



Application for Self Inspection Program

Legal Company Name _____

DBA _____

FEIN _____ Federal DOT number _____

Physical Office Location:

Mailing Address:

Phone number to office location _____

Physical Maintenance Facility Location:

Phone number to maintenance location _____

Maintenance and Inspection Records Location:

Self Inspection Requirements

- An IRS SS-4 with your company name and FEIN number is required to be submitted
- You must have at least 15 vehicles registered in the company name
- Current Delaware business license
- Corporation in Good Standing
- Company officer application must be completed
- Authorized company personnel must be completed
- All vehicles must be in the company name
- Delaware insurance card must contain company name
- All maintenance and inspection records must be maintained at the above listed address
- MV-517 and insurance must be submitted with each transaction
- All vehicles must have MGVWR certification as outlined in Title 21.
- Vehicles with a MGVWR that are less than 8,501 lbs. will require an emission test through Delaware DMV
- IRS Form 2290, Heavy Highway Vehicle Use Tax Schedule 1 must be submitted for vehicles registered at 55,000 lbs. and greater
- Three transactions are permitted at any DMV location front line for processing. All other work shall be processed by the Self Inspection Associate at the Dover DMV.
- Email dot_selfinspectprogram@delaware.gov
- If the company physically moves location, you will be recertified