

810-5-1-.441 Application for Apportioned Registration.

- (1) The Commissioner of Revenue is aware that an applicant for apportioned registration cannot remit payment for apportionable fees until said fees have been determined by the Department, therefore, the following procedures are adopted as a fair and equitable policy for the submission and payment of registration fees under the International Registration Plan (IRP).
- (2) It is the applicant's responsibility to properly complete all forms and to submit all documents necessary to register vehicles under the IRP. If necessary information is missing from submitted applications, the application will be rejected as incomplete.
- (3) Applications rejected as incomplete will not be considered as received until completed and returned to the Department.
- (4) Merely filing an IRP application does not constitute authorization to operate an apportionable vehicle. It is necessary for the applicant to secure either permanent or temporary operating authorization before legally operating any relevant vehicle.
- (5) Upon receipt of the complete application, the Department will compute registration fees based upon the date the vehicle was purchased, traded, exchanged or otherwise acquired. An IRP billing notice will be prepared and provided to the applicant. In the event the date that the vehicle was delivered is later than the date of purchase or the acquisition date, the applicant shall attach an affidavit of non-use in accordance with Administrative Rule 810-5-1-.244.
- (6) Payment for IRP billings are due upon receipt and must be received by the Department within ten (10) days of the billing date, except for the billings for apportioned license plate renewals. Payment for license plate renewal billings must be received by the expiration date of the registrant's assigned renewal month.
- (7) Section 32-6-65 and 40-12-260 requires that a penalty be assessed for the delinquent registration of a motor vehicle.
- (8) Section 40-1-44 requires that interest on delinquent license tax and registration fees levied on motor vehicles shall be charged beginning after the period allowed for registration or renewal.
- (9) IRP billings must be paid using certified funds. Certified funds include, but are not limited to the following:
 - (a) Cashier's check;
 - (b) Money order;
 - (c) Certified bank check;
 - (d) Credit card;

- (e) Debit card;
- (f) Online payment (i.e. echeck, etc.); or
- (g) Cash (in person).

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Authority: Section 40-2A-7(a)(5) and 32-6-56, Code of Alabama 1975.

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