

**Wyoming Department of Transportation
5300 Bishop Blvd., Cheyenne, Wyoming 82009**

**COMPLIANCE & INVESTIGATIONS
STORAGE & DISPOSAL FACILITY COMPLIANCE REVIEW**

Business Name: _____
 Address: _____
 Name of Contact: _____ Phone #: _____
 Vehicle Storage & Disposal Facility License #: _____

<u>Compliance</u>		<u>Area of Compliance Reviewed</u>	<u>Comments:</u>
yes	No		
		1.) PRINCIPAL PLACE OF BUSINESS	
		- Permanent Building, Not Residence <i>Not Required by Law</i>	
		- Place of Business Not Located in Residential Zone	
		- Sign Indicating Nature of Business: <i>Not Required by Law</i>	
		- Business Hours Displayed at Business: <i>Not Required by Law</i>	
		- Business Occupied on Regular Basis: <i>Not Required by Law</i>	
		2.) RECORDS	
		- Stored at Principal Place of Business: <i>Office on Site</i>	
		- Proper Format / Legible: Includes record every vehicle or component with a VIN pursuant to W.S.31-11-107	
		- Three (3) Years Retention: Required pursuant to W.S. 31-11-107	
		- Vehicle/Component Acquisition Records: Seller name/address, date of acquisition, vehicle description & ID number	
		- Vehicle/Component Disposal Records: Buyer name/address, date of disposal, vehicle description & ID number	
		- Dismantled/Wrecked Vehicle Records: Each vehicle dismantled/wrecked & date of disposition	
		3.) TITLES	
		- Certificate of Title for all Vehicles: Title must be obtained immediately upon transfer	
		- Receipt for Title Cancellation: For every vehicle dismantled, wrecked, or altered beyond use as a vehicle	
		4.) OTHER VIOLATIONS	

I acknowledge this report and the findings herein. Pursuant to W.S.31-13-114, any violation or non-compliance of Statute may result in denial, revocation, suspension, or refusal to renew a Vehicle Storage & Disposal Facility License. In addition, failure to comply with Certificate of Title requirements under W.S.31-2-104 & W.S.31-11-110 may result in criminal penalty.

Owner/Operator Signature: _____ Title: _____ Date: _____
 Compliance Investigator: _____ Phone: _____ Date: _____

