

Occupational Licensing Industry News

OLIN 2024-05

Vehicle Dealer Record Storage

DIGITAL CHANNELS BRANCH • DIGITAL SERVICES DIVISION • © 2024 STATE OF CALIFORNIA, DEPARTMENT OF MOTOR VEHICLES. ALL RIGHTS RESERVED.

Issue Date: April 5, 2024

New Information

Effective April 1, 2024, a dealer may create an original electronic business record if the electronic record is:

- Created in a non-alterable format that allows the document to be readily accessible and retrievable.
- Legible, complete, and accurate.
- Retained in a manner that allows the business record to be retrieved and made available to the Department of Motor Vehicles (DMV) for inspection in three business days.

Any access device, server, network device, internal or external storage medium used for storing the electronic record **must** have access controls and physical security measures to protect the records from unauthorized access, viewing, or alteration.

NOTE: The new changes will **not** affect the provisions of *California Code of Regulations*, Title 13 §272.00 and *California Civil Code* §2984.5.

Background

DMV is notifying the vehicle industry of regulation changes taking effect April 1, 2024.

References

California Code of Regulations, Title 13 §§272.00 and 272.02
California Civil Code §2984.5

Distribution

Notification of this memo (available at dmv.ca.gov under Vehicle Industry Services) was made via the California DMV Automated Email Alert System in March 2024 to:

- Dealers
- Registration Services

Contact

Direct questions related to this memo to Occupational Licensing at (916) 229-3126.