



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 10 vehicles that require inspection, registered in the company name 21 Del. C. §2143
 - Must be adequate inspection and repair facilities located in the State of Delaware
 - Shall not apply to fleets of school buses which transport pupils of any public, parochial or private school of the State of Delaware
 - Any trailer that requires inspection may qualify as a vehicle.
- 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 MGWR certification as outlined in Title 21.
- Please see emission requirements on the Delaware DMV website.
- 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