

Electric Vehicle Surcharge Job Aid

Revision Date: 11/09/2017

Overview

Effective January 1, 2018, an annual \$75 Electric Vehicle (EV) surcharge is assessed on all-electric vehicles (hybrid vehicles are excluded from the surcharge). The EV surcharge is applied to all initial registration or registration renewal transactions where the registration begins on January 2018 or later.

Initial Registration and Transfers

The EV surcharge applies to initial registrations and transfers with renewals for registration periods that begin on January 2018, or later.

1. Complete the Vehicle panel. Select **Electric** in the **Fuel Type** dropdown if it does not auto-populate on an initial registration, or is not listed on the MN motor vehicle record.

VEHICLE			
VIN 5YJXCAE46GF003259	Vehicle Class Passenger - 09	Year 2016	Date of Sale 10/30/2017
Make Tesla Motors	Model Model X	Color Black (BLK)	
Body Style/Type Sedan, 4-door, automobile	Fuel Type Electric	Odometer 57	
Odometer Status Actual mileage	MSRP \$ 80,000.00	Destination Charge \$ 540.00	
Base Value \$80,540.00	Purchase Price \$ 81,256.00	Trade-in Value \$	

Public Safety Vehicle Fee	3.50
Title Fee	8.25
Title Filing Fee	10.00
Late Transfer Penalty	0.00
Transfer Tax	10.00
Sales Tax	5,932.00
Total	\$5,963.75

[Show calculations](#)

2. Complete the registration panel and click the **Calculate Fees** button. The \$75 EV surcharge appears in the fee box.

Note: The surcharge is assessed at \$6.25 per month for 13-month leased vehicle registrations or daily rental vehicle registrations for 4 or more months.

Replace Plate	Update Fees										
Reg Period 12 months	<table border="1"> <tbody> <tr> <td>Passenger Plate Fee</td> <td>\$6.00</td> </tr> <tr> <td>Electric Vehicle Surcharge</td> <td>\$75.00</td> </tr> <tr> <td>Vehicle Registration Tax</td> <td>\$832.00</td> </tr> <tr> <td>Current SubTotal</td> <td>\$913.00</td> </tr> <tr> <td>Total</td> <td>\$913.00</td> </tr> </tbody> </table>	Passenger Plate Fee	\$6.00	Electric Vehicle Surcharge	\$75.00	Vehicle Registration Tax	\$832.00	Current SubTotal	\$913.00	Total	\$913.00
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[Show Calculations](#)

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[Show Calculations](#)

Registration Renewal

The EV surcharge displays on all renewals with a registration period that begin on January 2018, or later.

1. Complete the registration as usual.
2. For partial year registrations, select the appropriate **Exp Month**:
 - Leased vehicle registration extension – select the end date to coincide with the lease end date (in most cases a one-month registration).
 - Daily Rental Vehicle - Select the requested end date (as few as four months).
3. Click the **Calculate Fees** button.

Note: The surcharge is calculated at a rate of \$6.25 per month (example shows 4-month registration and a \$25 surcharge).

REGISTRATION RENEWAL

Renewal Type: Full Year

Plate: JBK100 Plate Style: Passenger Replace Plate

New Sticker: Exp Year: 2018 Exp Month: Feb (02) Reg Period 4 months

Number of Plates: 1 2

Starting Year: 2017 Starting Month: Nov (11)

7 Year Replacement: 2025 County Vehicle Kept In: NON-MN Order Plate

Customer is on Active Duty, is stationed with the vehicle out of state, and has provided proper documentation.

Update Fees

Vehicle Registration Renewal Filing Fee	\$6.00
Electric Vehicle Surcharge	\$25.00
Vehicle Registration Tax	\$78.00
Current SubTotal	\$109.00
Total	\$109.00

[Show Calculations](#)

Registration Tax Cap

The total amount of passenger registration tax and the EV Surcharge cannot exceed the registration tax previously paid. Therefore, if the total needs adjustment, the registration tax is adjusted first, then the surcharge if necessary.

Example 1

2017 registration tax = \$45

Proposed Tax for 2018

2018 registration tax = \$35
 EV surcharge = \$75
 Total = \$110
 (\$110 is more than the prior year and must be reduced)

Correct Tax for 2018:

2018 registration tax = \$0
 The EV surcharge = \$45
 Total = \$45

Example 2

2017 registration tax = \$300

Proposed Tax for 2018

2018 registration tax = \$280
 EV surcharge = \$75
 Total = \$355
 (\$355 is more than the prior year and must be reduced)

Correct Tax for 2018:

2018 registration tax = \$225
 The EV surcharge = \$75
 Total = \$300

Multiple Year Registration

Vehicles with non-use periods, vehicles that were previously titled in Minnesota, and vehicles for which customers would like to purchase additional registration beyond the upcoming period must be processed using two transactions.

If	And	Then
Vehicle is being transferred	Has non-use or arrears with registration	Proceed to <i>Transfer with Non-Use section</i>
Vehicle needs a 2019 or later registration renewal	Has non-use or arrears with registration	Proceed to <i>Renewal with Non-Use section</i>
Customer wants additional registration beyond 2019	Has current registration	Proceed to <i>Renewal with Additional Year(s) section</i>

Transfer with Non-Use

Step 1. Complete Title Transfer

1. Locate vehicle record, and complete the transfer adding registration to bring it current.
2. Address non-use periods, as appropriate.
 1. Complete payment process.

Step 2. Complete Registration Renewal

1. Locate vehicle record, and initiate a Registration Renewal transaction.
2. Enter a sticker for the upcoming registration year.
3. Delete filing fee from the cart, and complete payment process.

Renewal with Non-Use

Step 1. Complete Registration Renewal

1. Locate the vehicle record and initiate a Registration Renewal transaction.
2. Enter an appropriate sticker to bring the registration current.
 2. Complete payment process.

Step 2. Complete Second Registration Renewal

1. Locate vehicle record and initiate a Registration Renewal transaction.
2. Enter a sticker for the upcoming registration year.
3. Delete filing fee from the cart, and complete payment process.

Renewal with Additional Year(s) Registration

Step 1. Complete Registration Renewal

1. Locate vehicle record and initiate a Registration Renewal transaction.
2. Enter a sticker for the upcoming registration year.
3. Complete payment process.

Step 2. Complete Second Registration Renewal

1. Locate vehicle record and initiate a Registration Renewal transaction.
2. Enter subsequent year sticker.
3. Delete filing fee from the cart, and complete payment process.
4. Repeat as necessary for additional registration year(s).