



OHIO DEPARTMENT OF PUBLIC SAFETY
BUREAU OF MOTOR VEHICLES

REQUEST FOR SPECIAL LICENSE PLATES

PRINT or TYPE name as it appears on the Ohio Certificate of Registration. If vehicle is leased, include lessee's name and address.

Form with fields for NAME, STREET ADDRESS, VEHICLE SERIAL #, CURRENT LICENSE PLATE #, EXPIRATION DATE, IS THIS A LEASED VEHICLE?, LESSEE'S NAME, and CITY/STATE/ZIP.

If the mailing address for the license plates or validation stickers is different from that shown above, please fill-in the following:

Mailing address form with fields for MAILING ADDRESS, CITY, STATE, and ZIP.

SPECIAL REQUIREMENTS - These plates require additional documentation for issuance - See instruction sheet for fees.

- Checkboxes for AMATEUR RADIO, CIVIL AIR PATROL, EMS/AMBULANCE, FRATERNAL ORDER OF POLICE, FOP ASSOCIATES, GOLD STAR FAMILY, MARINE CORP LEAGUE, PHYSICIAN, PROFESSIONAL FIREFIGHTER, and VOLUNTEER FIREFIGHTER.

MILITARY PLATES - These plates require additional documentation for issuance - No additional fees required.

- Checkboxes for ACTIVE DUTY MILITARY, AIR NATIONAL GUARD RETIRED, ARMED FORCES EXPEDITIONARY MEDAL, BRONZE STAR MEDAL, COMBAT BATTLE STARS, COMBAT VETERAN, HONORABLE DISCHARGED VETERAN, MILITARY RESERVISTS, NATIONAL DEFENSE MEDAL, NATIONAL GUARD, PEARL HARBOR SURVIVORS, PURPLE HEART, RETIRED VETERAN, and SILVER STAR MEDAL.

If the logo is not listed above, please check the box and write the information below.

OTHER: Name of Logo

PLEASE NOTE: DO NOT use this form for Collector or Historical license plates. Collector (BMV 4803) and Historical (BMV 4806) forms may be obtained at your local deputy registrar or online at www.ohioBMV.com.

INDICATE YOUR CHOICES FOR RESERVED OR PERSONALIZED SPECIAL LICENSE PLATES, BELOW.

If you want system-assigned plates (the next number assigned in sequential order), then DO NOT submit choices. Inappropriate requests will not be issued.

The first available choice will be assigned. When possible, a substitute assignment will be made. There is a MAXIMUM of 7 characters on license plates with up to two spaces permitted. There is a MAXIMUM of 6 characters for license plates with logos (due to size limitations, a space counts as one character). There is a MAXIMUM of 5 characters on motorcycle plates (not available with any logo except disability). Leave a box empty to indicate a space for reserved/personalized plates. Dashes, symbols, and punctuation marks cannot be used. Amateur Radio plates will be FCC call letters. Ambulette and EMS/Ambulance plates will be system assigned plates ONLY. Ambulette and EMS/Ambulance cannot be personalized or reserved.

Form for license plate choices with labels: FIRST CHOICE, SECOND CHOICE



Form for license plate choices with labels: THIRD CHOICE, FOURTH CHOICE

INITIAL RESERVE FORMATTING

- THREE LETTERS ONLY
THREE LETTERS BEFORE OR AFTER 1 THRU 9
ONE LETTER BEFORE AND AFTER 1 THRU 99999
ONE LETTER BEFORE OR AFTER 1 THRU 999999

- TWO LETTERS ONLY
TWO LETTERS BEFORE OR AFTER 1 THRU 99999
NUMBERS ONLY 28801 THRU 9999999

SPECIAL INSTRUCTIONS AND FEES ON BACK

**PLEASE READ CAREFULLY**  
**FAILURE TO FOLLOW INSTRUCTIONS MAY DELAY THE PROCESSING OF YOUR APPLICATION**

**TITLE INFORMATION:** Your request cannot be processed if the Certificate of Title or Memorandum Title has not been issued. Titles are issued by your Ohio County Clerk of Courts office.

**LEASING INFORMATION:** The vehicle must be titled or leased in the name of the person qualifying for any of these plates. **If this is a leased vehicle**, you must ALSO submit a Power of Attorney form signed by the lease company (photocopies accepted; originals not returned) or your application will be returned to you unprocessed.

**VEHICLE INFORMATION:** Special plates can be registered only to passenger vehicles, noncommercial trucks, noncommercial trailers, motor homes, house vehicles, and motorcycles. (Note: motorcycle plates available only as reserved, personalized, or disability). Newly titled noncommercial trucks are required to submit a noncommercial truck affidavit (BMV 5712) with this request form. The affidavit is available at all deputy registrar agencies and online at [www.ohiobm.com](http://www.ohiobm.com).

**FEE INFORMATION:** Part of your current registration fees may be applied toward the purchase of special plates; your application will indicate the **SPECIAL PLATE** fees required to process your special plate's request.

**EPA INFORMATION:** Current original EPA Inspection certificate or exemption form if required.

All vehicles up to 25 years old and owned by residents of the following counties are required to be tested:  
 Cuyahoga            Lake            Medina            Summit            Geauga            Lorain            Portage

Vehicles with even-number model years will be tested in even-number years, odd-number model years in odd years. This will apply for registration renewal. Motorists who buy used vehicles must pass the test prior to registration. Vehicles two-years old or less are exempt from the test if you are the initial vehicle owner. If you have questions concerning EPA requirements, call 1-614-644-3059 or 1-800-CARTEST.

**BY MAIL:** Upon receipt of the signed application, required documents and correct fees; special license plates, registration card, validation sticker, and county sticker will be mailed to you. **MAIL THIS REQUEST FORM TO:** Ohio Bureau of Motor Vehicles, Attn: Dealer Licensing & Specialty Plate Services, P.O. Box 16521, Columbus, Ohio 43216-6521. Allow four weeks for the processing of your application and mailing of the license plates\*, registration and validation sticker. \*License plates are mailed separately from your registration/validation sticker.

**AT DEPUTY:** Upon receipt of the required documents and correct fees, the deputy will issue you a registration card, validation sticker, and county sticker. Your special plates will be mailed to you.

Fees for license plates are determined by the type of vehicle and the amount of permissive tax (from \$0 to \$20.00) charged in your place of residence. The Registrar is required by law to collect an **ADDITIONAL ANNUAL FEE** over and above the fee for regular license plates for the issuance of special license plates. Note: Ohio law requires a \$2.00 new plates charge for replacement fees. This fee does not apply if it is the first time the vehicle is registered by the owner or if the vehicle has not been plated in the last 12 months.

**FEES FOR ALL TYPES OF PLATES LISTED ARE REQUIRED ANNUALLY, IN ADDITION TO BASIC REGISTRATION FEES.**

REQUIRED FEE	\$ _____
SPECIAL PLATE FEE	\$ _____
<b>ADD PERMISSIVE TAX</b>	\$ _____
DEPUTY REGISTRAR FEE	\$ _____
POSTAGE DUE	\$ _____
S.O.S. (OPTIONAL)*	\$ _____
TOTAL AMOUNT DUE	\$ _____

\*You are now permitted to donate \$1.00 or more to the children's Save Our Sight Program by adding the fee to your total fees due. For more information on the children's Save Our Sight Program, please call 1-800-755-GROW (4769).

**MAIL THIS REQUEST FORM TO:** Ohio Bureau of Motor Vehicles  
 Attn: Dealer Licensing & Specialty Plate Services  
 P.O. Box 16521  
 Columbus, Ohio 43216-6521

**YOU WILL LOSE YOUR DRIVER LICENSE FOR AT LEAST 90 DAYS  
IF YOU DRIVE WITHOUT INSURANCE  
OR OTHER ACCEPTABLE FINANCIAL RESPONSIBILITY COVERAGE**

- In Ohio, it is illegal to drive any motor vehicle without insurance or other financial responsibility (FR) coverage.
- It is also illegal for any motor vehicle owner to allow anyone else to drive the owner's vehicle without FR coverage.
- **PROOF OF COVERAGE IS REQUIRED:** • Whenever a police officer issues a traffic ticket • At all vehicle inspection stops • Upon traffic court appearances and • Upon random checks by the Registrar of Motor Vehicles.
- **ANY DRIVER OR OWNER WHO FAILS TO SHOW PROOF OF INSURANCE OR OTHER COVERAGE WILL:** • Lose his or her driver license for 90 DAYS on first offense, ONE YEAR on second offense and TWO YEARS on additional offenses • Lose his or her license plates and vehicle registration • Pay reinstatement fees of \$100.00 for first offense, \$300.00 for second offense, \$600.00 for third and subsequent offenses • Pay a \$50.00 penalty for any failure to surrender his or her driver license, license plates, or registration AND • Be required to maintain special FR coverage ("High-risk" insurance or equivalent) on file with the Bureau of Motor Vehicles (BMV) for THREE or FIVE YEARS.
- **ONCE THIS SUSPENSION IS IN EFFECT:** Any driver or owner who violates the suspension will have his or her vehicle immobilized and his or her license plates confiscated for at least 30 DAYS first offense and 60 DAYS second offense. For third or subsequent offenses, the vehicle will be forfeited and sold and the person will not be permitted to register any motor vehicle in Ohio for FIVE YEARS.
- **IF YOU ARE INVOLVED IN AN ACCIDENT WITHOUT INSURANCE OR OTHER FR COVERAGE:** In addition to all the penalties listed above, you may have • A SECURITY SUSPENSION for TWO YEARS or more and • A JUDGMENT SUSPENSION INDEFINITELY (until all damages have been satisfied).
- **THESE PENALTIES ARE IN ADDITION TO ANY FINES OR PENALTIES IMPOSED BY A COURT OF LAW.**
- **WARNING: THESE LAWS DO NOT PREVENT THE POSSIBILITY THAT YOU MAY BE INVOLVED IN AN ACCIDENT WITH A PERSON WHO HAS NO INSURANCE OR OTHER FR COVERAGE.**
- **WHEN REQUIRED, PROOF OF COVERAGE MAY BE SHOWN BY ANY OF THE FOLLOWING:** • AN INSURANCE POLICY showing automobile liability insurance of at least \$12,500 bodily injury per person, \$25,000 injury two or more persons, and \$7,500 property damage • AN INSURANCE IDENTIFICATION CARD (same coverage) • A SURETY BOND OF \$30,000 issued by any authorized surety company or insurance company • A BMV BOND SECURED BY REAL ESTATE having equity of at least \$60,000 • A BMV CERTIFICATE FOR MONEY OR GOVERNMENT BONDS in the amount of \$30,000 on deposit with the Ohio Treasurer of State • A BMV CERTIFICATE OF SELF-INSURANCE, available only to companies or persons who own at least twenty-six motor vehicles.

**SIGN BELOW** ↓ **DETACH BOTTOM PORTION FOR BMV RECORDS** ↑ **KEEP UPPER PORTION FOR YOUR RECORDS**

**YOU WILL LOSE YOUR DRIVER LICENSE FOR AT LEAST 90 DAYS IF YOU DRIVE WITHOUT INSURANCE OR OTHER ACCEPTABLE FINANCIAL RESPONSIBILITY COVERAGE**

- In Ohio, it is illegal to drive any motor vehicle without insurance or other financial responsibility (FR) coverage.
- It is also illegal for any motor vehicle owner to allow anyone else to drive the owner's vehicle without FR coverage.
- **PROOF OF COVERAGE IS REQUIRED:** • Whenever a police officer issues a traffic ticket • At all vehicle inspection stops • Upon traffic court appearances and • Upon random checks by the Registrar of Motor Vehicles.
- **ANY DRIVER OR OWNER WHO FAILS TO SHOW PROOF OF INSURANCE OR OTHER COVERAGE WILL:** • Lose his or her driver license for 90 DAYS on first offense, ONE YEAR on second offense and TWO YEARS on additional offenses • Lose his or her license plates and vehicle registration • Pay reinstatement fees of \$100.00 for first offense, \$300.00 for second offense, \$600.00 for third and subsequent offenses • Pay a \$50.00 penalty for any failure to surrender his or her driver license, license plates, or registration AND • Be required to maintain special FR coverage ("High-risk" insurance or equivalent) on file with the Bureau of Motor Vehicles (BMV) for THREE or FIVE YEARS.
- **ONCE THIS SUSPENSION IS IN EFFECT:** Any driver or owner who violates the suspension will have his or her vehicle immobilized and his or her license plates confiscated for at least 30 DAYS first offense and 60 DAYS second offense. For third or subsequent offenses, the vehicle will be forfeited and sold and the person will not be permitted to register any motor vehicle in Ohio for FIVE YEARS.
- **IF YOU ARE INVOLVED IN AN ACCIDENT WITHOUT INSURANCE OR OTHER FR COVERAGE:** In addition to all the penalties listed above, you may have • A SECURITY SUSPENSION for TWO YEARS or more and • A JUDGMENT SUSPENSION INDEFINITELY (until all damages have been satisfied).
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If applying for a driver license or permit, I affirm that I now have insurance or other financial responsibility coverage and that I will not operate any motor vehicle without FR coverage, and that I received an FR coverage notice form.  
If registering a motor vehicle, I affirm that all owners (or lessees of leased vehicles) now have insurance or other FR coverage and will not operate or permit the operation of this motor vehicle without FR coverage.

SIGNATURE	DATE
X	