

4501:1-3-04

Dealer ~~and manufactured home broker~~ required to maintain records.

- (A) A motor vehicle dealer, a motor vehicle auction owner, ~~a manufactured home broker,~~ and a motor vehicle distributor shall maintain the following records of all motor vehicles purchased, leased and sold:
- (1) Name and address of the previous owner;
 - (2) Serial number (vehicle identification number);
 - (3) Title number, county and state;
 - (4) Year and make of said vehicle;
 - (5) A purchase agreement for each vehicle sold, which shall include a description of the vehicle, the name and address of the purchaser, the sales price, the odometer reading and may include the dealer's ~~or broker's~~ permit number;
 - (6) Lease contracts and security agreements;
 - (7) Odometer disclosure statement for each vehicle, ~~except that a manufactured home broker is not required to generate or keep this record;~~
 - (8) A record of temporary tags sold on each vehicle ~~except that a manufactured home broker is not required to generate or keep this record.~~
- (B) Records must be maintained and easily accessible for a period of three years by those holding a license granted under Chapter 4517. of the Revised Code and by any person who held a license and has since gone out of business.
- (C) The business records shall be open for reasonable inspection by the registrar or his authorized agent.

Effective:

R.C. 119.032 review dates: 03/02/2014

Certification

Date

Promulgated Under: 119.03
Statutory Authority: R.C. 4501.02, 4517.32
Rule Amplifies: R.C. 4517.04, 4517.05, 4517.06, 4517.07, 4517.08
Prior Effective Dates: 8/3/78, 12/8/86, 4/20/96, 5/9/98, 7/1/09