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REQUIREMENTS FOR MOTORCYCLE MANUFACTURERS

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MOTORCYCLE MANUFACTURER INTRODUCTION

Dear Motorcycle Manufacturer:

This package contains information concerning Federal laws and regulations of the Department of Transportation pertaining to the manufacture of motor vehicles. The National Highway Traffic Safety Administration (NHTSA) is responsible for improving safety on the Nation's highways. As part of these responsibilities, NHTSA establishes and enforces Federal motor vehicle safety standards (FMVSS) which specify minimum levels of safety performance for motor vehicles. A part of our enforcement program is the monitoring of vehicles manufactured, sold, or imported into the United States to ensure that they comply with applicable FMVSS.

There are two basic category definitions for two and three wheeled motor vehicles;

Motorcycle is defined as a motor vehicle with motive power having a seat or saddle for the use of the rider and designed to travel on not more than three wheels in contact with the ground.

Motor-driven cycle is defined as a motorcycle with a motor that produces 5-brake horsepower or less. NHTSA Office of Chief counsel has determined that mopeds and motor-driven bicycles fall into this category.

49 U.S.C. 30112 requires all motor vehicles (including motorcycles and motor-driven cycles), to comply with all applicable FMVSS in effect on their date of manufacture. 49 U.S.C. 30165 provides that whoever violates Section 30112 or regulations issued thereunder, will be subject to a civil penalty not to exceed \$1,100 for each violation, or \$925,000 for any related series of violations. The FMVSS are found at Title 49, Code of Federal Regulations Part 571 (49 CFR 571).

49 CFR Part 567 requires that the manufacturer of a motor vehicle permanently affix a label certifying that it conforms to all applicable FMVSS.

If a manufacturer determines that any vehicle manufactured by it does not conform with an applicable FMVSS or contains a safety-related defect, 49 U.S.C. 30118 requires that the manufacturer notify NHTSA and affected vehicle owners and to remedy, without cost, the defect or failure to conform in accordance with 49 U.S.C. 30120. Specific instructions on furnishing notification to NHTSA and affected owners are contained in 49 CFR Parts 573 and 577.

Federal regulations concerning emission control devices and allowable noise level requirements are not the responsibility of the Department of Transportation. For guidance in this area, it is suggested that you write the Environmental Protection Agency, Manufacturers Operations Division, EN-340, 401 M Street, SW, Washington, DC 20460. Additional information may be received from Mr. Dwight Smith, EPA Mobile Vehicle Emissions Laboratory phone: (734) 214-4571.

Other useful information may be found at the NHTSA Internet home page.
<http://www.nhtsa.dot.gov>

Should you have any questions please contact Kristi Bragdon on (202) 366-5291, fax: 202-366-1024, or e-mail to: Kristi.Bragdon@nhtsa.dot.gov

Manufacturers are required to:

- Yes **G** (Foreign manufacturers only) submit a designation to NHTSA in accordance with 49 CFR 551.45, *Agent for Service of Process*.
- Yes **G** (All manufacturers) submit information to NHTSA in accordance with 49 CFR 565.7(c) and (d), *VIN Identification*.
- Yes **G** (All manufacturers) submit information to NHTSA in accordance with 49 CFR 566.5, *Manufacturer Identification*.
- Yes **G** Ensure conformity with Federal motor vehicle safety standards (FMVSS), and apply a certification label to the vehicle in accordance with 49 CFR Part 567, *Certification*. It is recommended that you FAX a copy of your certification label with all GVWR, GAWR, and tire information (FAX#) 202-366-1024.
- Yes **G** Provide information to consumers as required by 49 CFR 575.6(a)(2)(I).
- Yes **G** Maintain a list of first purchasers (owners) of vehicles you manufacture as required by 49 CFR 569, 574.10 and 576.

You are advised to carefully examine 49 U.S.C. Chapter 301, the FMVSS, as well as other regulations in 49 CFR Parts 400-999 (available at address below) to ensure that you fully understand the extent of the responsibilities you would incur as a manufacturer of a motor vehicle to which the FMVSS apply.

Motor Vehicle Safety Standards & Regulations

Government Printing Office (GPO)

Superintendent of Documents

P.O. Box 371954

Pittsburgh, PA 15250-7954

Payment by Credit Card call: 202-512-1800, or FAX: 202-512-2233

FMVSS AND REGULATIONS APPLICABLE TO MOTORCYCLES

Copies of these standards and regulations are found in 49 CFR Parts 400-999 (purchase information see page 9), available from the Government Printing Office. It is important that every manufacturer have a copy of these standards and be familiar with them. Since many of the standards are revised each year, it is important that a manufacturer order the 49 CFR each year to know the latest requirements. Changes to the CFR which occur between publications are found in the Federal Register at the Government Printing Office website.

http://www.access.gpo.gov/su_docs/aces/aces140.html.

FMVSS and regulations that apply to motorcycles, mopeds or motor driven cycles, including three wheeled vehicles are as follows:

1. FMVSS No. 106, *Brake Hoses*
2. FMVSS No. 108, *Lamps, Reflective Devices, and Associated Equipment*
3. FMVSS No. 111, *Rearview Mirrors*
4. FMVSS No. 116, *Motor Vehicle Brake Fluids*
5. FMVSS No. 119, *New Pneumatic Tires for Vehicles Other Than Passenger Cars*
6. FMVSS No. 120, *Tire Selection and Rims for Vehicles Other Than Passenger Cars*
7. FMVSS No. 122, *Motorcycle Brake System*
8. FMVSS No. 123, *Motorcycle Controls and Displays*
9. FMVSS No. 205, *Glazing Materials*
10. 49 CFR 565, *Vehicle Identification Number Content Requirement*
11. 49 CFR 574, *Tire Identification and Recordkeeping*
12. 49 CFR 575.6(a)(2)(I), *Consumer Information*
13. 49 CFR 576, *Record Retention*

OVERVIEW OF FMVSS APPLICABLE TO MOTORCYCLE/MOTOR-DRIVEN CYCLE

FMVSS No. 106, *Brake Hoses*. A vehicle manufacturer may carry through the certification offered from a brake hose assembly manufacturer. The standard establishes performance requirement for brake hose and fittings to reduce the number of deaths and injuries occurring as a result of brake hose malfunction.

FMVSS No. 108, *Lamps, Reflective Devices, and Associated Equipment*. A vehicle manufacturer must observe 49 CFR 571.108, for regulations pertaining to motorcycles, and motor driven cycles. General references to lamp placement can be found within Tables III & IV of FMVSS 108, (*included at end of this document*).

FMVSS No. 111, *Rearview Mirrors*. A manufacturer must equip motorcycles/motor-driven cycles with a rearview mirror. Both vehicle types shall have either a mirror of unit magnification with not less than 12.5 in² of reflective surface, or a convex mirror with not less than 10 in² of reflective surface and an average radius curvature not less than 20 inches and not greater than 60 inches. The mirror shall be mounted on a stable support and the horizontal center of the reflective surface mounted at least 11 inches outward of the longitudinal centerline of the motorcycle. The mirror shall be adjustable by tilting in both the horizontal and vertical directions.

FMVSS No. 116, *Motor Vehicle Brake Fluids*. A motorcycle/motor-driven cycle manufacturer, using a container of brake fluid marked with the DOT symbol by the brake fluid manufacturer, may carry through that certification.

FMVSS No. 119, *New Pneumatic Tires for Vehicles Other Than Passenger Cars*. A tire manufacturer shall ensure that a listing of the rims that may be used with each tire that it produces, is provided to the public. The motorcycle/motor-driven cycle manufacturer should procure this information from its tire distributor, or from a standards association like the Tire and Rim Association. The tire must carry the tire manufacturer's certification in the form of the DOT symbol, and subsequent identifying characters.

FMVSS No. 120, *Tire Selection and Rims for Motor Vehicles Other than Passenger Cars*. A motorcycle/motor-driven cycle manufacturer must equip its vehicle with new tires that are of adequate size and load rating. The rim must be marked with the DOT symbol, a designation indicating the source of the rim's published nominal dimensions; (typically "T" for the Tire and Rim Association), the rim manufacturer's designation, and the month, day, and year or month and year of manufacture of the rim. The motorcycle/motor-driven cycle manufacturer is required to record this information, with GVWR, GAWR, and tire, rim, and cold inflation pressure, on a label affixed to the motorcycle as described under 49 CFR 571.120. This information may be combined with the certification label required by 49 CFR Part 567, *Certification*. An example of a motorcycle/motor-driven cycle manufacturer certification/FMVSS 120 label can be found in the Certification section of this package.

FMVSS No. 122, *Motorcycle Brake System*. This standard applies to motorcycles and motor driven cycles. The standard contains different stopping performance criteria based on the classification of a vehicle as a motorcycle, or as a motor-driven cycle. The vehicle must also comply with requirements such as parking brake performance, volume of brake fluid reservoir and other requirements as listed in the standard.

FMVSS No. 123, *Motorcycle Controls and Displays*. The standard specifies requirements for the location, operation, identification, and illumination of motorcycle/motor-driven cycle controls and displays and requirements for side stands and footrests.

FMVSS No. 205, *Glazing Materials*. Windscreens used on motorcycles/motor-driven cycles must meet certain performance requirements and be properly marked.

A list of testing laboratories, and the Office of Vehicle Safety Compliance Laboratory Test Procedures can be found at the NHTSA website: www.nhtsa.dot.gov/cars/testing/procedures.

MOTORCYCLE MANUFACTURER INFORMATION

PURPOSE:

To identify relevant Federal statutes and National Highway Traffic Safety Administration (NHTSA) standards and regulations affecting motor vehicles. This information sheet merely highlights the major requirements for manufacturers; each manufacturer should consult the specific statutes, regulations, and standards to determine its responsibilities. All references below to NHTSA regulations are found in “Title 49 of the Code of Federal Regulations Parts 400-999.” Also included in this manual are Federal Motor vehicle Safety Standards (FMVSS) which are found at 49 CFR Part 571.

FEDERAL MOTOR VEHICLE SAFETY STANDARDS (FMVSS) and REGULATIONS:

Title 49 U.S.C. 30111 authorizes NHTSA to issue safety standards for new motor vehicles and new motor vehicle equipment. All motor vehicles and items of motor vehicle equipment manufactured or imported for sale in the United States must comply with all applicable FMVSS.

Information that must be submitted to NHTSA or applied to product by all motor vehicle or motor vehicle equipment manufacturers (equipment covered by FMVSS) offering products for use in the USA NOTE: Foreign motor vehicle equipment manufacturers (equipment covered by FMVSS) must designate an “Agent for Service of Process of Information” before offering products for use in the USA.		
Motor Vehicle Manufacturers	Required Submissions	Certification of Compliance
Domestic motorcycle and motor-driven cycle manufacturer	Part 565, Part 566	Must affix Part 567 Certification Label to vehicle.
Foreign motorcycle and motor-driven cycle manufacturer	Part 551.45, Part 565, Part 566	Must affix Part 567 Certification Label to vehicle.

Manufacturers of motor vehicles (*including motorcycles and motor-driven cycles*) must certify compliance of their products in accordance with Part 567, *Certification*.

49 U.S.C. 30122 prohibits manufacturers, distributors, dealers, or motor vehicle repair businesses from knowingly making inoperative any part of a device or element of design installed on or in a motor vehicle or item of motor vehicle equipment in compliance with an applicable Federal motor vehicle safety standard. 49 U.S.C. 30113 provides limited grounds for NHTSA to grant a **motor vehicle** manufacturer a temporary exemption from compliance with one or more of the safety standards. The procedures for a temporary exemption are found at 49 CFR 555.

DESIGNATION OF AGENT FOR FOREIGN MANUFACTURERS: Part 551, *Procedural Rules*, requires all manufacturers offering motor vehicles or equipment for importation into the United States to designate a permanent resident of the United States as the manufacturer's agent for service of all process, notices, orders, and decisions. This designation must be mailed to the NHTSA Chief Counsel, 400 7th St. SW, Washington, D.C. 20590. See sample at end of this information package.

VEHICLE IDENTIFICATION NUMBER (VIN): Part 565, *Vehicle Identification Number*, requires each motorcycle/motor-driven cycle to have a VIN. The content requirements for the VIN are in Part 565.6. Manufacturers must submit a breakdown of its VIN to the NHTSA, VIN Coordinator, (address page 10) see Part 565.7(c). See sample VIN submission at end of this information package.

MANUFACTURER IDENTIFICATION: Part 566, *Manufacturer Identification*, requires manufacturer of motorcycle/motor-driven cycle vehicles or equipment, to which a FMVSS applies, to submit information identifying itself and its products to NHTSA no later than 30 days after it begins production of that product. This information must be mailed to the NHTSA Chief Counsel, 400 7th St. SW, Washington, D.C. 20590. See sample Manufacturer Identification Submission, at end of this information package.

CONSUMER INFORMATION: Part 575, *Consumer Information*, requires manufacturers of motor vehicles to make specific information available to consumers, including the reporting of safety defects. See sample at end of this information package.

TIRES and RIMS: In addition to the safety standards for tires in FMVSS 119, manufacturers of tires should also consult Part 574, *Tire Identification and Recordkeeping*. Information concerning rims is found in FMVSS 120.

SAFETY-RELATED DEFECTS AND NONCOMPLIANCES: 49 U.S.C. 30118 requires manufacturers to notify purchasers of motorcycles/motor-driven cycles containing safety-related defects and failures to comply with the standards and 49 U.S.C. 30120 requires manufacturers to remedy such defects and noncompliance without charge. The following regulations relate to defect and noncompliance notification and remedy campaigns: Part 556, *Exemption for Inconsequential Defect or Noncompliance*; Part 573, *Defect and Noncompliance Reports*; Part 577, *Defect and Noncompliance Notification*; and Part 579, *Defect and Noncompliance Responsibility*. Part 576, *Record Retention*, sets forth requirements for motorcycle/motor-driven cycle manufacturers' retention of complaints, reports, and other records concerning safety-related motor vehicle malfunctions.

VIOLATIONS: Each violation is punishable a by civil penalty of up to \$1,100 per violation, with a maximum of \$925,000 for a related series of violations (49 U.S.C. 30165).

REQUESTS FOR INTERPRETATIONS: Persons needing clarification of NHTSA regulations and standards should write the Office of Chief Counsel for an interpretation. Existing interpretations may be found at the NHTSA website: www.nhtsa.dot.gov/cars/rules/interps.

WHERE TO OBTAIN MOTOR VEHICLE SAFETY STANDARDS AND REGULATIONS: The Federal motor vehicle safety standards (FMVSS) and other National Highway Traffic Safety Administration regulations are contained in *49 CFR Parts 400-999* and can be obtained from Superintendent of Documents, U.S. Government Printing Office, Washington, DC 20402, (202) 512-1800. These standards may also be accessed electronically at (www.access.gpo.gov/nara/cfr). See address page for complete mailing address.

ADDRESSES YOU MIGHT NEED

Auto Safety Hotline

Phone: 1-800-424-9393

Phone: 202-366-0123

www.nhtsa.dot.gov/cars/rules

NHTSA Interpretations

Attn: CHIEF COUNSEL/RM 5219

DOT/NHTSA

Washington, DC 20590

Phone: 202-366-9511

www.nhtsa.dot.gov/cars/rules/interps

NHTSA VIN Coordinator

U.S. DOT/NHTSA

400 Seventh Street SW

Washington, DC 20590

Attn: Oris Younger

Phone: (202) 366-6018

FAX: (202) 366-1024

NHTSA Imports:

www.nhtsa.dot.gov/cars/rules/import

NHTSA Regulations:

www.nhtsa.dot.gov/cars/rules/standards

NHTSA Test Procedures:

www.nhtsa.dot.gov/cars/testing/procedures

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Emissions

Environmental Protection Agency

Ann Arbor, MI

Office of Mobile Sources

Phone: 734-214-4571

Motorcycle Industry Council

2 Jennifer Street, Suite 150

Irvine, CA 92618-3812

Phone: 714-727-4211 or FAX: 714-727-4217

State Regulations Concerning Vehicles

American Association of Motor Vehicle Administrators

4301 Wilson Boulevard, Suite 400

Arlington, VA 22203

Phone: 703-522-4200

Society of Automotive Engineers (SAE)

400 Commonwealth Drive

Warrendale, PA 15096-0001

World Manufacturing Identifier

Phone: 724-772-8511

The Tire & Rim Association, Inc.

175 Montrose Avenue, Suite 150

Copley, OH 44321

Phone: 330-666-8121 or FAX: 330-666-8340

U.S. Customs

[www.customs.ustreas.gov/impoexpo/impoexpo.h
tm](http://www.customs.ustreas.gov/impoexpo/impoexpo.htm)

49 CFR PART 551, *PROCEDURAL RULES*

Foreign Manufacturers and Importers must designate an agent before bringing motor vehicles and/or motor vehicle equipment into the U.S.

§ 551.45 *Service of process on foreign manufacturers and importers.*

§ 551.31 *Form of communications.*

Any communication in writing relating to official business (including formal documents) shall be on opaque and durable paper not larger than 9 by 14 inches in size. Tables, charts, or originals of other documents that are attached to communications shall be folded to this size, if possible. The left margin of communications shall be at least 1½ inches wide, and if a communication is bound, it shall be bound on the left side. All copies submitted shall be legible.

§ 551.33 *Address of communications.*

Unless otherwise specified, communications shall be addressed to the Administrator, National Highway Traffic Safety Administration, 400 Seventh Street SW, NCC-01, Washington, DC 20590. Communications may not be addressed to a staff member's private address.

§ 551.35 *Subscription of communications.*

Each communication shall be signed in ink and shall disclose the full legal name and the address of the person signing it and, if he is an agent, of his principal.

§ 551.37 *Language of communications.*

Communications and attachments thereto shall be in English. Any matter written in a foreign language will be considered only if accompanied by a translation into English. A translation shall bear a certificate by the translator certifying that he is qualified to make the translation; that the translation is complete except as otherwise clearly indicated; and that it is accurate to the best of the translator's knowledge and belief. The translator shall sign the certificate in ink and state his full legal name, occupation, and address.

Subpart D Service of Process; Agents

§ 551.45 *Service of process on foreign manufacturers and importers.*

(a) Designation of agent for service. Any manufacturer, assembler, or importer of motor vehicles or motor vehicle equipment (hereinafter called manufacturer) before offering a motor vehicle or item of motor vehicle equipment for importation into the United States, shall designate a permanent resident of the United States as his agent upon whom service of all processes, notices, orders, decisions, and requirements may be made for him and on his behalf as provided in section 110(e) of the National Traffic and Motor Vehicle Safety Act of 1966 (80 Stat. 718) and in this section. The agent may be an individual, a firm, or a domestic corporation. Any number of manufacturers may designate the same person as agent.

(b) Form and contents of designation. The designation shall be addressed to the Administrator, National Highway Traffic Safety Administration, 400 Seventh Street SW, Washington, DC 20590. It shall be in writing and dated; all signatures shall be in ink. The designation shall be made in legal form required to make it valid, and binding on the manufacturer, under the laws, corporate bylaws, or other requirements governing the making of the designation by the manufacturer at the place and time where it is made, and the person or persons signing the designation shall certify that it is so made. The designation shall disclose the full legal name, principal place of business, and mailing address of the manufacturer. If any of the products of the manufacturer do not bear his legal name, the marks, trade names, or other designations of origin which these products bear shall be stated in the designation. The designation of agent shall provide that it remains in effect until withdrawn or replaced by the manufacturer. The designation shall bear a declaration of acceptance duly signed by the designated agent. The full legal name and mailing address of the agent shall be stated. Designations are binding on the manufacturer even when not in compliance with all the requirements of this section, until rejected by the Administrator. The designated agent may not assign performance of his functions under the designation to another person.

(c) Method of service. Service of any process, notice, order, requirement, or decision specified in section 110(e) of the National Traffic and Motor Vehicle Safety Act of 1966 may be made by registered or certified mail addressed to the agent, with return receipt requested, or in any other manner authorized by law. If service cannot be effected because the agent has died (or, if a firm or a corporation ceased to exist) or moved, or otherwise does not receive correctly addressed mail, service may be made by posting as provided in section 110(e).

SAMPLE PART 551.45, AGENT FOR SERVICE OF PROCESS SUBMISSION

Appointment of Agent for Service of Process on Foreign Manufacturer

Pursuant to section 110(e) of the National Traffic and Motor Vehicle Safety Act, 15U.S.C. 1399(e), the manufacturer listed below hereby designates in writing an agent upon whom service of all administrative and judicial processes, notices, orders, decisions and requirements may be made for and on behalf of said manufacturer. The appointment of an agent is for service of process only; it is for no other purpose whatsoever.

In accordance with the implementing regulation of the DOT/National Highway Traffic Safety Administration, 49 CFR 551.45 (1989), the manufacturer listed below hereby appoints (*agent name*) as its agent for the purpose of service of process and hereby certifies as follows:

1. This designation is in legal form required to make it binding on the manufacturer under the laws, corporate bylaws, or other requirements governing the making of the designation by the manufacturer at the place and time where it is made.
2. The full legal name, principal place of business and mailing address of the manufacturer are as follows:

(company name and address)

3. Any products of the manufacturer that do not bear the manufacturer's legal name, bear the following marks, trade names, or other designations of origin:

(brand name(s))

4. The designation of (*agent name*) as an agent solely for the service of process shall remain in effect until it is withdrawn or replaced by the manufacturer.
5. The full legal name and address of the designated agent is as follows:

(agent name)
(agent address)

Date: _____

By: _____
(principal of company)

Capacity: _____
(president, owner, etc.)

SAMPLE PART 551.45, AGENT FOR SERVICE OF PROCESS SUBMISSION

COMPANY LETTERHEAD STATIONERY

Joe's Motorcycles
4321 Flower Avenue
Baltimore, MD 21212
Phone: (301) 999-1234
FAX: (301) 999-5678

Acceptance of Appointment

The undersigned (agent name) accepts the appointment by (company name) as an agent solely for the purpose of process on the manufacturer within the scope of the above appointment.

Agent Name and Address: _____

By: _____

Capacity: _____

Effective as of this Date: _____

PART 565, VEHICLE IDENTIFICATION NUMBER REQUIREMENTS

§ 565.1 Purpose and scope.

This part specifies the format, content and physical requirements for a vehicle identification number (VIN) system and its installation to simplify vehicle identification information retrieval and to increase the accuracy and efficiency of vehicle recall campaigns.

§ 565.2 Applicability.

This part applies to passenger cars, multipurpose passenger vehicles, trucks, buses, trailers (including trailer kits), incomplete vehicles, and motorcycles (including mopeds and motor driven cycles). Vehicles imported into the United States under 49 CFR 591.5(f), other than by the corporation responsible for the assembly of that vehicle or a subsidiary of such a corporation, are excluded from requirements of § 565.4(b), § 565.4(c), § 565.4(g), § 565.4(h), § 565.5 and § 565.6.

§ 565.3 Definitions.

(a) *Federal Motor Vehicle Safety Standards Definitions.* Unless otherwise indicated, all terms used in this part that are defined in 49 CFR 571.3 are used as defined in 49 CFR 571.3.

(b) *Body type* means the general configuration or shape of a vehicle distinguished by such characteristics as the number of doors or windows, cargo-carrying features and the roof line (e.g., sedan, fastback, hatchback).

(c) *Check digit* means a single number or the letter “X” used to verify the accuracy of the transcription of the vehicle identification number.

(d) *Engine type* means a power source with defined characteristics such as fuel utilized, number of cylinders, displacement, and net brake horsepower. The specific manufacturer and make shall be represented if the engine powers a passenger car or a multipurpose passenger vehicle, or truck with a gross vehicle weight rating of 4536 kg (10,000 lb) or less.

(e) *Incomplete vehicle* means an assemblage consisting, as a minimum, of frame and chassis structure, power train, steering system, suspension system and braking system, to the extent that those systems are to be part of the completed vehicle, that requires further manufacturing operations, other than the addition of readily attachable components, such as mirrors or tire and rim assemblies, or minor finishing operations such as painting, to become a completed vehicle.

(f) *Line* means a name that a manufacturer applies to a family of vehicles within a make which have a degree of commonality in construction, such as body, chassis or cab type.

(g) *Make* means a name that a manufacturer applies to a group of vehicles or engines.

(h) *Manufacturer* means a person-

- (1) *Manufacturing* or assembling motor vehicles or motor vehicle equipment; or
- (2) *Importing* motor vehicles or motor vehicle equipment for resale.

(i) *Model* means a name that a manufacturer applies to a family of vehicles of the same type, make, line, series and body type.

(j) *Model Year* means the year used to designate a discrete vehicle model, irrespective of the calendar year in which the vehicle was actually produced, so long as the actual period is less than two calendar years.

(k) *Plant of manufacture* means the plant where the manufacturer affixes the VIN.

(l) *Series* means a name that a manufacturer applies to a subdivision of a “line” denoting price, size or weight identification and that is used by the manufacturer for marketing purposes.

(m) *Trailer kit* means a trailer that is fabricated and delivered incomplete but unassembled form and that is designed to be assembled without special machinery or tools.

(n) *Type* means a class of vehicle i.e. motorcycle or motor-driven cycle

(o) *VIN* means a series of Arabic numbers and Roman letters that is assigned to a motor vehicle for identification purposes.

§ 565.4 *General requirements.*

(a) Each vehicle manufactured in one stage shall have a VIN that is assigned by the manufacturer. Each vehicle manufactured in more than one stage shall have a VIN assigned by the incomplete vehicle manufacturer. Vehicle alterers, as specified in 49 CFR 567.7, shall utilize the VIN assigned by the original manufacturer of the vehicle.

(b) Each VIN shall consist of seventeen (17) characters.

(c) A check digit shall be part of each VIN. The check digit shall appear in position nine (9) of the VIN, on the vehicle and on any transfer documents containing the VIN prepared by the manufacturer to be given to the first owner for purposes other than resale.

(d) The VINs of any two vehicles manufactured within a 30 year period shall not be identical.

(e) The VIN of each vehicle shall appear clearly and indelibly upon a label that is permanently affixed to such a part.

(f) Each character in each VIN shall be one of the letters in the set: [ABCDEFGHJKLMNPRSTUVWXYZ] or a numeral in the set: [0123456789] assigned according to the method given in §565.5. *Note the letters I, O, and Q are not used.*

(g) All spaces provided for in the VIN must be occupied by a character specified in paragraph (g) of this section.

(h) The type face utilized for each VIN shall consist of capital, sanserif characters.

§ 565.6 Content requirements. The VIN shall consist of four sections of characters which shall be grouped accordingly:

(a) The first section shall consist of three characters that occupy positions one through three (1-3) in the VIN. This section shall uniquely identify the manufacturer, make and type of the motor vehicle if its manufacturer produces 500 or more motor vehicles of its type annually. If the manufacturer produces less than 500 motor vehicles of its type annually, these characters along with the third, fourth and fifth characters of the fourth section shall uniquely identify the manufacturer, make and type of the motor vehicle. These characters reassigned in accordance with § 565.7(a).

(b) The second section shall consist of five characters, which occupy positions four through eight (4-8) in the VIN. This section shall uniquely identify the attributes of the vehicle as specified in Table I. The fifth character maybe either alphabetic or numeric. The characters utilized and their placement within the section may be determined by the manufacturer, but the specified attributes must be decipherable with information supplied by the manufacturer in accordance with §565.7(c). In submitting the required information to NHTSA relating to gross vehicle weight rating, the designations in Table II shall be used. The use of these designations within the VIN itself is not required

Table I -Type of Vehicle and Information Decipherable

Motorcycle: Type of motorcycle, line, engine type, and net brake horsepower.

Note to Table I: Engine net brake horsepower when encoded in the VIN shall differ by no more than 10 percent from the actual net brake horsepower; shall in the case of motorcycle with an actual net brake horsepower of 2 or less, be not more than 2; and shall be greater than 2 in the case of a motorcycle with an actual brake horsepower greater than 2.

(c) The third section shall consist of one character, which occupies position nine (9) in the VIN. This section shall be the check digit whose purpose is to provide a means for verifying the accuracy of any VIN transcription. After all other characters in VIN have been determined by the manufacturer, the check digit shall be calculated by carrying out the mathematical computation specified in paragraphs (c)(1) through (4) of this section. (1) Assign to each number in the VIN its actual mathematical value and assign to each letter the value specified for it in Table III, as follows:

Table III - Assigned Values

A = 1	J = 1	T = 3
B = 2	K = 2	U = 4
C = 3	L = 3	V = 5
D = 4	M = 4	W = 6
E = 5	N = 5	X = 7
F = 6	P = 7	Y = 8
G = 7	R = 9	Z = 9
H = 8	S = 2	

(2) Multiply the assigned value for each character in the VIN by the position weight factor specified in Table IV, as follows:

Table IV -VIN Position and Weight Factor

1st8	10th..... 9
2nd7	11th..... 8
3rd.....6	12th..... 7
4th5	13th..... 6
5th4	14th..... 5
6th3	15th..... 4
7th2	16th..... 3
8th.....10	17th..... 2
9th..... (check digit)	

(3) Add the resulting products and divide the total by 11.

(4) The numerical remainder is the check digit. If the remainder is 10 the letter “X” s shall be used to designate the check digit. The correct numeric remainder, zero through nine (0-9) or the letter “X,”shall appear in VIN position nine (9).

(5) A sample check digit calculation is shown in Table V as follows:

Table V - Calculation of a Check Digit

VIN Positions	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	
Sample VIN	1	G	4	A	H	5	9	H		5	G	1	1	8	3	4	1	
Assigned Value	1	7	4	1	8	5	9	8		5	7	1	1	8	3	4	1	(table III)
Weight Factor	8	7	6	5	4	3	2	10		9	8	7	6	5	4	3	2	(table IV)
Add Products	8	49	24	5	32	15	18	80		45	56	7	6	40	12	12	2	sum= 411
Divide sum by 11. i.e.: $411/11 = 37 \frac{4}{11}$ The numerator is "4," this is the check digit (9th digit of VIN)																		

(d) The fourth section shall consist of eight characters, which occupy positions ten through seventeen (10-17) of the VIN. The last five (5) characters of this section shall be numeric for passenger cars and for multipurpose passenger vehicles and trucks with a gross vehicle weight rating of 4536 kg (10,000 lb) or less, and the last four (4) characters shall be numeric for all other vehicles.

(1) The first character of the fourth section shall represent the vehicle model year. The year shall be designated as indicated in Table VI as follows:

Table VI - Year Codes for VIN

1999.....X	2004.....4	2009.....9
2000.....Y	2005.....5	2010.....A
2001.....1	2006.....6	2011.....B
2002.....2	2007.....7	2012.....C
2003.....3	2008.....8	2013.....D

(2) The second character of the fourth section shall represent the plant of manufacture.

(3) The third through the eighth characters of the fourth section shall represent the number sequentially assigned by the manufacturer in the production process if the manufacturer produces 500 or more vehicles of its type annually. If the manufacturer produces less than 500 motor vehicles of its type annually, the third, fourth and fifth characters of the fourth section, combined with the three

characters of the first section, shall uniquely identify the manufacturer, make and type of the motor vehicle and the sixth, seventh, and eighth characters of the fourth section shall represent the number sequentially assigned by the manufacturer in the production process.

§ 565.7 Reporting requirements.

(a) The National Highway Traffic Safety Administration (NHTSA) has contracted with the Society of Automotive Engineers (SAE) to coordinate the assignment of manufacturer identifiers. Manufacturer identifiers will be supplied by SAE at no charge. All requests for assignments of

manufacturer identifiers should be forwarded directly to: Society of Automotive Engineers, Attention: WMI Coordinator, 400 Commonwealth Drive, Warrendale, PA 15096-0001. Any requests for identifiers submitted to NHTSA will be forwarded to SAE. Manufacturers may request a specific identifier or may request only assignment of an identifier(s). SAE will review requests for specific identifiers to determine that they do not conflict with an identifier already assigned or block of identifiers already reserved. SAE will confirm the assignments in writing to the requester. Once confirmed by SAE, the identifier need not be resubmitted to NHTSA.

(b) Manufacturers of vehicles subject to this part shall submit, either directly or through an agent, the unique identifier for each make and type of vehicle it manufactures at least 60 days before affixing the first VIN using the identifier. Manufacturers whose unique identifier appears in the fourth section of the VIN shall also submit the three characters of the first section that constitutes a part of their identifier.

(c) Manufacturers of vehicles subject to the requirements of this part shall submit to NHTSA the information necessary to decipher the characters contained in its VINs. Amendments to this information shall be submitted to the agency for VINs containing an amended coding. The agency will not routinely provide written approvals of these submissions, but will contact the manufacturer should any corrections to these submissions be necessary.

(d) The information required under paragraph (c) of this section shall be submitted at least 60 days prior to offering for sale the first vehicle identified by a VIN containing that information, or if information concerning vehicle characteristics sufficient to specify the VIN code is unavailable to the manufacturer by that date, then within one week after that information first becomes available. The information shall be addressed to: Administrator, National Highway Traffic Safety Administration, 400 Seventh Street SW, Room 6111, Washington, DC 20590, Attention: VIN Coordinator.

CHECK DIGIT CALCULATIONS WORKSHEET

←←← *CHECK DIGIT*



CHARACTER	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17
ACTUAL VIN																	
CONVERTED VALUES FROM TABLE III - MULTIPLIER (x)																	
PRODUCT	8	7	6	5	4	3	2	10	0	9	8	7	6	5	4	3	2

Add bottom row to find sum of products.

$$\frac{\text{sum of products}}{\text{by 11}} = 33 \text{ plus } 7/11\text{ths divided}$$

(your answer will be a different value than this sample)

TABLE III ALPHABETIC TO NUMERIC
CONVERSION VALUES

A=1	G=7	N=5	V=5
B=2	H=8	P=7	W=6
C=3	J=1	R=9	X=7
D=4	K=2	S=2	Y=8
E=5	L=3	T=3	Z=9
F=6	M=4	U=4	

IF WHOLE NUMBER AND FRACTION IS: 33 7/11

THE CHECK DIGIT IS "7"

IF A CALCULATOR IS USED THE CHECK DIGIT FOR THE DECIMAL REMAINDER IS:

.09 = 1
 .18 = 2
 .27 = 3
 .36 = 4
 .45 = 5
 .54 = 6
 .63 = 7
 .72 = 8
 .81 = 9
 .90 = X
 .00 = 0

PART 565.7(c), VIN IDENTIFICATION SUBMISSION

PLACEMENT OF INFORMATION IN MANUFACTURER'S VIN

SECTION TITLE	1 ST Section			2 nd Section					3 rd Section	4 th Section								
	World Manufacturing Identifier			Vehicle Descriptor					Check Digit	Model Year	Plant	Sequential Production Number (may include WMI)						
CHARACTER	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	
TYPE (character)	B	B	B	B	B	B	B	B	B	B	B	B	B	N	N	N	N	
A=Alphabetic N=Numerical B=Alphabetical or Numerical	World Manufacturing Identifier (WMI) assigned by SAE Phone: 724-772-8511			Describe Motorcycle Type, Engine Type, Net Brake Horse Power					check digit refer to: 49 CFR 565.4	Model Year X=1999 Y=2000 1=2001 2=2002 3=2003	Location of Plant that affixes VIN	Sequential Production Number						
	Foreign manufactures use WMI assigned by respective standards organization											If manufacture produces less than 500 vehicles in a year; contains second part of WMI assigned by SAE			Sequential Production Number			

SAMPLE PART 565, VIN SUBMISSION

Joe's Motorcycles
4321 Flower Avenue
Baltimore, MD 21212
Phone: (301) 999-1234
FAX: (301) 999-5678

March 3, 1998

Administrator
National Highway Traffic Safety Administration
400 Seventh Street, SW
Washington, DC 20590
Attn: VIN Coordinator

Subject: VIN Decoding Information for Joe's Motorcycles

In accordance with §565.7(c) of 49 CFR Part 565, *Vehicle Identification Number*, Joe's Motorcycles hereby submits Vehicle Identification Number (VIN) decoding information.

VIN POSITION:	DESCRIPTION:	CODES:(examples)
1,2 & 3	WMI	1J5 (assigned by SAE)
4	Motorcycle Type	H=Hardtail T=Trike
5	Body Type	B=Base T=Tour
6	Engine Type	2=V2 8=V8
7 & 8	Net Brake Horse Power	65=65 HP 75=75 HP
9	Check Digit	Calculate - SEE 49 CFR 565.4
10	Model Year	X=1999 Y=2000
11	Plant Location	M=Milwaukee D=Detroit
12, 13 & 14	WMI	640 (assigned by SAE)
15, 16, & 17	Sequential Production Number	001 002

PART 566, MANUFACTURER IDENTIFICATION

(modified to reflect motorcycle/motor-driven cycle)*

§ 566.1 Scope.

This part requires manufacturers of motor vehicles (**i.e. motorcycles, motor-driven cycle**), and of motor vehicle equipment to which a motor vehicle safety standard applies, to submit identifying information and a description of the items they produce.

§ 566.2 Purpose.

The purpose of this part is to facilitate the regulation of manufacturers under the National Traffic and Motor Vehicle Safety Act, and to aid in establishing a code numbering system for all regulated manufacturers.

§ 566.3 Application.

This part applies to all manufacturers of motor vehicles, and to manufacturers of motor vehicle equipment, other than tires, to which a motor vehicle safety standard applies (hereafter referred to as “covered equipment.”)

§ 566.4 Definitions.

All terms defined in the Act and the rules and standards issued under its authority are used as defined therein.

§ 566.5 Requirements.

Each manufacturer of motor vehicles, and each manufacturer of covered equipment, shall furnish the information specified in paragraphs (a) through (c) of this section to: National Highway Traffic Safety Administration, 400 Seventh Street SW, NSA32, Room 6115, Washington, DC 20590.

- (a) Full individual, partnership, or corporate name of the manufacturer.
- (b) Residence address of the manufacturer and State of incorporation if applicable.
- (c) Description of each type of motor vehicle or of covered equipment manufactured by the manufacturer, including, for motor vehicles, the approximate ranges of gross vehicle weight ratings for each type.

§ 566.6 Submittal of information.

Each person who begins to manufacture a type of motor vehicle or covered equipment for which he has not submitted the required information shall submit the information specified in paragraphs (a) through (c) of § 566.5 not later than 30 days after he begins manufacture. Each manufacturer who has submitted required information shall keep his entry current, accurate and complete by submitting revised information not later than 30 days after the relevant changes in his business occur.

SAMPLE PART 566, MANUFACTURER IDENTIFICATIONS SUBMISSION

Joe's Motorcycles
4321 Flower Avenue
Baltimore, MD 21212
Phone: (301) 999-1234
FAX: (301) 999-5678

Owner of Company: John and Mary Doe

City of Incorporation: Baltimore, Maryland, USA
(if applicable)

Product Manufactured: Joe's Motorcycles builds motorcycles, and motor-driven cycles from 50cc to 1500cc engine displacement

GVWR Motorcycles with a GVWR of 450 to 1650 lb
Motor-Driven cycles with a GVWR of 300 to 350 lb

Signed: _____ **Date** _____

Typed Name

Capacity of Signatory (President, owner)

SAMPLE OF MOTORCYCLE MANUFACTURER LABEL
(suitable for the U.S. market)

**Label must comply with requirements of
49 CFR 567, Certification**

MANUFACTURED BY: JOE'S MOTORCYCLES
July 1997

GVWR 271 KG (598 LB)

GAWR FRONT 110 KG (243 LB) WITH M120/70R18 TIRE, 18XMT3.00 RIM. AT 250KPA(36 PSI) COLD

GAWR REAR 161 KG (355 LB) WITH M160/60R17 TIRE, 17XMT4.00 RIM. AT 250KPA(36 PSI) COLD

THIS VEHICLE CONFORMS TO ALL APPLICABLE US FEDERAL MOTOR VEHICLE SAFETY
STANDARDS IN EFFECT ON THE DATE OF MANUFACTURE SHOWN ABOVE

VIN: WMIXXXXXXXXXXXXX

TYPE: MOTORCYCLE

§ 567.4 Requirements for manufacturers of motor vehicles. (**Modified for Motorcycle and Motor-Driven Cycle)

(a) Each manufacturer of motor vehicles shall affix to each vehicle a label, of the type and in the manner described below, containing the statements specified in paragraph (g) of this section.

(b) The label shall be permanently affixed in such a manner that it cannot be removed without destroying or defacing it.

(c) The label for motorcycles shall be affixed to a permanent member of the vehicle as close as is practicable to the intersection of the steering post with the handle bars, in a location such that it is easily readable without moving any part of the vehicle except the steering system..

(d) The lettering on the label shall be of a color that contrasts with the background of the label.

(e) The label shall contain the following statements, in the English language, lettered in block capitals and numerals not less than three thirty-seconds of an inch high, in the order shown:

(1) Name of manufacturer: Except as provided in paragraphs (g)(1) (i), (ii), and (iii) of this section, the full corporate or individual name of the actual assembler of the vehicle shall be spelled out, except that such abbreviations as "Co." or "Inc." and their foreign equivalents, and the first and middle initials of individuals, may be used. The name of the manufacturer shall be preceded by the words "Manufactured By" or "Mfd By."

(i) If a vehicle is assembled by a corporation that is controlled by another corporation that assumes responsibility for conformity with the standards, the name of the controlling corporation may be used.

(ii) If a vehicle is fabricated and delivered in complete but unassembled (kit) form, such that it is designed to be assembled without special machinery or tools, the fabricator of the vehicle may affix the label and name itself as the manufacturer for the purposes of this section.

(2) Month and year of manufacture: This shall be the time during which work was completed at the place of main assembly of the vehicle. It may be spelled out, as "June 1970," or expressed in numerals, as "6/70."

(3) "Gross Vehicle Weight Rating" or "GVWR," followed by the appropriate value in pounds, which shall not be less than the sum of the unloaded vehicle weight, rated cargo load, and 150 pounds times the vehicle's designated seating capacity.

(4) "Gross Axle Weight Rating" or "GAWR" followed by the appropriate value in pounds for each axle, identified in order from front to rear.

(5) The statement: "This vehicle conforms to all applicable Federal motor vehicle safety standards in effect on the date of manufacture shown above." The expression "U.S." or "U.S.A." may be inserted before the word "Federal."

(6) Vehicle identification number.

(7) The type classification of the vehicle as defined in §571.3 of this chapter (**motorcycle or motor-driven cycle**).

LABEL MANUFACTURERS (NHTSA does not endorse their product)

Decorated Products
1 Arch Road
Westfield, MA 01085
Phone: (413) 568-0944
Fax: (413) 568-1875

Cadillac Sign & Decal
4646 Poplar Level Road
Louisville, KY 40213-2319
Phone: (502) 964-4444
Fax: (502) 964-5594

Dec-O-Art, Inc.
29150 Lexington Park Drive
Elkhart, IN 46514-1151
Phone: (800) 225-6879
Fax: (800) 295-6534

Meeks Printing Company
222 North Main Street
Sikeston, MO 63801-4212
Phone: (573) 471-8750 or
800-455-0911
Fax: (573) 471-7518

PMCS
2525 Honolulu Avenue
Montrose CA 91020-1805
Phone: (818) 957-5647
Fax: (818) 957-5662

STATEMENTS OF ORIGIN

For information concerning Statements of Origin, contact your state Department of Motor Vehicles or the American Association of Motor Vehicle Administrators
Phone: (703) 522-4200 or FAX: (703) 522-1553

TIRE IDENTIFICATION AND RECORDKEEPING (49 CFR Part 574)

§ 574.7 Information requirements-new tire manufacturers, new tire brand name owners.

- (a) (1) Each new tire manufacturer and each new tire brand name owner (hereinafter referred to in this section and § 574.8 as “tire manufacturer”) or its designee, shall provide tire registration forms to every distributor and dealer of its tires which offers new tires for sale or lease to tire purchasers.
- (2) Each tire registration form provided to independent distributors and dealers pursuant to paragraph (a)(1) of this section shall contain space for recording the information specified in paragraphs (a)(4)(i) through (a)(4)(iii) of this section and shall conform in content and format to Figures 3a and 3b. Each form shall be:
- (i) Rectangular;
 - (ii) Not less than 0.007 inches thick;
 - (iii) Greater than 3 ½ inches, but not greater than 4 ¼ inches wide; and
 - (iv) Greater than 5 inches, but not greater than 6 inches long.
- (3) Each tire registration form provided to distributors and dealers that are not independent distributors or dealers pursuant to paragraph (a)(1) of this section shall be similar in format and size to Figure 4 and shall contain space for recording the information specified in paragraphs (a)(4)(i) through (a)(4)(iii) of this section.
- (4)
- (i) Name and address of the tire purchaser.
 - (ii) Tire identification number.
 - (iii) Name and address of the tire seller or other means by which the tire manufacturer can identify the tire seller.

§ 574.8 Information requirements– tire distributors and dealers.

- (a) Independent Distributors and Dealers.
- (1) Each independent distributor and each independent dealer selling or leasing new tires to tire purchasers or lessors (hereinafter referred to in this section as “tire purchasers”) shall provide each tire purchaser at the time of sale or lease of the tire(s) with a tire registration form.
- (2) the distributor or dealer may use either the registration forms provided by the tire manufacturers pursuant to § 574.7(a) or registration forms obtained from another source. Forms obtained from other sources shall comply with the requirements specified in § 574.7(a) for forms provided by tire manufacturers to independent distributors and dealers.
- (3) Before giving the registration form to the tire purchaser, the distributor or dealer shall record in the appropriate spaces provided on that form:
- (i) The entire tire identification number of the tire(s) sold or leased to the tire purchaser, and
 - (ii) The distributor’s or dealer’s name and address or other means of identification known to the tire manufacturer.
- (4) Multiple tire purchases or leases by the same tire purchaser may be recorded on a single registration form.

SAMPLE TIRE REGISTRATION

Figure 3a-Registration form for Independent distributors and dealers- tire identification number side

<h1 style="margin: 0;">IMPORTANT</h1> <p style="margin: 5px 0;">In case of a recall, we can reach you only if we have your name and address. You MUST send in this card to be on our recall list.</p> <p style="text-align: center; margin: 10px 0;">Do it today.</p>		<p style="margin: 0;">Approved through 5-31-85 OMB No. 2127-0050 In</p> <p style="text-align: center; margin: 10px 0;">A</p> <p style="text-align: center; margin: 0;">SHADED AREAS MUST BE FILLED IN BY SELLER</p>																																																																																															
<p style="margin: 0;">CUSTOMER'S NAME (Please Print)</p> <hr/> <p style="margin: 0;">CUSTOMER'S ADDRESS</p> <hr/> <p style="margin: 0;">CITY STATE ZIPCODE</p> <hr/> <p style="margin: 0;">NAME OF DEALER WHICH SOLD TIRE</p> <p style="margin: 0;">DEALER'S ADDRESS</p> <hr/> <p style="margin: 0;">CITY STATE ZIP CODE</p>	<table border="1" style="width: 100%; border-collapse: collapse; text-align: center;"> <tr> <td style="width: 5%;"></td> <td colspan="11">TIRE IDENTIFICATION NUMBERS</td> </tr> <tr> <td style="width: 5%;">QTY</td> <td>1</td><td>2</td><td>3</td><td>4</td><td>5</td><td>6</td><td>7</td><td>8</td><td>9</td><td>10</td><td>11</td> </tr> <tr style="background-color: #cccccc;"> <td></td> <td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td> </tr> <tr style="background-color: #cccccc;"> <td></td> <td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td> </tr> <tr style="background-color: #cccccc;"> <td></td> <td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td> </tr> <tr style="background-color: #cccccc;"> <td></td> <td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td> </tr> <tr style="background-color: #cccccc;"> <td></td> <td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td> </tr> <tr style="background-color: #cccccc;"> <td></td> <td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td><td> </td> </tr> </table>		TIRE IDENTIFICATION NUMBERS											QTY	1	2	3	4	5	6	7	8	9	10	11																																																																								
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A---Preprinted tire manufacturer's name- unless the manufacturer's name appears on reverse side of the form

§ 574.9 Requirements for motor vehicle dealers.

(a) Each motor vehicle dealer who sells a used motor vehicle for purposes other than resale, who leases a motor vehicle for more than 60 days, that is equipped with new tires is considered for purposes of this part, to be a tire dealer and shall meet the requirements specified in § 574.8.

(b) Each person selling a motor vehicle to first purchasers for purposes other than resale, that is equipped with new tires that were not on the motor vehicle when shipped by the vehicle manufacturer is considered a tire dealer for purposes of this part and shall meet the requirements specified in § 574.8.

§ 574.10 Requirements for Motor Vehicle Manufacturers.

Each motor vehicle manufacturer, or his designee, shall maintain a record of the new tires on or in each vehicle shipped by him or a motor vehicle distributor or dealer, and shall maintain a record of

the name and address of the first purchaser for purposes other than resale of each vehicle equipped with such tires. These records shall be maintained for a period of not less than three years from the date of sale of the vehicle to the first purchaser for purposes other than resale.

CONSUMER INFORMATION (49 CFR PART 575)

§ 575.6 *Consumer Information Regulations; Requirements.*

The following statement must appear in the owner's manual or if there is no owner's manual, on a one-page document. The page on which the statement appears must be listed in the TABLE OF CONTENTS of the owner's manual under "Reporting Safety Defects."

SAMPLE PART 575.6, CONSUMER INFORMATION

ABC Manufacturing, Inc.
Address

Reporting Safety Defects

If you believe that your vehicle has a defect which could cause a crash or could cause injury or death, you should immediately inform the National Highway Traffic Safety Administration (NHTSA) in addition to notifying *ABC Manufacturing, Inc.*

If NHTSA receives similar complaints, it may open an investigation, and if it finds that a safety defect exists in a group of vehicles, it may order a recall and remedy campaign. However, NHTSA cannot become involved in any individual problems between you, your dealer, or *ABC Manufacturing, Inc.*

To contact NHTSA you may either call the Auto Safety Hotline toll-free at 1-800-424-9393 (366-0123 in Washington, DC area) or write to:

NHTSA
U.S. DEPARTMENT of TRANSPORTATION
400 7th Street SW, (NSA-11)
Washington, DC 20590

You can also obtain other information about motor vehicle safety from the Hotline.

RECORD RETENTION (49 CFR 576)

§ 576.1

Each manufacturer of motor vehicles shall retain all records described in § 576.6 for a period of five years. Records to be retained by manufacturers under this part include all documentary materials, films, tapes, and other information-storing media that contain information concerning malfunctions that may be related to motor vehicle safety. Such records include, but are not limited to, communications from vehicle users and memoranda of user complaints; reports and other documents, including material generated or communicated by computer, telefax or other electronic means, that are related to work performed under, or claims made under, warranties; service reports or similar documents, including electronic transmissions, from dealers or manufacturer's field personnel; and any lists, compilations, analyses, or discussions of such malfunctions contained in internal or external correspondence of the manufacturer, including communications transmitted electronically.

EXCERPT FROM FMVSS No. 108, *Lamps, Reflective Devices, and Associated Equipment*

TABLE III REQUIRED MOTOR VEHICLE EQUIPMENT Motorcycles, Motor-Driven Cycles			
Item	Motor Driven Cycle	Motorcycles	Applicable SAE standard or recommended practice (See S5 for subreferenced SAE materials)
Headlamps	1 white	1 white	For motorcycles only, J584, April 1964, J585e, January 1960
Tail lamps	1 red	1 red	J585e, September 1977
Stop lamps	1 red	1 red	J186a, September 1977, or S5.1.1.2.2 (FMVSS 108)
License plate lamp	1 white	1 white	J587, October 1981
Reflex reflectors	3 red 2 amber	3 red 2 amber	J594f, January 1977
Turn signal lamps	Not required	2 amber; 2 red or amber	J588, November 1984
Turn signal operating unit	Not Required	1	J589, April 1964
Turn signal flasher	Not required	1	J590b, October 1965

TABLE IV			
LOCATION OF REQUIRED EQUIPMENT			
Motorcycles, Motor Driven Cycles			
Item	Location on		Height above road surface measured from center of item on vehicle at curb weigh
	Motor Driven Cycle	Motorcycles	
Headlamps	On the front, on the vertical centerline, except that if two are used they shall be symmetrically disposed about the vertical centerline.	On the front, on the vertical centerline, except that if two are used they shall be symmetrically disposed about the vertical centerline.	Not less than 22 inches (55.9 cm) nor more than 54 inches (137.2)
Tail lamps	On the rear on the vertical centerline except that if two are used, they shall be symmetrically disposed about the vertical centerline.	On the rear on the vertical centerline except that if two are used, they shall be symmetrically disposed about the vertical centerline.	Not less than 15 inches, nor more than 72 inches
Stop lamps	On the rear on the vertical centerline except that if two are used, they shall be symmetrically disposed about the vertical centerline.	On the rear on the vertical centerline except that if two are used, they shall be symmetrically disposed about the vertical centerline.	Not less than 15 inches nor more than 72 inches
License plate lamp	At rear license plate	At rear license plate	No requirement
Reflex reflectors	On the rear 1 red on the vertical centerline except that, if two are used on the rear, they shall be symmetrically disposed about the vertical centerline.	On the rear 1 red on the vertical centerline except that, if two are used on the rear, they shall be symmetrically disposed about the vertical centerline. On each side 1 red as far to the rear as practicable, and 1 amber as far to the front as practicable.	Not less than 15 inches, nor more than 60 inches

TABLE IV**LOCATION OF REQUIRED EQUIPMENT
Motorcycles, Motor Driven Cycles**

Turn signal lamps	No Requirement	At or near the front - 1 amber on each side of the vertical centerline at the same height, and having a minimum horizontal separation distance (centerline of lamps) of 16 inches. Minimum edge to edge separation distance between lamp and headlamp is 4 inches. At or near the rear - 1 red or amber on each side of the vertical centerline, at the same height and having a minimum horizontal separation distance (centerline to centerline of lamps) of 9 inches. Minimum edge to edge separation distance between lamp and tail or stop lamp is 4 inches, when a single stop and tail lamp is installed on the vertical centerline and the turn signal lamps are red.	Not less than 15 inches, nor more than 83 inches.
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