Existing Dealers

How to access your Personal AZ MVD Now and Dealer AZ MVD

Now account

Hi-Level Overview of Process



VS.



Dealer Community

1

 Login to AZ MVD Now as an individual to find the link to the Dealer Community

ž

 In the Dealer Community, submit applications for Dealer License / Dealer Plates

3

 Once licensed is obtained, activate your Dealer Account in AZ MVD Now, and fund the account (to pay fees)

4

 Manage your Dealer License through the Dealer Community and ServiceArizona Dealer Suite

IMPORTANT:

You cannot use the same email address for both the Individual (personal) account and the Dealer account in AZ MVD Now!

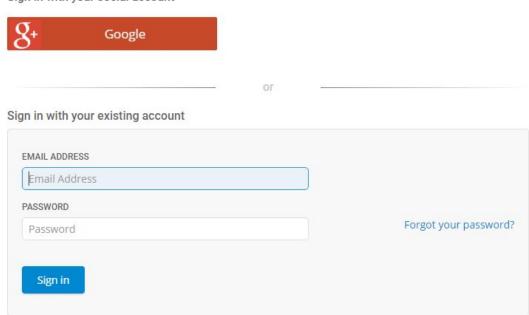








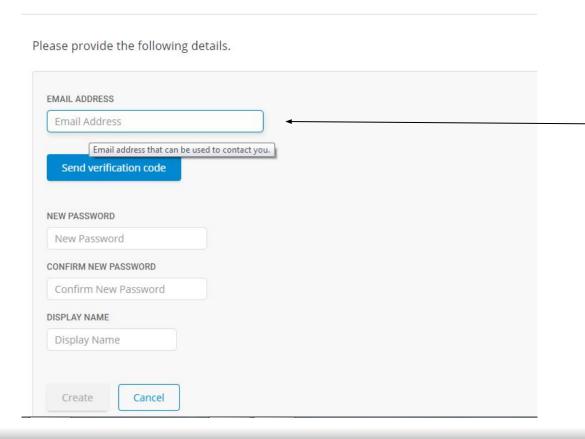
Sign in with your social account



Click on the sign up now option

Don't have an account? Sign up now





Important Information!

This must be your personal email address.

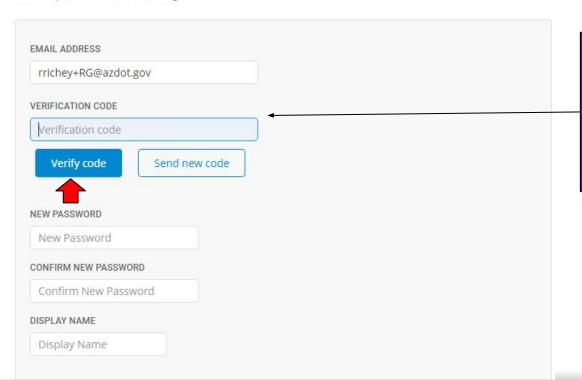
Verify your email address

Thanks for verifying your rrichey+HP@azdot.gov account!

Your code is: 719537

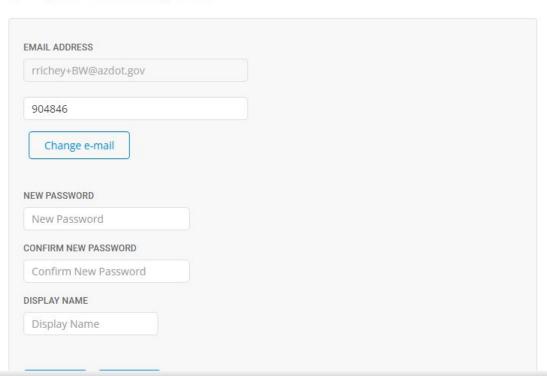
Sincerely, AZ MVD Now You will receive a confirmation email that includes a code for verification.

Please provide the following details.



Enter the verification code from your Email. Then click verify code.

Please provide the following details.



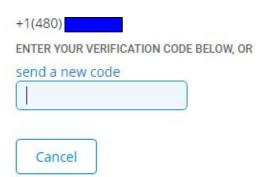
After verification you will have the option to update your display name and password. To save your changes click the create button at the bottom of the page.

Enter a number below that we can send a code via SMS or phone to authenticate you.



If you are an organization (business, trust, etc.) you must <u>submit a request</u> to activate your account.

Enter a number below that we can send a code via SMS or phone to authenticate you.



Enter the verification code that you were sent.

If you are an organization (business, trust, etc.) you must <u>submit a request</u> to activate your account.



Sign Up For a New Account

Profile Setup ®

AZ MVD Now is available only to customers who have previously provided identification in transactions with ADOT MVD.

- Arizona Drivers License
- Arizona ID Card
- I don't have an Arizona Credential

Next

Select the option that applies to you



Sign Up For a New Account

Profile Setup ®

AZ MVD Now is available only to customers who have previously provided identification in transactions with ADOT MVD.

Arizona ID Card		
Identification Number *	Date of Birth *	Last 4 digits of SSN *
	mm/dd/yyyy	

Enter your credential information, DOB, and last 4 of your social security number

Next

Confirm Identity

Information On File Please confirm this is you. Below is the information we have associated with your account. You will have an opportunity to update this information later. Name Date of Birth Bruce Wayne 07/21/2000 Address 1801 W Jefferson St Phoenix AZ 85007 Phone Number Email N/A N/A ID Type **ID Number** Arizona ID Card S40851304

Confirm

Confirm your identity and the information associated with the account.

Then click confirm.

This is not me



Sign up for a new account

Registration Complete

Thank you for signing up with AZ MVD Now. Your information has been confirmed and your account is ready to use.

Continue

Verify Account

Further protect your personal information by adding an extra layer of authentication to your account when you log in.

- By enabling the "Verify Account" feature, AZ MVD Now will require you to verify your identity through enhanced authentication (using facial recognition or credit information) when logging in.
- Alternatively, you may create a 4 digit pin that AZ MVD Now will ask for when logging in.
- An initial verification of your identity through enhanced authentication is required to enable this
 feature.

Would you like to verify your Account?

- O Yes, verify my identity through enhanced authentication when logging in.
- No, do not add an extra security method when logging in.

Continue

Select the No option when asked if you would like to add an extra layer of authentication.

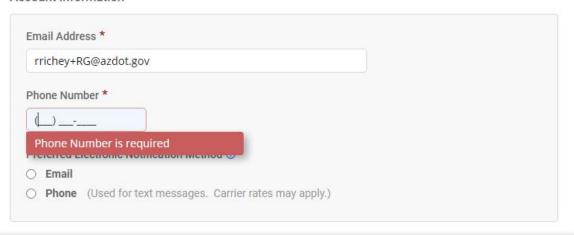
Stay Up to Date

Our records show that you do not have either a phone number or an electronic method of contact selected. Please complete your profile to continue.

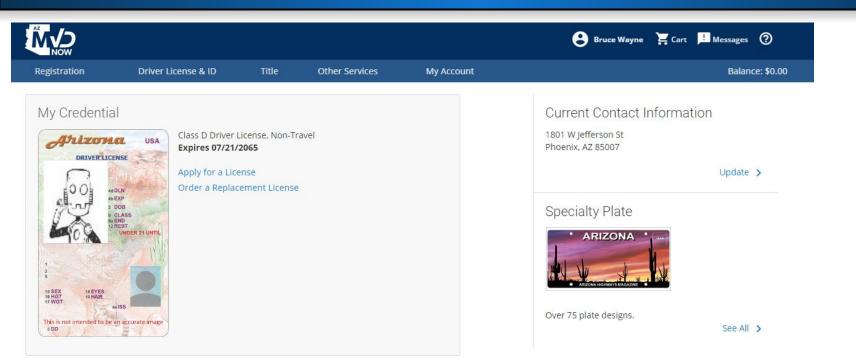
³ Why do we need your email and phone number

You may update your contact information anytime under Account Information in AZ MVD Now.

Account Information

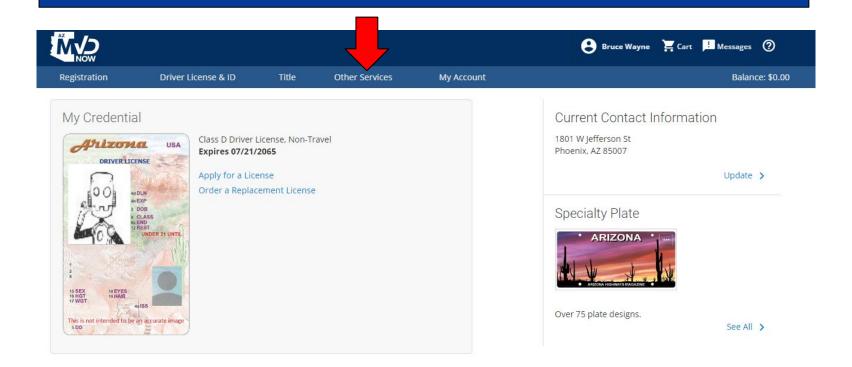


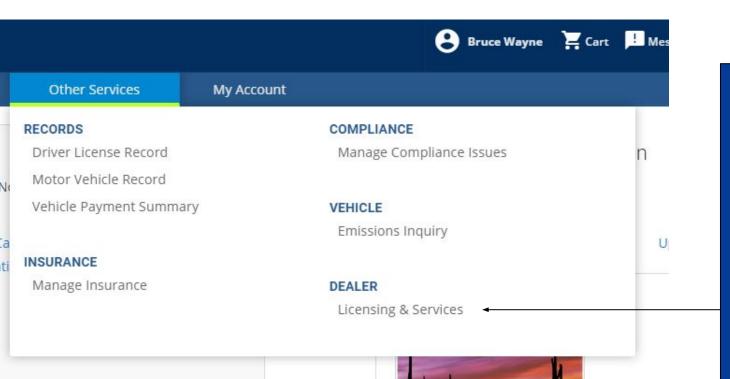
You will need to select a preferred electronic method of contact and input your phone number.
Then click continue.



This is what your AZ MVD Now personal home screen will look like.

From your AZ MVD Now home screen, click the Other Services option.





From the Other Services menu, under the Dealer section select the Licensing & Services option.



Click on Dealer Licensing

Motor Vehicle Dealer Licensing & Services

Dealer Licensing

To become a licensed motor vehicle dealer in the State of Arizona, you must apply through Dealer Licensing. ☑

Dealer Licensing provides the following services:

- · Motor Vehicle Dealer Application
- Motor Vehicle Dealer Branch Application
- Manufacturer/Distributor Application
- Dealer Plate Application
- · Manufacturer Vehicle Test Plate Application
- Certification of Contract with Third Party Lender (electronic form)
- Dealer Record Amendment (electronic form)

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ServiceArizona Dealer Services

Licensed dealers may access the following services on ServiceArizona.

- · Temporary Registration Plates
- Charitable Event Temporary Registration Plates
- 30-Day General Use Permits
- 90-Day Nonresident Permits
- Off-Premises Permits
- · License Renewal
- Duplicate Plate Certificate
- · Driver License MVR



ADOT

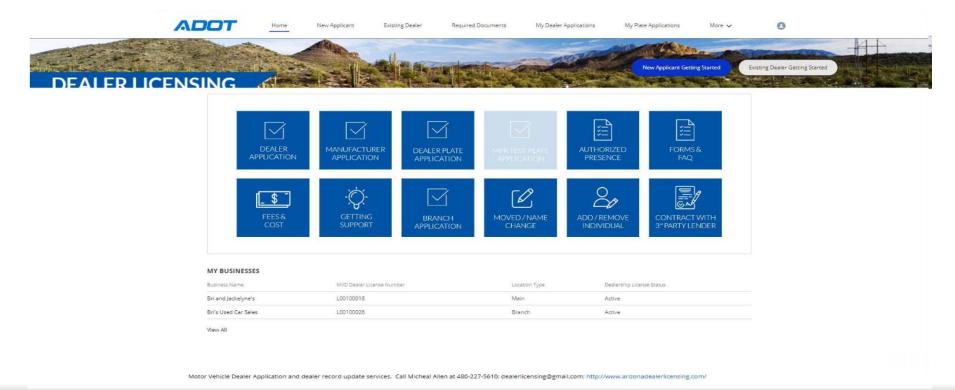
You will need to sign up using the business email you have on file with dealer licensing.

AZ DOT Dealer employee? Log In

ADOT - Dealer Licensing

First Name	
Last Name	
Nickname	
Email	
Password	
Confirm Password	
	Submit

Dealer Licensing Home Page







AZ MVD NOW DEALERSHIP ADMINISTRATOR APPLICATION

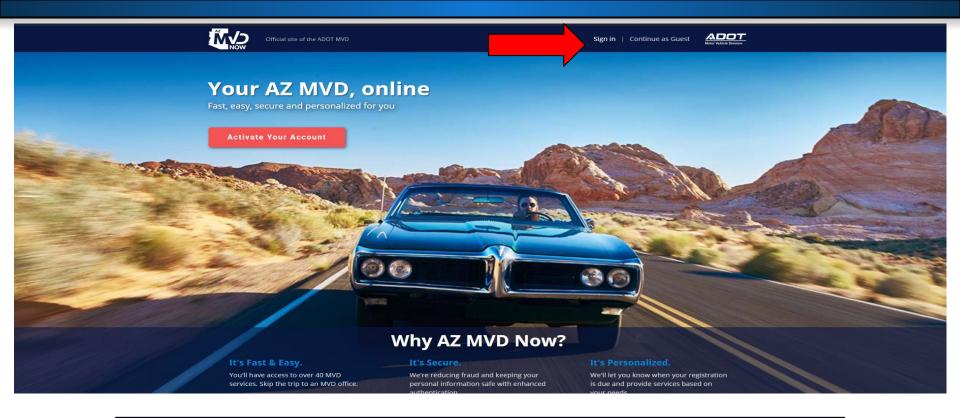
Clear

This application is to be completed and signed by a person legally authorized to act on behalf of the Dealership. All fields below must be completed. Email completed form to: mvdlu@azdot.gov.

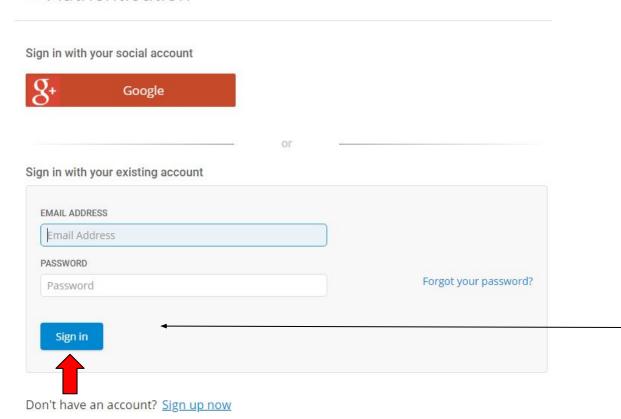
*Please provide your Identification Number (EIN, OIN, ITIN	or TIN)
Dealership Name	

DBAs (if applicable)				
Dealer License Number		Federal EIN (May not apply to all dealerships)		
Physical Address	City	State	Zip Code	
Mailing Address (if different from above)	City	State	Zip Code	
Contact Person (Full legal name)	Phone	Email Address	1	

Once you have gained access to D.E.A.L/Salesforce you will be required to submit the above form indicating the MVD Now account Administrator using the Business Email. Once the form has been submitted and processed you will receive an email from the Dealer Licensing Unit with Login instructions.

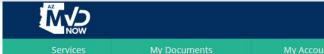


You will click the Sign in option when accessing your Dealer AZ MVD Now account. Do not click activate account.



Important Information!

You will need to use your business/dealer email and the temporary password that the Dealer Licensing Unit sent to you to be able to sign into your Dealer account.





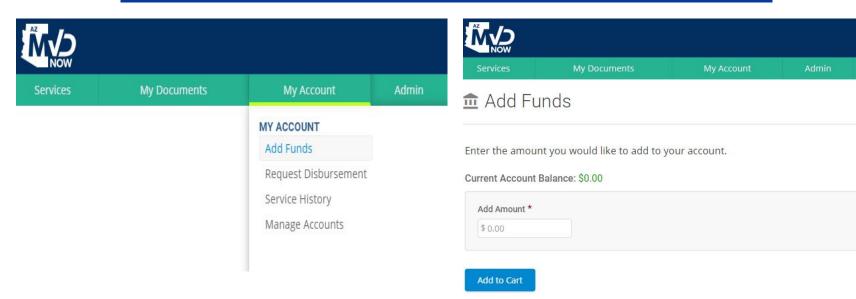


Welcome to AZ MVD Now Business Portal

Arizona Department of Transportation (ADOT) is enhancing ServiceArizona. AZ MVD Now is part of this improvement and serves as an extension of ServiceArizona for Motor Vehicle Division (MVD) services.

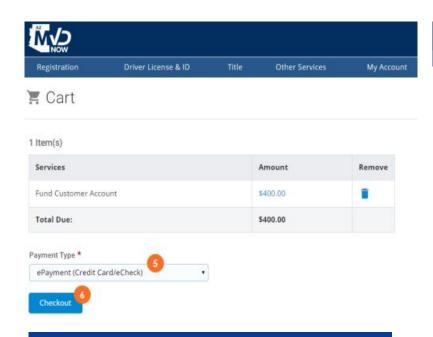
Once you have completed the verification steps you will be taken to your AZ MVD Now home screen. From her you will be able to manage your Dealer account and add funds.

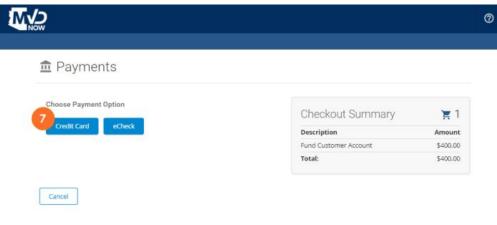
Funding AZ MVD Now Account



Select My Account then click Add Funds.

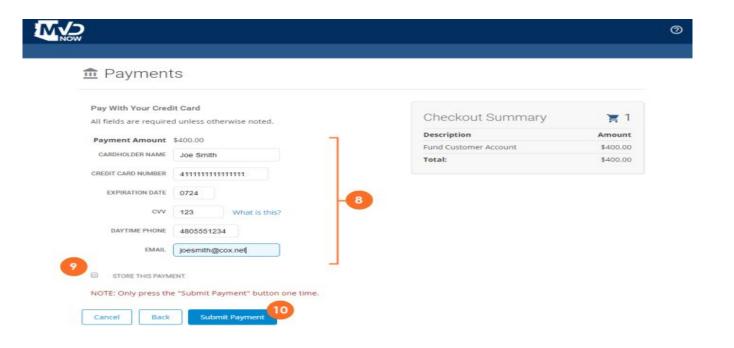
Enter the amount you would like to add. Then click Add to Cart.





Select Payment Type of ePayment, then click Checkout.

Choose Payment Option of Credit Card or eCheck.



In put your credit card or ACH information. Select Submit Payment. Note: You can store this information for future payments.