

**OKLAHOMA MOTOR VEHICLE COMMISSION
SALESPERSON LICENSE TRANSFER FORM**

INSTRUCTIONS: A currently licensed salesperson shall, on change of employment, surrender the Salesperson License to the new employer, in order for the licensed to be transferred.

- **Transfer Fee is now \$10.00.**
- **Fill out Transfer Form and attach the Salesperson License. Do not attach a photocopy of the license.**
- **If you are unable to attach the actual card, then transferring is not an available option, and you will be required to complete a whole new application and pay that appropriate fee.**
- **Check to see if license has expired.**
- **Used Car Sales Licenses, Expired Licenses and Gratis Licenses are NON-TRANSFERABLE.**

TRANSFER SALESPERSON LICENSE TO:

DEALERSHIP NAME: _____ **CITY:** _____

Name: _____ Birth Date: _____ SS# _____

Current Address: _____
Street City State Zip

Phone: _____ Date of Hire: _____ Job Title: _____

Have you ever been convicted of a felony? Yes No If Yes, complete the following: **Where?** _____

When? _____ (circle one) **Federal** or **State Charge** **Convicted of:** _____

1. Attach copy of the OSBI Report for state charges in Oklahoma or a Criminal History Background Report
2. Dealer must acknowledge past history by signing the Report.
3. The Commission has the authority to verify, independently, the accuracy of your response.

(DO NOT SUBMIT APPLICATION WITHOUT THIS DOCUMENTATION—IT WILL NOT BE PROCESSED!)

I agree to abide by the Laws and Rules of the State of Oklahoma, Motor Vehicle Commission. I certify under penalty of perjury that the answers and information contained herein are true and correct. I understand that my License may be denied, revoked or suspended for any material misstatement of fact.

Signature _____ **Date** _____
Applicant's Signature

EMPLOYER'S ENDORSEMENT

I have read the foregoing answers by the above Applicant and believe them to be true to the best of my knowledge. **This Applicant, Representing My Dealership**, is recommended as trustworthy and a person who will abide by the provisions of the laws and the rules and regulations governing the sale of new motor vehicles, and is being employed as a salesperson, selling exclusively for the undersigned employer.

Signature _____ **Type or Print Name** _____ **Date Signed** _____
Signature of Dealer or Executive Manager

\$10.00 FEE REQUIRED

(ATTACH OLD LICENSE CARD HERE)