

Rohrer Bus Sales

Invoicing, Registration, & Account Information Sheet

*IMPORTANT: The following information is needed promptly. Without all information, your vehicle cannot be delivered and registration cannot be submitted to the DMV. Failure to provide complete information could result in the delay of receiving your registration. (Information can be sent via e-mail)

ITEMS WHICH NEED TO BE RETURNED WITH THIS INFORMATION SHEET

- Photocopy of current insurance card for policy listed above
- If OB tag is to be issued, a letter of usage is required by DMV
- Authorization to Sign letter from your agency/company

TITLING INFORMATION

(Must include street address along with PO Box – DMV will not title to PO Box alone)

Name: _____

Address: _____

City: _____ State: _____ ZIP: _____ County: _____

INVOICING INFORMATION

Name: _____

Address: _____

City: _____ State: _____ ZIP: _____ County: _____

Contact Person: _____ Fax: _____

Telephone #: _____ E-mail: _____

Tax Exemption #: _____ DMV \$10 Registration #: _____

If applicable, check if you are one of the following:

Commonwealth Agency or Commission

Political Subdivision of Commonwealth

Municipal Authority

INSURANCE INFORMATION

Insurance Company: _____

Policy #: _____ Effective Date: _____ Expiration Date: _____

LIEN HOLDER

(Must include street address along with PO Box – DMV will not title to PO Box alone)

Name: _____

Address: _____

Financial Institution #: _____ Phone #: _____

TYPE OF LICENSE PLATE

Check One for type of plate you are requesting:

Passenger OB BA MT MG SC Intransit Transfer

PUC #: _____ Ford FIN Code: _____

Fleet Information (if applicable) Acct #: _____ Fleet #: _____

Transfer Info: Plate #: _____ Expiration Date: _____
VIN: _____ Title #: _____

TRADE INFORMATION

Year/Make/Model: _____
Complete VIN: _____ Mileage: _____

ITEMS NEEDED AT THE TIME OF DELIVERY

- Copy of front & back of signer's driver's license-required by DMV
- Title for all trades
- Payment in full unless other arrangements have been made

Call with questions to Kay at 1-800-735-3900 ext. 216 or 717-957-5115.

Please e-mail or fax the information to Kay Reichenbach at kay@rohrerbus.com or 717-957-0158.