



**LOUISIANA USED MOTOR VEHICLE COMMISSION**

3132 Valley Creek Drive  
Baton Rouge, Louisiana 70808  
MAIN# (225) 925-3870 FAX # (225) 925-3869  
[www.lumvc.louisiana.gov](http://www.lumvc.louisiana.gov)

**INFORMATION CHANGE FORM**

**IMPORTANT:** The fee associated with a change in information below is \$100.00 per information type unless all information is changed at the same time. If all changes are at the same time, the fee will be \$100.00 for all changes made. Submit payment made payable to **Louisiana Used Motor Vehicle Commission.**

**Type of Change:**

- Ownership Change
- Address Change
- Trade Name Change

**Type of License: (\$100.00 per type)**

- Used Motor Vehicle Dealer
- Automotive Dismantle & Parts Recycling
- Crusher
- Auction
- Rent with the Option to Purchase
- Daily Rental
- Used Parts & Accessories

**1. Information as it **Currently** Appears on your license:**

Ownership Name: \_\_\_\_\_  
 DBA / Trade Name: \_\_\_\_\_  
 Physical Address: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_  
 Dealer License Number: \_\_\_\_\_

**2. **New Information** (Fill in all that apply)**

New Ownership Name: \_\_\_\_\_  
 New DBA/Trade Name: \_\_\_\_\_  
 New Physical Location: \_\_\_\_\_  
 Mailing Address: \_\_\_\_\_

**3. Business Telephone Number:** \_\_\_\_\_

**4. Email Address:** \_\_\_\_\_

**5. Complete only if applying for Ownership Change.**

Ownership Changing from:

Individual TO LLC, Inc., Partnership  
 LLC, Inc., Partnership TO Individual  
 Individual TO Partnership  
 Partnership TO Individual

Removal of owner(s) form Corporation  
 Adding owner(s) to Corporation  
 Other: \_\_\_\_\_

Dealership Signature \_\_\_\_\_ Date \_\_\_\_\_

Dealership Signature \_\_\_\_\_ Date \_\_\_\_\_

**IMPORTANT: MISSING, INCOMPLETE, OR INACCURATE INFORMATION MAY DELAY THE PROCESSING OF YOUR CHANGES.**