



### Motor Dealer Off-Site Sale Permit Request Form

- *please complete one request form per participant*
- *request form must be returned 3 weeks prior to event*
- *copy of local business licence for event must be provided with request form*

#### Section A - Off-Site Sale Details

Event name / details: \_\_\_\_\_

Facility name & address: \_\_\_\_\_

Local licensing authority: \_\_\_\_\_ Attach copy of business licence.

Host or event organizer: \_\_\_\_\_

Date(s) of off-site sale: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ to \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
DD MM YY (first day of event) DD MM YY (last day of event)

Number of days (*max. 6 days*): \_\_\_\_\_ Date you last participated in an off-site event? \_\_\_\_\_

#### Section B - Dealer Details

Business name: \_\_\_\_\_ Dealer #: \_\_\_\_\_

Trade name: \_\_\_\_\_

Mailing address: \_\_\_\_\_

Phone: \_\_\_\_\_ Fax: \_\_\_\_\_

Name of Applicant: \_\_\_\_\_

Signature of Applicant: \_\_\_\_\_ Date: \_\_\_\_\_

#### Section C – Fees

\$50.00 per day X Number of days \_\_\_\_\_ (Max - \$200) \$ \_\_\_\_\_

Plus Surcharge, if applicable \$ \_\_\_\_\_

Less Discount, if applicable (see Off-Site Sale Policies) \$ \_\_\_\_\_

**Total Due** \$ \_\_\_\_\_

*Please enclose your cheque or money order payable to Motor Vehicle Sales Authority of BC  
or request a credit card authorization from our office to pay by credit card.  
(A \$25.00 service charge will be levied on any dishonoured cheque)*



Motor  
**Vehicle Sales Authority**  
 of British Columbia

*Previously known as the Motor Dealer Council of BC*

## *Credit Card Authorization Form*

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**PLEASE PRINT AND ENTER ALL INFORMATION AS IT APPEARS ON THE CARD:**

Name(s) (as it appears on the card): \_\_\_\_\_  
 \_\_\_\_\_

Card Type (check one):     Visa     Master Card

Card #: \_\_\_\_\_      Expiry Date \_\_\_\_\_ / \_\_\_\_\_

I (we) authorize The Motor Vehicle Sales Authority of British Columbia to charge \$ \_\_\_\_\_ to the above Credit Card.

I (we) understand that a written notice must be received by The Motor Vehicle Sales Authority to terminate this agreement.

I (we) warrant that all persons whose signatures are requested to sign on this account have signed and received a copy of this agreement.

Date: \_\_\_\_\_      Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Date: \_\_\_\_\_      Signature: \_\_\_\_\_

Print Name: \_\_\_\_\_

Please fax or mail this completed form to: ***Motor Vehicle Sales Authority of British Columbia.***