



ONLINE PROGRAMS FEE WAIVER SHEET

For Department Use Only
 Bureau of Motor Vehicles • 1101 South Front Street • Harrisburg, PA 17104-2516

This form must be completed when using a fee waiver code.

DETAILED EXPLANATION OF FEE OVERRIDE USAGE

Fee Override 27 - This fee waiver is used to waive the fees when a certificate of title is being transferred to a surviving spouse. The applicant summary statement should reflect the override code used. Supporting documents must include:

1. Certificate of Title
2. Completed Form MV-39, "Notification of Assignment/Correction of Vehicle Title upon Death of Owner"
3. Proof of Death - An original death certificate or Form MV-39, Section G, completed by attending physician or funeral director. (Not required if joint owner is surviving spouse.)
4. Insurance Information

Fee Override 39 - This fee waiver is used to waive both the additional sales tax due of 1% or 2% and the \$5 County Fee for Local Use if they do not reside in a participating county. The applicant will need to complete and submit Form MV-421, "County of Residence Verification." Fee waiver 39 cannot be used to override the \$5 County Fee for Local Use only.

Fee Override 49 - This fee waiver is used to waive the additional 1% or 2% sales tax fee for applicants who indicate they do not reside in either Allegheny County or the City of Philadelphia. The applicant will need to complete and submit Form MV-421, "County of Residence Verification." Fee waiver 49 cannot be used to override the \$5 County Fee for Local Use.

Fee Override 55 - This fee waiver is used to correct owner/lessee information while in the tanking period and should only be used during the tanking period. Supporting documents must include an amended applicant summary statement.

Fee Override 59 - This fee waiver is used to override the \$5 County Fee for Local Use when a customer lives in a county that has passed an ordinance to implement the fee for local use and the customer doesn't have the additional \$5 to complete the initial registration or renewal transaction.

1. The agent must confirm the owner/applicant's county implemented the fee for local use and the customer did not submit the \$5 County Fee for Local Use at the time of initial registration or at the time registration is renewed.
2. By using this fee waiver, the system will automatically generate a letter to the customer telling them they are required to pay the \$5 County Fee for Local Use.

A CUSTOMER / TRANSACTION INFORMATION	
Name	Title Number
Vehicle Identification Number	Registration Plate Number
WID on Applicant Summary Statement	Process Date
B FEE OVERRIDE USED - Check (✓) one that applies.	
<input type="checkbox"/> 27 – Transfer Title to Surviving Spouse <input type="checkbox"/> 39 – Local Sales Tax Override and Waive County Fee for Local Use. <input type="checkbox"/> 49 – Local Sales Tax Override - Used when customer does not live in 7% or 8% zip code. <input type="checkbox"/> 55 – OLRP Waive Title Fee Override - Allowable only in tanking period. <input type="checkbox"/> 59 – OLRP Waive Fee For Local Use	
C BUSINESS PARTNER INFORMATION	
Processor Name	
Business Partner Name	Dealer/Business Partner Identification Number