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JANA SIMPLER  
DIRECTOR

**MEMORANDUM**

**TO:** All Licensed Dealers and Third-Party Titling Agents  
**FROM:** Delaware Division of Motor Vehicles, Dealer Section  
**DATE:** April 4, 2023  
**SUBJECT:** Power of Attorneys & Lease Company Power of Attorneys (POA)

The Delaware Division of Motor Vehicles has taken a hard look at our backlogs, policies, and procedures. We are training new staff and making sure our time is spent productively. In November 2022, we advised all dealers of our requirements for POAs. Diving deeper, we realized that when vehicles are leased, we were using an antiquated spreadsheet for approved signers for lease companies and dealerships. This spreadsheet will no longer be maintained.

Any sale dated after May 31, 2023, must meet the POA requirements. A POA must be submitted with each deal as identified in the notice sent in November 2022.

If you have any concerns or questions about meeting this deadline, please reach out to the Dover Dealer Section by emailing: [DOT\\_MTRVDealerServicesHelpDesk@delaware.gov](mailto:DOT_MTRVDealerServicesHelpDesk@delaware.gov).

All notices and updates can be found on the Delaware Dealer Portal at: <https://dmv.de.gov/VehicleServices/dealers/>.

Sincerely,

Dealer Section  
Division of Motor Vehicles

