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Virginia MVDB Launches Major Process Improvements and Compliance Updates for Dealers

Under the leadership of Executive Director Kelley Smith and DMV Director Sandra Jack, the Virginia Motor Vehicle Dealer Board (MVDB) has rolled out a series of significant administrative, technology, and regulatory updates that dealers should be



aware of. The changes are designed to streamline dealer interactions with the Board, modernize recordkeeping requirements, improve transparency, and simplify several longstanding processes.

New Online Processes Replace Legacy Paper Forms

The MVDB has continued its transition away from paper-based submissions by introducing new online tools for both salesperson terminations and temporary dealership closings.

Salesperson Terminations

Dealers can now report salesperson departures through a streamlined online process:

<https://mvdb.virginia.gov/salespersons/salesperson-termination/>

Key reminders:

- Terminations must be reported immediately upon a salesperson's departure.
- Dealers must ensure certificate numbers and salesperson license numbers are entered correctly.
- Improper submissions will not be processed.
- Effective July 1, 2026, the traditional MVDB-41 termination form is no longer accepted.

Temporary Dealership Closings

The Board has also launched a dedicated online reporting system for temporary dealership closures: <https://mvdb.virginia.gov/dealers/temporary-dealership-closings/>

Notable changes include:

- The new process replaces the MVDB-40 form.
- Beginning August 1, 2026, the paper MVDB-40 form has been discontinued.
- Email notifications are no longer considered a valid method of reporting temporary closures.
- Closures exceeding two weeks require Executive Director approval.

New “Track My Application” Tool Improves Transparency

Beginning August 1, 2026, dealers can monitor the status of applications online through the MVDB's new Track My Application service: <https://mvdb.virginia.gov/track-my-application/>

The system allows dealers to view the status of recently submitted applications using:

- The dealership certificate number
- The dealership ZIP code

Application status information is updated nightly, giving dealers greater visibility into the review process and reducing the need for status inquiries.

2026 Legislative Changes Affect Dealer Operations

The General Assembly approved six pieces of dealer-related legislation that took effect July 1, 2026. Together, these measures modernize dealer operations and clarify compliance obligations.

Highlights include:

- **HB 586** shifts responsibility for business-hour change filings from DMV to the MVDB.
- **HB 570** allows dealer records to be maintained electronically and modernizes advertising and record-retention rules, while preserving requirements that records remain at the licensed location unless otherwise approved.
- **HB 608** expands authorized uses of dealer license plates for certain business-related transportation activities.
- **HB 1386** extends Motor Vehicle Transaction Recovery Fund protections to qualifying losses involving extended service contracts.
- **SB 441** increases special permit validity from five to thirty days when customer vehicles are undergoing repairs.
- **SB 440** extends from five to thirty days the period customers may use dealer or garage operator plates while their vehicle is being repaired or loaned.

Reminder on Temporary Off-Site Sales

The Board also reminded dealers that applications for temporary supplemental sales licenses must be submitted **at least 15 days before an event**, and no earlier than 90 days beforehand.

Applications submitted late may not be processed before the event, and fees are nonrefundable. Dealers should review Virginia Code §46.2-1516 before planning off-site sales events.

A More Modern Dealer Experience

Collectively, these updates reflect the Board's commitment to modernizing dealer services, improving regulatory transparency, and creating more efficient compliance tools for Virginia dealers. Dealers are encouraged to familiarize themselves with the new online resources and update internal procedures accordingly to avoid disruptions and maintain compliance.

For more information, visit the Virginia Motor Vehicle Dealer Board's website at <https://mvdb.virginia.gov/> or reach out to the Dealer Board using the contact information that is available [here](#).

Save the Date: ADEI Graduation on Aug. 26 at Montgomery College

The Washington Area New Automobile Dealers Association (WANADA) will host the **2026 Automobile Dealer Education Institute (ADEI) Graduation & Matriculation Ceremony** on **Wednesday, August 26, 2026, at Montgomery College's Gudelsky Institute for Technical Education** in Rockville, Maryland.

The annual event will recognize the achievements of ADEI apprentices who have successfully completed the program while welcoming the next group of students preparing to begin their careers in the automotive industry. The ceremony brings together graduates, families, dealership sponsors, educators, public officials, and workforce development partners to celebrate the value of skilled trades and the important role automotive technicians play in today's economy.



As the nation's largest nonprofit automotive technician apprenticeship program, ADEI continues to provide a proven pathway into rewarding careers while helping dealerships address the ongoing need for highly trained technicians. Through a combination of classroom instruction and

paid, hands-on dealership experience, the program has become a model for workforce development both regionally and nationally.

This year's ceremony is expected to feature a number of distinguished elected officials and community leaders. **Maryland State Senator Will Smith has already confirmed his attendance and will deliver remarks to graduates and guests.** Additional public officials have been invited and are expected to join in recognizing the accomplishments of the graduating class and the importance of career and technical education.

The event will celebrate not only the accomplishments of the graduates, but also the partnerships that make ADEI possible. Participating dealerships, instructors, workforce agencies, and community organizations all play an essential role in supporting apprentices as they develop the technical skills and professional experience needed for long-term success in the automotive industry.



MD State Senator Will Smith will deliver remarks at this year's ADEI Graduation Ceremony.

WANADA encourages **all dealer members, community partners, workforce development professionals, educators, and supporters of technical education** to attend and help recognize the achievements of this year's graduates. Their dedication, perseverance, and commitment to excellence represent the future of the automotive service profession.

The ceremony also serves as an opportunity to learn more about ADEI's mission and its continued impact on addressing one of the automotive industry's most pressing challenges: building and sustaining a pipeline of qualified technicians for the future.

For additional information about the **2026 ADEI Graduation & Matriculation Ceremony**, please contact **WANADA Vice President of Education Joe Hemberger** at jh@wanada.org.

WANADA congratulates this year's graduates and looks forward to celebrating their accomplishments on August 26 at Montgomery College's Gudelsky Institute for Technical Education.

DC Area Automotive Sales Analysis

The Washington area new vehicle market continued to face headwinds during the first half of 2026, with new retail light vehicle registrations declining 11.4% compared with the same period in 2025, a sharper drop than the national decline of 6.0%. Despite the slowdown, market analysts believe the region will avoid a significant downturn and forecast full-year registrations of more than 207,000 units, a modest 5.2% decrease from 2025.

Several factors are influencing the market. Pent-up replacement demand from aging vehicles is helping support sales, while affordability challenges, elevated interest rates, tariff-related cost pressures, and economic uncertainty continue to weigh on consumers. Encouragingly, the second quarter showed improvement from the first quarter, with registrations down 7.5% year-over-year versus a 15.6% decline in Q1.



Consumer preferences also continue to evolve. Battery electric vehicle registrations fell 33% during the first half of 2026, although BEV market share rebounded from 7.6% in the first quarter to 10.7% in the second quarter. Hybrid vehicles remained a bright spot, posting a 5.7% increase and capturing 23.3% of the market.

Among major brands, Nissan was the only top-20 manufacturer to record year-over-year sales growth, while Toyota, Honda, Ford, Kia, and Hyundai remained the region's leading brands. Analysts expect the market to stabilize and post slight gains toward the end of the year.

Download and view the full Auto Outlook report [here](#).

In addition to the Auto Outlook sales report, WANADA also warehouses local registration data from S&P Global Mobility (formerly RL Polk). To access Polk data, [click here](#) and log in with your WANADA membership email and password. If you need assistance setting up your WANADA login credentials or resetting your password, contact Kathy Teich at kt@wanada.org.

Maryland MVA Updates

The following bullets are excerpted from Maryland MVA's April 2026 "Talking Points" newsletter. We hope you find this information useful, and if you have a topic, you'd like us to cover in a future newsletter, please send it to Kristin Orlando-Dillahunt at korlando@mdot.maryland.gov.

Vehicle Services - Tips & Reminders

- If a transaction has been uploaded to the portal in error, please reach out to MDDTTS@mdot.maryland.gov with the confirmation number in the subject line to request the transaction to be voided.
- The current version of the Application for Certificate of title (VR-005) revised (7/26) was updated with a Title Service Agent section. In this section, the TSA collection fee is 6%

but the fee should be 0.6%. This section now also includes the taxable price and Paperwork received date. The updated form will be done very soon.

- We have received inquiries regarding the application of excise tax on resale title transactions involving unexhausted dealer reassignments on Maryland titles. To provide clarity, "Maryland Vehicle Law 13-810(a)(20) states, "On issuance in this State of an original or subsequent certificate of title for a vehicle, the vehicle is exempt from the excise tax imposed by this part, if it is... a vehicle acquired for resale by a licensed dealer if the dealer reassignment sections contained on the certificate of title are exhausted." The excise tax will be charged to the dealer if there are empty reassignments on the back of the MD title. Please review the Interactive Title and Registration manual regarding dealer reassignments on pages 48, 86-87.

Business Licensing & Compliance Updates & Reminders

- Reminder- The renewal notices for your dealer license and/or salesmen's licenses are no longer mailed. They are sent to your portal. Once your license is in the renewal period window (60 days prior to expiration), the option to renew will appear as a link in the portal.
- Fees on the Dealer bill of sale- We are still noticing many dealers are overcharging for the temp tag fee and/or the ERT fee on the bill of sale.
 - The maximum allowed for the temp tag fee is \$50.
 - The maximum allowed for the ERT fee is \$20.

If you have a topic, you'd like us to cover in a future newsletter, please send it to Kristin Orlando-Dillahunt at korlando@mdot.maryland.gov.

Save the Date: WANADA Annual Meeting, Nov. 12 in Tysons

WANADA's Annual Meeting will be returning to The Ritz-Carlton in Tysons Corner, VA this year. This year's event will begin at noon on Thursday, November 12 and feature comedian Ronny Chieng. More details will be released in September, but be sure to mark your calendars now!



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