

MOTOR VEHICLE REGISTRATIONS

Tax Office

Presque Isle City Hall (1st Floor)

12 Second Street

Presque Isle, ME 04769

Telephone: (207) 760-2700

Fax: (207) 764-2521

Business Hours: 8:00 AM – 4:30 PM
(Monday -- Friday)

The City of Presque Isle is a municipal agent for the Maine Bureau of Motor Vehicles licensed to fully process motor vehicle registrations and issue plates.

RENEWALS

Motor vehicle registrations can be renewed at the front desk at City Hall during regular business hours. For speedy handling, you should bring the following information.

- Expiring Registration (i.e. yellow copy)
- Current Insurance Card
- Odometer Reading

A change of address can be processed at the time of renewal. If you want to add or remove name(s) from your vehicle registration, additional paperwork will be required which you should pick up in advance.

You can also renew your motor vehicle registration online using the Rapid Renewal program. Click on the logo below to go to the website now.



NEW REGISTRATIONS ~ DEALER SALES

If you purchased your new or new-to-you vehicle from a Maine licensed dealer, you should bring the following information so we can process your new registration.

- Bill of Sale
- ME Title Application – (Blue copy if already completed by dealer or lender)
- Window Sticker showing MSRP (New vehicles only)
- Current Insurance Card
- Odometer Reading

If you already have plates and want to transfer your registration from a vehicle which you traded in, please bring in your old yellow registration as well.

NEW REGISTRATIONS ~ PRIVATE SALES

If you purchased your vehicle in a private sale from the prior owner, you should bring the following information so we can process your new registration.

- Bill of Sale
- Prior Owner's Title signed over to you
- Current Insurance Card
- Odometer Reading

If your vehicle is financed with a bank or other lender and a ME title application has already been completed, we will need the blue copy from your records.

If you already have plates and want to transfer your registration from another vehicle which you no longer own, please bring in your old yellow registration as well.

NEW REGISTRATIONS ~ MOVING FROM ANOTHER STATE

If you are moving to Presque Isle and your vehicle was previously titled and/or licensed in another state, we will need the following information to process your new registration.

- Original Title from other State
- Registration from other State
- Current Insurance Card

- Odometer Reading
- If vehicle is financed, we will need a mailing address for the lender to send the Maine Title Application for swapping.

NEW REGISTRATIONS ~ COMING FROM CANADA

If you are registering a vehicle that was purchased from Canada or previously licensed in Canada, we will need the following information to process your new registration.

- Bill of Sale (Unless previously owned)
- Original Canadian Registration (Copies not acceptable)
- Import Documents
 - “HS-Form 7 Declaration” (U.S. DOT) *and*
 - U.S. Customs Entry Form **#7501**, **#CF-3299**, or **#CF-368**
- VIN Inspection Form (MVT-10)
- Current Insurance Card
- Odometer Reading

FREQUENTLY ASKED QUESTIONS

What are the fees to register a new motor vehicle?

The registration fees for a new vehicle with a passenger plate include:

BMV Plate Fee \$35.00

ME Title Application \$33.00

Agent Fee \$ 4.00

Excise Tax @ mil rate X MSRP

ME Sales Tax @ 5.50 % X Purchase Price

The Maine Title Application fee and Maine Sales Tax are one-time only fees. The plate fee, excise tax, and a \$3.00 agent fee are paid each year at time of renewal.

What motor vehicles require a Maine Title?

Motor vehicles with a model year of **1995** and newer require a Maine Title. Motor vehicles **1994** and older do not require a Maine title. The latter are transferred with a bill of sale only.

How do I get a vanity plate?

You can apply for a vanity plate at the BMV branch office in Caribou using form *MV-45 --Vanity Plate Application*. Also, you can apply online at the Maine Bureau of Motor Vehicle website. As a municipal agent, we not authorized to issue vanity plates at City Hall.

What are the fees for a vanity plate?

The application fee for a vanity plate is **\$25.00**. After your vanity plate has been issued, you will be charged **\$25.00** for renewal of the vanity plate each year.

What if I'm required to file an SR-22?

If you are an SR-22 filer, you will pay your excise tax at City Hall and then complete your vehicle registration at the BMV branch office in Caribou. We are not authorized as a municipal agent to process SR-22 registrations at City Hall per BMV regulations.

Can proof of insurance be provided in a digital format?

Yes, if we can clearly view your current insurance card on your phone or other portable device, it will be acceptable as your proof of insurance.

