



Automobile Dealers Association of Indiana, Inc.

BULLETIN

Bulletin #10-01 – April 26, 2010

MANDATORY NEW PROGRAM FOR DEALER INTERIM PLATES

The Secretary of State's Dealer Services Division will be notifying all Indiana dealers of a new mandatory online system for the purchasing and issuance of dealer interim plates. **The new system called "Plates On-Demand" will take effect April 30, 2010.**

Dealers are advised to **deplete** their **current interim plate inventory before using the new system. No additional interim plate orders will be processed after the April 30, 2010 effective date.** From that point forward, all interim plates must be accessed through the online Plates On-Demand program and printed to a dealership printer. The new system does not apply to motorcycle interim plates.

How to Order & Print Plates On-Demand:

Beginning April 30, dealers may access the system through the Secretary of State's web site, www.in.gov/sos/dealer. (ADAI's website has a link to the SOS website.)

1. **Set-up an SOS account.** Dealers must set-up an account with a password on the SOS website to access the program.
2. **Place order.** Dealers may order interim plates either individually or in groups of 'credits' to be held in queue until issued.
 - **Fees:** Plates are still \$3.00 each. However, the payment section of the program is controlled by IN.gov and, unless you have an IN.gov account, there will be an additional \$1.00 per transaction + 2% of the total amount handling fee. If you have an IN.gov account, you will be charged the plate fee only. You can create an IN.gov account at www.IN.gov/accounts.

Example: Purchase 25 "credits"(plates)	\$75.00	Plate fees
Total Payment (with IN.gov account)	\$75.00	
<i>Without IN.gov account</i>	+ 1.00	Transaction Fee
	+ 1.50	2% User Fee
Total Payment (without IN.gov account)	\$77.50	

NOTE: The purchase of 1 plate without an IN.gov account will total \$4.06 rather than \$3.00 with an IN.gov account.

3. **Payment** must be made online using a valid credit card. SOS Dealer Services Division is exploring the possibility of allowing dealers to setup a direct debit (ACH) payment with IN.gov for payment of interim plate fees.
4. **Print plate.** Dealers will need to enter the specific vehicle information prior to printing each interim plate. SOS Dealer Services Division strongly recommends interim plates be printed on **white paper with black ink**. State & local law enforcement will have been notified by SOS of these recommendations. *In the event that a replacement interim plate is needed, the Plates On-Demand system will permit the user to reprint a plate with the same vehicle information & expiration date.* You will be able to print a listing of plates purchased and issued by the program.
5. **Placement of Plate.** Since the new interim plates are to be printed on plain white paper, ADAI suggests they should be placed inside the vehicle on the driver's side of the rear window.

If you have any questions or need additional information, please contact A.D. Reeves, Director of SOS Dealer Services, at 317.234.7180.