the business name and established place of business for each dealer.
- Advised firm that all New Car sales made from Temporary Locations must be reported on selling dealer's New Report of Sale Books, and must show "Temporary Branch" address. (Only employees of the selling New Recreational Vehicle Dealers are authorized to sign the New Report of Sale.)

RECOMMENDATION

I certify (or declare) under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

I further certify that this applicant has been advised of the requirements pertinent to the occupational license for which applied and that I have examined this application and find that this business meets all requirements of a Place of Business as described in the California Vehicle Code as certified by applicant. I recommend that license be:

- Issued
- Denied (If denial recommended, attach full justification via investigative report.)

SIGNATURE

ID#

DATE



LICENSING OPERATIONS DIVISION
CERTIFICATE OF PROPOSED FRANCHISE

DMV USE ONLY
OCCUPATIONAL LICENSING NUMBER

Instructions:

- This form must be completed by a licensed Manufacturer or Distributor.
The licensed dealer is responsible for submitting this form to the Department of Motor Vehicles with the appropriate application form(s).
This form will NOT be accepted if modified or altered and must contain an original signature.

The location is a [] Permanent Location
[] Temporary Branch Location (must be 30 days or less)

Date(s) of Event: From: _____ To: _____

I/We
MANUFACTURER/DISTRIBUTOR NAME LICENSE NUMBER

hereby certify that:

- [] Written notification to the New Motor Vehicle Board and each franchisee is not required pursuant to Vehicle Code section 3062(b) or 3072(b), or there are no other franchised dealers of the same line-make located within the relevant market area.
[] Written notification has been provided to the Board and each franchisee of this line-make of the franchisor's intent to enter into a franchise establishing an additional motor vehicle dealership or relocate an existing motor vehicle dealership within the relevant market area, and no protests have been filed or the protest(s) filed were resolved (i.e., dismissed or Board Decision overruling the protest). (A change in ownership of an existing established location shall not be construed as establishing an additional location.) Enter date of notification below.

MAKE OF VEHICLE(S), MOTORHOME(S), OR RECREATIONAL TRAILER(S)

DATE THE NEW MOTOR VEHICLE BOARD AND DEALER(S) WERE NOTIFIED, IF APPLICABLE

PROPOSED FRANCHISEE NAME (AS IT APPEARS ON LICENSE OR APPLICATION FOR LICENSE) DEALER LICENSE NUMBER (IF APPLICABLE)

ADDRESS (AS SHOWN ON LICENSE OR APPLICATION FOR LICENSE) CITY STATE ZIP CODE

AUTHORIZED SIGNATURE (OWNER OF RECORD OR LICENSED REPRESENTATIVE) DATE

X
PRINT OR TYPE NAME OWNER OR REPRESENTATIVE LICENSE NUMBER

CALIFORNIA VEHICLE CODE (CVC) - Sections 3062 or 3072*, state in part:

Establishing or Relocating Dealerships

3062. (a) (1) Except as otherwise provided in subdivision (b), if a franchisor seeks to enter into a franchise establishing an additional motor vehicle dealership, or seeks to relocate an existing motor vehicle dealership, that has a relevant market area within which the same line-make is represented, the franchisor shall, in writing, first notify the board and each franchisee in that line-make in the relevant market area of the franchisor's intention to establish an additional dealership or to relocate an existing dealership. Within 20 days of receiving the notice, satisfying the requirements of this section, or within 20 days after the end of an appeal procedure provided by the franchisor, a franchisee required to be given the notice may file with the board a protest to the proposed dealership establishment or relocation described in the franchisor's notice. If, within this time, a franchisee files with the board a request for additional time to file a protest, the board or its executive director, upon a showing of good cause, may grant an additional 10 days to file the protest. When a protest is filed, the board shall inform the franchisor that a timely protest has been filed, that a hearing is required pursuant to Section 3066, and that the franchisor may not establish the proposed dealership or relocate the existing dealership until the board has held a hearing as provided in Section 3066, nor thereafter, if the board has determined that there is good cause for not permitting the establishment of the proposed dealership or relocation of the existing dealership. In the event of multiple protests, hearings may be consolidated to expedite the disposition of the issue.

(b) Subdivision (a) does not apply to either of the following:

- (1) The relocation of an existing dealership to a location that is both within the same city as, and within one mile from, the existing dealership location.
(2) The establishment at a location that is both within the same city as, and within one-quarter mile from, the location of a dealership of the same line-make that has been out of operation for less than 90 days.

(c) Subdivision (a) does not apply to a display of vehicles at a fair, exposition, or similar exhibit if actual sales are not made at the event and the display does not exceed 30 days. ...

(d) For the purposes of this section, the reopening of a dealership that has not been in operation for one year or more shall be deemed the establishment of an additional motor vehicle dealership. ...

*Section 3072, pertaining to recreational vehicles, contains virtually identical provisions, however, there are additional exemptions not listed above. Recreational vehicle manufacturers and distributors are encouraged to review the entire California Vehicle Code Section.



OL-124, CERTIFICATE OF PROPOSED FRANCHISE

Applicable to New Motor Vehicles, Motorcycles, All-Terrain Vehicle and Recreational Vehicles as defined by Health and Safety Code Section 18010 (a)

TYPE TRANSACTION	OL-124 <i>NOT</i> REQUIRED	OL-124 REQUIRED PURSUANT TO CVC 11704	BOARD/MARKET AREA FRANCHISE NOTICE <i>NOT</i> REQUIRED	BOARD/MARKET AREA FRANCHISE NOTICE REQUIRED
1. New license (Buy/Sell) of a currently occupied location (Main or branch location application)		X	X	
2. New location - Not currently occupied, except as exempt pursuant to CVC 3062(b), 3072(b). See #9, #10, and #11		X		X
3. Change of Business Name		X	X	
4. Adding a Make Distinctive Business Name		X - For new Make	X	
4a. Adding a Non-Make Distinctive Business	X			
5. Change of Corporate Name/LLC or LLP Name		X	X	
6. Change of Corporate Officers/LLC or LLP Manager	X			
7. Change of Address (Postal Service change - no physical movement of location)		X - Formerly known as prior address	X	
8. Change of Address (New location is beyond 1 mile of current licensed location)		X		X
9. Change of Address (New location is within 1 mile of current licensed location and within the same city)		X	X	
9a. Change of Address (New location is within 1 mile of current licensed location and within a different city)		X		X
10. Establishing location within the same city, within 1/4 mile of a location that has been out of operation for less than 90 days		X	X	
11. Reopening a location that has not been in operation for less than one year		X - Or copy of prior OL-124	X	
11a. Reopening a location that has not been in operation for one year or more		X		X
12. Temporary Branch locations - Display only with no sales activity that does not exceed 30 days	X - No application required		X	
12a. Temporary Branch locations - Display only with no sales activity but display exceeds 30 days	X - No application required			X
13. Temporary Branch locations with sales activity on site and other same line-make dealers within RMA		X		X
13a. Temporary Branch locations with sales activity on site and no other same line-make dealers within RMA		X	X	
14. Addition of a line-make to an existing established location and other same line-make dealers within RMA		X		X
14a. Addition of a line-make to an existing established location and there are no other same line-make dealers within RMA		X	X	
15. Renewal of License (Application must be submitted no later than 30 days after license expiration date)	X			
16. Establishing or Relocating Satellite Warranty facility more than 2 miles from a same line-make dealer	X - No application required		X	
16a. Establishing or Relocating Satellite Warranty facility within 2 miles of a same line-make dealer	X - No application required			X

Additional Information:

- 1) The OL-124 must reflect the business name and address as it appears on the corresponding application for an Occupational License.
- 2) The dealer is responsible for submitting the OL-124 with an appropriate application to an Occupational Licensing Inspector's Office.
- 3) The OL-124 must be signed by an owner of the Manufacturer/Distributor on file with Occupational Licensing or a licensed Representative.
- 4) Relevant Market Area pursuant to *California Vehicle Code* Section 507, is any area within a radius of 10 miles from the site of a potential new dealership.
- 5) The powers and duties of the New Motor Vehicle Board are defined in Division 2, Chapter 6, of the *California Vehicle Code*.

APPLICANT SHOULD RETAIN THIS PAGE FOR THEIR INFORMATION.

DO NOT SUBMIT WITH APPLICATION.