



Your Safety • Your Mobility • Your Economic Opportunity

Dealership Name
Attn: Owner
Street Address
City, State, ZIP

June 7, 2022

Re: Updates to Dealer Education Requirements

This notice is to inform you of some upcoming changes to motor vehicle dealer education requirements in the state of Idaho.

Effective for dealership renewals expiring on or after September 1, 2022, all owners/responsible parties listed on a dealer license will be required to take a continuing education course in order to complete their renewal. All applicants for a newly established dealership will be required to take prelicensing education in order to receive a dealer's license if their application is submitted on or after September 1st, 2022.

Additionally, owners/responsible parties will no longer be allowed to designate a corporate substitute to attend dealer education on their behalf effective September 1, 2022.

If your dealership has multiple owners and only one has attended an approved dealer education course before July 10, 2022 to be applied as credit towards your next dealer renewal, or if a corporate substitute was previously designated on the license you may contact Dealers@itd.idaho.gov for more information.

As a reminder, Idaho has two approved education providers for dealer education, ISIADA (www.theassociationid.com) and ITS (www.idahodealereducation.com). Please visit their websites to review your education options.

Pursuant to section 49-1637, Idaho Code, a vehicle dealer of nationally advertised and recognized new motor vehicles or vessels are exempt from these requirements.

Thank you,

Dealer Operations
Idaho Transportation Department | Division of Motor Vehicles