



Mark Gordon
Governor

WYOMING Department of Transportation

"Provide a safe and effective transportation system"

5300 Bishop Boulevard, Cheyenne, Wyoming 82009-3340



Darin J. Westby, P.E.
Director

DOCUMENT A - TEMPORARY RV DISPLAY & SALES EVENT PERMIT APPLICANT INSTRUCTIONS

ASSOCIATED WITH A NATIONAL RV RALLY (WS 31-16-127)

- Copies of your state RV Dealer License(s), franchise agreement(s), and IRS documentation of your FEIN must be submitted with the permit application. Be sure that these additional documents, the \$500.00 application permit fee and Demo Plate fee \$25.00 per plate (if purchasing) are submitted with the application.
- The permit applicant must undergo a state and national criminal history record background check. The owner, corporate officer, or member of the LLC/LP who signed the permit application must submit a completed Background Check Information Questionnaire, completed fingerprint cards, and \$39.00 fingerprint processing fees with the permit application (forms enclosed). Criminal History Record Information may take a minimum of 30 days to process. A permit will not be issued until the criminal history record information is received, reviewed, and the permit application approved by the Department.
- You will be notified if your application for a Temporary RV Display & Sales Event Permit has been approved, at which time you will need to have the \$50,000 surety bond executed through your insurance provider and submitted to the Department (bond form enclosed).
- Your Temporary RV Display & Sales Event Permit and any Demo Plates that you have purchased will be mailed to you prior to the event.
- Online Temporary permits: WyoDOT will create you a login to issue temps (<https://secureetagwy.opsecsecurity.com/SecureETag/login.jsp>). You will have to order the minimum (25) seal/paper bundle through Opsec <https://orders.opsecsecurity.com>.
- At the end of the event, please mail your Temporary RV Display & Sales Event Permit with the Statement of Sales section completed, Demo Plates, and all unused Temporary Registration seals. ***Failure to return these items may result in the Department filing claim against the \$50,000 surety bond you have submitted as a condition of permitting.***

Please contact us if you have any questions regarding the Temporary RV Display & Sales Event Permit procedures or if you need assistance with the application. Thank you for your cooperation with this matter.

Wyoming Department of Transportation
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