



## State of New Jersey

CHRIS CHRISTIE  
*Governor*

Department of Environmental Protection Division  
of Air Quality

BOB MARTIN  
*Commissioner*

KIM GUADAGNO  
*Lt. Governor*

Bureau of Mobile Sources

Mail code 401-02E

Post Office Box 420

Trenton, NJ 08625-0420

Tel: (609)-292-7953, Fax: (609)-633-8236 <http://>

[www.nj.gov/dep/cleanvehicles/](http://www.nj.gov/dep/cleanvehicles/)

### **Protocol for Private Buyer Titling Waiver of LEVII Certification**

- A. A new car purchased in New Jersey or another state requires a **Manufacturer's Certificate of Origin (MCO)**. This document is the vehicle's birth certificate. The selling party should provide you with this document. A copy of the MCO must be supplied with the Waiver request.
- B. A Non Exempt Waiver requestor must be the private citizen who will be the party of record on the NJ vehicle title. Vehicle cannot have been delivered to a New Jersey Dealer for sale in New Jersey.
- C. Buyer to complete the N.J. Buyer's LEV Certification Waiver Application MVW-9(09-16). The form may be requested via mail with a self addressed stamped envelope from:

New Jersey Department of Environmental Protection  
Bureau of Mobile Sources  
Low Emission Vehicle Program  
Mail code 401-02E  
P.O. Box 420  
Trenton, NJ 08625-0420

**Or** via email to: [NJLEV@dep.state.nj.us](mailto:NJLEV@dep.state.nj.us)

- D. The copies of the completed form and MCO along with any supporting documentation and reply/contact information may be transmitted electronically to: [NJLEV@dep.state.nj.us](mailto:NJLEV@dep.state.nj.us)

**Or** Faxed with cover sheet including Subject with reply/contact information to: (609) 633-8236

**Or** sent via mail with and reply/contact information and a self addressed stamped envelope to:

New Jersey Department of Environmental Protection  
Bureau of Mobile Sources  
Low Emission Vehicle Program

Mail code 401-02E  
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- E. There will be a lifetime limit of one Non-Exempt Waiver per Private Buyer.
- F. DEP will review application and send notification to buyer via mail/email/fax (please state preference with information provided).  
If no response received within 3 business days (10 business days if by ground mail), please send follow up email to:  
[NJLEV@dep.state.nj.us](mailto:NJLEV@dep.state.nj.us)
- G. Upon approval –  
Buyer will take approved exemption waiver form to Motor Vehicle Commission agency for titling. There will be a sixty- day window of eligibility to title vehicle. NJDEP will post eligible VINs online.