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NEW CASTLE, DE 19720  
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STATE OF DELAWARE  
DEPARTMENT OF TRANSPORTATION  
DIVISION OF MOTOR VEHICLES

**MEMORANDUM**

**TO:** All Eligible Out of State Dealerships  
**FROM:** Division of Motor Vehicles (Dealers)  
**DATE:** July 19, 2021  
**SUBJECT:** Second Free Temp-Tag (approval required)

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Starting July 19, 2021 the following mailbox is going to be utilized for FREE second temp tags. All requests will be reviewed for approval. The division will monitor the backlog and make an announcement when this process ends.

[DOT\\_OOSTEMPTAG\\_SECOND@DELAWARE.GOV](mailto:DOT_OOSTEMPTAG_SECOND@DELAWARE.GOV)

**Requirements for Free 2<sup>nd</sup> temp tags can be issued for the following reasons:**

1. Paperwork is submitted to DMV within first the 30 days from the bill of sale date. (date sold)
2. Corrections of paperwork due to DMV error
3. Title reporting issues or unforeseen document issues requiring investigation or research; for example, NMVITS history does not match
4. No free second temp-tags for failed inspections
5. Expiration must be within (5) days before or (5) days after the expiration date

**Dealers will need to provide our office with the following documents prior to approval:**

- Copy of dealer worksheet showing date submitted to DMV.
- Copy of driver license/ID of the customer
- Copy of DE insurance card
- Copy of bill of sale showing the sale date
- VIN check/VIN verification or current inspection
- Copy of current temp- tag

All customer criteria must match to be approved for a “free” 2<sup>nd</sup> temp-tag. If not approved the dealership/customer must pay for the 2<sup>nd</sup> temp-tag. The dealerships can then process and charge the customer or send their customers to DMV with their bill of sale and current inspection for a 2<sup>nd</sup> temp-tag (cost \$20.00).

**Note: Make sure the address on the Bill of sale matches the DL/ID to ensure we mail it to the correct address. Any 3<sup>rd</sup> temp-tag must be preapproved by the Dover Dealer Section. The DMV will process and mail directly to the customer.**

Thank you for your assistance,  
Division of Motor Vehicles

