

## **NOTICE OF PROPOSED GUIDANCE DOCUMENT**

### **Convenience Fee**

Pursuant to Wis. Stat. s. 227.112, the Wisconsin Department of Transportation is hereby seeking comment Convenience Fee Abbreviations TRANS 198, a proposed guidance document.

### **PUBLIC COMMENTS AND DEADLINE FOR SUBMISSION**

Comments may be submitted to the Wisconsin Department of Transportation for 21 days by:

1. Department's website: <https://wisconsin.gov/Pages/dmv/vehicles/title-plates/convenience-fees.aspx>

2. Mailing written comments to:  
Division of Motor Vehicles  
Wisconsin Department of Transportation  
4822 Madison Yards Way  
PO Box 7336  
Madison, WI 53707-7336

### **WEBSITE LOCATION OF FINAL GUIDANCE DOCUMENT**

The final version of this guidance document will be posted at [wisconsin.gov](https://wisconsin.gov) to allow for ongoing comment.

### **AGENCY CONTACT**

[DOTDMVGuidanceDocs@DOT.WI.GOV](mailto:DOTDMVGuidanceDocs@DOT.WI.GOV)



## State of Wisconsin Department of Transportation

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# Convenience fee

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Credit and debit card companies charge a fee to all retailers every time a card is used. All DMV fees are set by statute and, as a state agency, WisDOT cannot use these fees to cover the costs of accepting credit and debit card payments.

Therefore, DMV must add a convenience fee to cover the fees charged by credit and debit card companies. The convenience fee is a percentage of the cost of the product or service. You will see the amounts of the product/service fee and the convenience fee displayed separately before you complete the transaction at local [DMV customer service centers](#) or for [online services](#).

Some WisDOT online services accept payments through ACH (Automated Clearing House) which deducts WisDOT fees directly from your bank account, with no added convenience fee. If available for the product or service you need, follow the ACH instructions on the webpage to pay.

## Questions?

## Email Wisconsin DMV email service

### Contact Information

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Contact Us

Support

Translate website

Traducir el sitio de web

翻譯網站

Website übersetzen

ترجمة الموقع

Txhais website

웹 사이트 번역

Перевести сайт

### Forms/Notices

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Acceptable use policy

Forms

Legal notices

Privacy policy

Software information

### WisDOT Employees

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Employee information

PTA web

HR Self-Service

Travel Expenses

WisDOT LearnCenter

