

Quick Tags — Dealer Handout

Issuing Delaware temporary tags: how to enroll, what it costs, and who to call

Quick Tags is the State of Delaware's online system for issuing temporary registration tags. Authorized issuers, including licensed dealerships, franchise dealers, used car dealers, and auctions, use Quick Tags to create, print, and manage temporary tags. Each temporary tag is automatically recorded with the Division of Motor Vehicles (DMV) at the time it is issued. Effective **Monday, September 14, 2026**, Quick Tags will be the required system for issuing all Delaware temporary registration tags. Until then, continue issuing tags on your existing DMV-provided temporary tag paper.

Enrolling your dealership — five steps

- 1 Tell us who your Dealership Officer is — enrollment is open now**
You can sign up today. Return the **Dealership Officer Designation Request** form naming the person who will own your Quick Tags account, and your access code follows as soon as your officer is confirmed. Need a copy of the form? Email dedot-quicktags@fairfaxsoftware.com.
- 2 Watch for the One-Time Access Code email**
Your named Officer receives an email with a one-time access code and a setup link. If your code has expired or does not work, call the Help Desk and a fresh one will be issued in minutes.
- 3 Register your dealership**
Your business name and license number appear automatically from your DMV dealer record — you don't type them, and they can't be edited. If they look wrong, contact DMV Dealer Licensing at DOTDealerLicensing@delaware.gov to correct your dealer record and Quick Tags will pick up the change.
- 4 Choose how you'll pay**
Tags are paid for with **pre-purchased Tag Credits** — bought in advance by credit card or bank account, and used as tags print. Keep an eye on your balance: **when it reaches zero, no more tags can be issued** until credits are added.
- 5 Add your team and get trained**
Your Corporate Officer creates Manager and Employee accounts (Managers can add Employees). Each person has their own login at your dealership. Live training is provided at no charge, a recorded training session is published afterwards, and per-screen help videos are built into the system.

A question or a problem — who do I contact?

Fairfax Software Help Desk — the system

Anything inside Quick Tags: logging in, access codes, issuing or fixing a tag, printing, paper orders, payments.

In the app: the **Help Desk** button, bottom-right of the Home screen

Phone: (844) 425-5824

Email: dedot-quicktags@fairfaxsoftware.com

Hours: 9:00 AM – 11:00 PM Eastern, Monday–Saturday. Closed Sundays and Delaware state holidays. English & Spanish.

Delaware DMV — your dealer record

Quick Tags reads your official DMV dealer record. Contact **DMV Dealer Services** for:

- Dealer license renewals, suspensions or reinstatements
- Corrections to your business name, address or DBA
- Changes to your authorized officer on file

Email: DOTDealerLicensing@delaware.gov

If your license lapses or your dealership is suspended, Quick Tags access pauses automatically until the DMV record is restored.

Tag paper and fees

What each tag costs

\$22.90 per temporary tag, made up of:

\$20.00 — the state plate fee, set by law (21 Del. C. §2130), collected in Quick Tags and remitted to DelDOT

\$2.90 — the program fee, which covers your training, setup and support — there is no separate charge for those

3% Processing fee applies to all payment types.

Identifying Fees on Your Bill of Sale: Pursuant to 21 Del. C. §2130, you cannot charge more than \$20 for the temporary tag. If you choose to pass the \$2.90 program fee and the 3% processing fee on to the customer, those fees must be listed separately elsewhere on the bill of sale, such as under administrative fees.

Ordering blank tag paper

Order as soon as your dealership registration is complete — nothing else to wait for; order your first bundle right away.

Orders are placed **inside Quick Tags** (Home → Order Temp Tag Paper) by your Officer or Manager — no separate vendor account.

\$100 a bundle of 100 sheets (\$1.00 a sheet), secure 10-mil Teslin stock.

Shipping: \$7.95 standard — allow about **3 business days** to arrive. Overnight available at cost.

Two sizes: one for cars, trucks and trailers; one for motorcycles. Order both if you sell both — and keep a spare bundle on hand.

At the counter — quick answers

How long is a temporary tag valid?

90 days from the date it is issued (30 days for auctions). The issue date is always the day you print the tag — the sale date can be earlier, but the 90 days always count from issue.

I made a mistake on a tag. Can I fix it?

Yes — use **Amend** within **24 hours** of issuing. A tag can be amended up to **two times** and keeps the same tag number; if printed information changed, the corrected tag prints automatically. After 24 hours or two amendments, void the tag and issue a new one.

The customer lost or damaged the tag.

Use **Replace**. The replacement carries all the same buyer and vehicle information and the **original expiration date**, on a new tag number; the old tag is voided automatically.

The tag didn't print cleanly. Can I reprint?

Yes, within **24 hours** of issuing — same tag number, same expiration. After two reprints, your Dealership Officer or Manager enters their login to approve another.

What do I do with a voided tag?

Select the void reason in Quick Tags, write **"VOID"** on the printed sheet, then securely destroy it.

My buyer lives out of state.

No problem — choose **"Non Delaware County"** in the County of Residence dropdown and continue as normal.

Something isn't working. How do I troubleshoot?

Two quick fixes solve most issues: **refresh your browser and clear its cache** (fixes most errors right after a system update), and **log off and log back on** (picks up the latest tag print templates). Still stuck? Contact the Fairfax Help Desk with the exact message on your screen and the team will troubleshoot with you.

Small things that are normal

Everything on the printed tag appears in CAPITAL letters except your dealership name — by design, for police plate readers. Up to **two owners** can be listed on one tag. Motorcycle tags print on motorcycle (DM) paper and all other vehicles on vehicle (DV) paper.

What your dealership needs

- A **laser printer** at the tag workstation, meeting State of Delaware and DMV specifications — if you print temporary tags today, your printer will generally work
- An internet connection and a current web browser — there is no software to install
- A **valid Delaware dealer license** — Quick Tags confirms your license against your DMV record every time you log in