

Records

THE FOLLOWING RECORDS MUST BE kept at the dealership for five years.

Original documents:

- » A logbook (record of vehicles bought and sold—may be computerized)
- » Wisconsin Buyer's Guide

Copies:

- » Purchase contracts
- » MV11 Application for Title/Registration (unless electronic)
- » Odometer statements
- » Consignment agreements
- » Dealer reassignment forms for non-conforming titles
- » Factory invoices
- » Power of attorney forms
- » Titles
- » Electronic Title/Registration Application receipt (if processing electronically)

The records must be available for inspection by a representative of the department during normal business hours.