

Staab Agency

**Shirley St. Pierre / Statutory Agent
P. O. Box 942 / 259 Goose Hill Road
Jefferson, Me 04348
Tel: 800-648-8805 / (207)-549-7541
Fax: (207)-549-7638**

Thank you for inquiring about our registration service.

As a Statutory Agent, we process the necessary forms to properly register and/or title your semi-trailer(s) and/or chassis. We have today's technology and are equipped to handle any amount of trailers, from one to thousands. For your convenience, we insure you the fastest possible service in Maine, including: **Same day Service.** We have been in business for over 35 years and are currently serving over 30,000 customers. Call today to hear the advantages of registering in Maine.

Trailers 1995 and newer we need a title. If your unit(s) is older than 1995, you will need to provide a copy of the Bill of Sale or a prior registration. For units that are 1995 and newer please send us the original title to be titled in Maine.

Please fill out the following paperwork for all the necessary information. We have provided you with all the information needed to register your unit(s).

Make sure that we have the following information:

1. Phone number: Date of birth if individual customer, Federal Identification Number if you are a company.
2. Correct amount of money (see attached schedule). Make all checks/money orders payable to **STAAB AGENCY. We also accept Visa/MasterCard/Discover**
(Credit cards transactions are subject to a 5% processing fee).
3. The attached Power of Attorney form must be completed and notarized. This is to be paid one time per customer.

We will not process any paperwork unless all necessary paperwork is received. You may apply for a plate and registration on any model year.

A MAINE TRAILER PLATE EXPIRES ON THE LAST DAY OF FEBRUARY FOR THE YEAR IN WHICH YOU REGISTER. As your agent, we will notify you prior to your plate expiration.

If you have any questions please do not hesitate to call us at the telephone above.
Sincerely,

Shirley St. Pierre
President / Owner

TRANSACTIONS

New Order(s)

submit the following:

1. The number of years you want to register
2. The original Manufactures statement of origin(MSO) or
3. Copy of title if already titled in your name front and back
4. The original title if you are going to title in Maine 1995 or newer)
5. Copy of bill of sale (to show proof of ownership)
6. See below for computing charges

Want a Maine Title?

We will need the following items:

1. Need Original Title (1995 or newer). Signed over on back by seller and dated
2. Trailer has to be over 3000 lbs (empty weight) to title, Under 3000 lbs. sales tax nay apply
3. Provide any lien holder information with the address.
4. Date of birth for all personal names on title
5. Any signature signed with POA – need copy of POA (Power of Attorney)

Title Fee

- | | |
|--|---------------|
| 1.) Title with no lien | Cost \$ 42.50 |
| 2.) Title with one or more lien holders | Cost \$ 46.50 |
| 3.) Duplicate title or lien certificate | Cost \$ 46.50 |
| 4.) Rush Title(s) | Cost \$ 53.00 |
| 5.) Rush duplicate title(s) allow (3 to 4 weeks) | Cost \$ 55.50 |

Lost Plate

Submit the following items:

- | | |
|---|--------------|
| 1.) If original yellow registration is returned | Cost \$11.00 |
| No original? – You will need duplicate/lost plate (we will need plate number, name on registration, and serial number). | Cost \$13.00 |

Lost Registration (need duplicate)

Submit the following items:

- | | |
|--|-------------|
| 1. Plate number, the name on the registration and the serial number. | Cost \$7.00 |
|--|-------------|

Corrected copy

- | | |
|---|-------------|
| 1. Need original yellow registrations returned with correct information | Cost \$5.00 |
| 2. If our error | N/C |

Need a Transfer

Submit the following:

- | | |
|---|---------------|
| 1. Original yellow registration returned. | Cost \$ 14.00 |
| (No original registration you will need ---a duplicate / transfer) | Cost \$ 17.00 |
| 2. Original title if going to title in Maine. | |
| 3. Copy of Bill of Sale | |
| 4. Copy of out-of-state title if already titled in your name (front and back) | |
| 5. See above for more title information. | |

Fees for Trailer plates

Prices are per order

Number of years	1-9 Trailers	10-24 trailers	Over 25 trailers	Expires
1-yr annual	\$27.00	\$26.00	\$25.00	2013
2-yr annual	\$54.00	\$52.00	\$50.00	2014

5-yr	\$88.00	\$83.00	\$78.00	2017
6-yr	\$104.00	\$98.00	\$92.00	2018
7-yr	\$121.00	\$114.00	\$107.00	2019
8-yr	\$138.00	\$130.00	\$122.00	2020
9-yr	\$155.00	\$146.00	\$137.00	2021
10-yr	\$173.00	\$163.00	\$153.00	2022
11-yr	\$189.00	\$178.00	\$167.00	2023
12-yr	\$206.00	\$194.00	\$182.00	2024

Available For Existing long term Customers Only

3-yr	\$54.00	\$51.00	\$48.00	2015
4-yr	\$70.00	\$66.00	\$62.00	2016

Our fee includes completion of all paper work on (Registration applications, sales tax forms, exemption forms, use tax forms, processing your express labels with your account number, etc.) It also includes a mail forwarding service. (Faxes are available for copies of registrations, title applications, etc., \$1.00 per page.)

Additional listings can be run @ \$5.00 each, plus \$1.00 per page.

In House Rush: Orders will be completed on the same day. The additional charge for this service is \$10.00 per plate per order not including overnight charges.

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Revised 12/12/2011

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REGISTRATION INFORMATION

Name of Person Or Company ordering: _____
 Address of Person Or Company ordering: _____
 City: _____ State: _____ Zip: _____

Name to appear on Registration: _____
Address where to send registration(s): _____
 City: _____ State: _____ Zip: _____

Contact Person: _____	E-Mail _____
Fax# (____) _____	Tele: (____) _____
Federal ID # _____	Date of Birth: ____/____/____
(Registering as a Company)	(Registering as an Individual)
social security number - -	needed for use tax forms

VISA OR MASTERCARD: ____/____/____/____ Expires: __/____
 (Credit Card transactions are subject to 5% processing fee)
 Name on Card: _____ V# _____ Signature _____

Comments: _____

Number of trailer(s) to re-register: _____ **New trailer(s):** _____ **Year to Expire** _____

Unit #	Year	Make	Serial # (vehicle ID #)	Plate #	Yr to expire
1. _____	_____	_____	_____	_____	_____
2. _____	_____	_____	_____	_____	_____
3. _____	_____	_____	_____	_____	_____
4. _____	_____	_____	_____	_____	_____
5. _____	_____	_____	_____	_____	_____
6. _____	_____	_____	_____	_____	_____
7. _____	_____	_____	_____	_____	_____
8. _____	_____	_____	_____	_____	_____

EXAMPLE: _____ X _____ = \$ _____
 (# Of trailers) (Cost of expiration year)
 _____ X _____ = \$ _____
 (Number of titles) (Title prices)

Client Installation Fee (New Customer) (POA) \$ **20.00** _____
Shipping (see shipping page for amounts) \$ _____

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Shipping and Handling Charges For Overnight Shipping and Ground (Includes fuel and surcharges)

Zip Codes	Next Day Air	2 nd Day Air	Ground
00400-29999			
1-3 plates	\$34.00	\$19.00	\$10.00
4-6 plates	\$51.25	\$20.00	\$10.50
7-10 plates	\$57.00	\$21.50	\$11.00
11-15 plates	\$62.00	\$23.00	\$11.55
30000-55000			
1-3 plates	\$35.00	\$22.00	\$10.50
4-6 plates	\$63.00	\$28.00	\$11.00
7-10 plates	\$68.25	\$32.00	\$11.50
11-15 plates	\$73.25	\$35.00	\$12.00
55001-99999			
1-3 plates	\$37.50	\$24.00	\$12.00
4-6 plates	\$66.50	\$31.50	\$12.50
7-10 plates	\$72.50	\$35.00	\$13.00
11-15 plates	\$77.50	\$39.00	\$13.50

Other Shipping and Handling Services Available

Priority Mail	1 st Class mail
1-3 plates \$10.00	1-plates \$3.00
	2-plates \$4.50

We have separate zones on our shipping prices, to help make shipping cost more effective for you. You could possible save yourself money if you have your own account number with UPS, Federal Express, etc. We will take time to fill out all the forms for you at no charge to you.

LIMITED POWER OF ATTORNEY

KNOW ALL MEN BY THESE PRESENTS, that _____

(Company Name or Individual)

gives to STAAB AGENCY, or its designated representative for an indefinite period of time and until canceled in writing. A limited power of Attorney, to act on its /his/her behalf, with regard to all matters pertaining to the registering, licensing, transfer of ownership, and /or titling of trailer, semi-trailers, motor vehicles and/or power equipment in the State of Maine, including, but not limited to, the preparation of any and all necessary paperwork required by the State of Maine Bureau of Motor Vehicles. For this service, we agree to pay all mutually agreed up fees.

SIGNED BY:

(Duly Authorized Officer of Company or Individual)

NOTE: If this Power of Attorney is in an individual's name, please include your Date of Birth: ____/____/____ and your Social Security Number: _____-_____-_____; or

If this Power of Attorney is in a Company Name, please include its Federal ID Number: _____.

STATE OF _____)

County of: _____) ss.

Dated: ____/____/____

Personally appeared the above-named _____,
(Name or Officer or Individual)

_____ of _____, duly
(title) (name of company)

Authorized, and acknowledged the foregoing instrument to be his/her free act and deed in his/her said capacity, and the free act and deed of said Company.

Before me,

Notary Public
Print Name: _____
My Commission expires: _____

THIS POWER OF ATTORNEY IS LIMITED IN THAT ONLY GIVES STAAB AGENCY, AND/OR ITS DESIGNATED REPRESENTATIVE, THE RIGHT TO SIGN ITS NAME WHERE YOUR NAME WOULD NORMALLY APPEAR ON REGISTRATIONS/LICENSES/TITLING/TRANSFERS OF OWNERSHIP, OR LIKE DOCUMENTS. IT DOES NOT ALLOW STAAB AGENCY, AND/OR IT'S DESIGNATED REPRESENTATIVES, TO SELL, LEASE, TRADE, OR IN ANY OTHER WAY UTILIZE DISPOSE OF, YOUR VEHICLES, EXCEPT AS AUTHORIZED ABOVE. IT CAN NOT SIGN REGISTRATIONS OR TITLE DOCUMENTS ON YOUR BEHALF, UNLESS THIS POWER OF ATTORNEY IS ON FILE.

NOTE: THIS POWER OF ATTORNEY WILL NOT BE ACCEPTED, UNLESS A \$20.00 CLIENT INSTALLATION FEE IS RECEIVED.

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