

NHTSA Registration Steps:

1. Obtain WMI Code from SAE (contact info attached) – Skip step if you have the Code already.
2. Submit Form 566 to register with NHTSA as a manufacturer.
3. Submit Form 565 along with VIN Deciphering Document (after Steps 1 & 2 are through) – Vin Document can be prepared in Word/Excel/PDF formats. Positions 4,5,6,7,8, & 11 need to be included in your VIN Deciphering Document.

Position 9 (Check Digit) need not be provided to us via this Form. However, Please use this link to calculate the same before you etch Vin on to your vehicles -

<https://vpic.nhtsa.dot.gov/decoder/>

Part 566/565 procedure – Domestic

The first step would be to submit a PART 566 (Manufacturer Identification) form electronically through Manufacturer Portal at <http://vpic.nhtsa.dot.gov/mfrportal/> by selecting Document Type as "Domestic Manufacturers: Reporting Requirements (49 CFR Part 566 -Manufacturer Identification)".

Once your Part 566 is accepted and if your company has VIN responsibility, you can submit a PART 565 (VIN decoding document) through Manufacturer Portal by selecting "Vehicle Identification Number (VIN) Requirements (CFR 49 Part 565-VIN Decoding Document)" as Document Type. Completed and Incomplete Vehicle manufacturers have VIN responsibility whereas Intermediate Vehicle Manufacturer, Final Stage Manufacturer and Alterers do not have VIN responsibility.

These requirements are discussed in greater detail in the attached handbook for new vehicle manufacturers. Do read through all attachments for additional info.

If you have any further questions, please do not hesitate to contact us through the NHTSA Manufacturer Helpdesk at manufacturerinfo@dot.gov