

REGISTERED IMPORTER NEWSLETTER No. 41
National Highway Traffic Safety Administration
Office of Vehicle Safety Compliance
August 23, 2011

MAINTENANCE OF RI REGISTRATION

This is your reminder that it is time to submit the information required to permit you to continue to be a registered importer (RI) for fiscal year (FY) 2012, which begins on October 1, 2011. The information specified below should be submitted as soon as possible, but no later than September 30, 2011, for your company to remain in active status as an RI. Failure to submit the renewal information by that date will cause your registration to be automatically suspended effective October 11, 2011, as provided in 49 CFR 592.7(a)(1). Because there are delays in our receipt of materials sent by regular mail, we recommend that you send this information by an overnight express carrier to:

Office of Vehicle Safety Compliance
National Highway Traffic Safety Administration
1200 New Jersey Avenue, S.E.
West Building - 4th Floor - NVS-223, Room W45-205
Washington, DC 20590
Attn: RI Renewal

SAMPLE YEARLY STATEMENT OF REGISTERED IMPORTER - NO CHANGES

If there are no changes to your RI business information, please submit your yearly statement as shown on the sample renewal on Page 23 of the publication entitled, *"How to Become a Registered Importer and Perform the Duties of a Registered Importer."* You may access this information by selecting the option "How to Become a Registered Importer" at the URL: <http://www.nhtsa.gov/cars/rules/import/>. Don't forget to mail with your renewal the two required enclosures: a new service insurance policy (with notarized signatures) and your credit card authorization or a check made payable to the Treasurer of the United States in the amount of \$670.

SAMPLE YEARLY STATEMENT OF REGISTERED IMPORTER - WITH CHANGES

If your RI business information has changed since last year's renewal, please submit your yearly statement as shown on the sample renewal on Pages 24-26 of the above-referenced document. Again, don't forget to mail with your renewal the three required enclosures: Application for Registration as Importer, a new service insurance policy (with notarized signatures), and your credit card authorization or a check made payable to the Treasurer of the United States in the amount of \$670.

RI renewal questions should be directed to John Lewis at 202-366-4192.