

# **PREFACE**

**BUREAU OF MOTOR VEHICLES  
VEHICLE SERVICES  
DIRECTOR'S MEMO**

The Maine Bureau of Motor Vehicles is pleased to offer its revised Motor Vehicle Procedures Manual. The purpose of this manual is to explain Maine vehicle registration, titling and other related procedures, in order to assist in the correct preparation of registrations and other related documents. This manual is intended primarily for BMV staff, municipal registration agents, and for others who may prepare motor vehicle-related documents. The manual also may assist policy makers as well as the general public in understanding and appreciating Maine motor vehicle-related laws and BMV procedures.

This revised manual has been organized into chapters with each chapter consisting of a major subject area, such as vehicle registration, motor carrier services, or titles. This organization is intended to make it easier for the user to find complete information. In general, each chapter should be self-contained and complete. Not all chapters will be of interest to every user. This manual also is intended to be distributed electronically, primarily as a download from BMV's website. Users may want to use this document electronically as well, and it has been set up to make electronic searching as easy as possible. Parts or all of the manual may be printed locally as needed.

You are encouraged to use this manual to answer your motor vehicle related questions. However, if you need additional information or clarification do not hesitate to contact the Bureau of Motor Vehicles at 207-624-9000 or <http://www.maine.gov/sos/bmv/index.html>

Sincerely,



Garry Hinkley  
Director, Vehicle Services Division  
Maine Bureau of Motor Vehicles

## TELEPHONE NUMBERS FOR USE BY MUNICIPAL OFFICES

**Main Number: 624-9000**

**Dial the main number and enter the appropriate extension**

<b>Administrative Services</b> .....	<b>52155</b>
<b>Audit Services</b> (Direct Dial) .....	<b>624-9349</b>
When calling from the WATS line ask for EXT .....	49349
<b>Driver License Services</b>	
Accidents .....	52110
Administrative Hearings .....	52113
Court Records .....	52100
(Traffic Violations, Failure to appear of pay fines, Points)	
Certified Copies .....	52102
Driving Records .....	52116
Financial Responsibility .....	52108
(Insurance Requirements, Judgments, suspensions)	
License Examinations .....	52119
Commercial Examinations .....	52122
Medical Review .....	52124
OUI .....	52104
Renewals, Address Changes, State ID's Duplicates	52114
<b>Vehicle Services</b>	
Dealer Licensing .....	52143
Municipal .....	52163
Titles .....	52141
Registrations .....	52149
Vanity Plates .....	52146
Commercial & Trailer Registrations .....	52151
International Registration Plan (IRP) .....	52135
Fuel Tax Reporting (IFTA) .....	52136
Fuel Tax Licensing (Decals) .....	52137
Operating Authority/For Hire/JB Filing .....	52127
Over Limit Permits/ 53 ft. Trailer .....	52134
US DOT .....	52133
<b>Office of Investigations</b> .....	<b>52144</b>
<b>Office of the Deputy</b> (Direct Dial) .....	624-9004
<b>Stock Room/Supplies</b> .....	<b>624-9030</b>
Stock Room Fax .....	624-9035

**MOTOR VEHICLE BRANCH OFFICE  
TELEPHONE LIST**

Walk-in service for customers 8 AM to 4:30 PM Monday thru Friday  
Telephone access will be from 8 AM to 4:30 PM

<b><u>Branch Office</u></b>	<b><u>Public Telephone</u></b>
<b>Augusta</b> 19 Anthony Avenue Augusta, ME 04330	287-3330
<b>Bangor</b> Griffin Road Ext. Bangor Airport Mall Bangor, ME 04401	942-1319
<b>Calais</b> 376 North Street Calais, ME 04619	454-2175
<b>Caribou</b> 159 Bennett Dr. Ste 1 Caribou, ME 04736	492-9141
<b>Ellsworth</b> 24 Church Street Ellsworth, ME 04605	667-9363
<b>Kennebunk</b> 63 Portland Road Kennebunk, ME 04043	985-4890
<b>Lewiston</b> 36 Mollison Way Lewiston, ME 04240	753-7750
<b>Mexico</b> 110 Main Street Mexico Shopping Plaza Mexico, ME 04257	369-9921

<b><u>Branch Office</u></b>	<b><u>Public Telephone</u></b>
<b>Portland</b> 125 Presumpscot St, Unit #4 Portland, ME 04101	822-6400
<b>Rockland</b> 212 New County Road Rockland, ME 04841	596-2255
<b>South Portland</b> 704 Maine Mall Road South Portland, ME 04106	822-0730
<b>Springvale</b> 456 Main Street Springvale, ME 04083	490-1261
<b>Topsham</b> 49 Topsham Fair Mall Road Suite 25 Topsham, ME 04086	725-6520