



## COMPANY LOGO APPLICATION

### INSTRUCTIONS AND APPLICATION PACKET FOR NEW INTERNATIONAL REGISTRATION PLAN (IRP) APPORTIONED COMPANY LOGO LICENSE PLATES

#### INSTRUCTIONS

According to the Ohio Revised Code 4503.83 – The owner or lessee of a fleet of apportioned vehicles may apply to the registrar of motor vehicles for the registration of any apportioned vehicle and issuance of company logo license plates. The initial application shall be for not less than fifty eligible vehicles. The applicant shall provide the registrar the artwork for the company logo plate in a format designated by the registrar. The registrar shall approve the artwork or return the artwork for modification in accordance with any design requirements reasonably imposed by the registrar. There is an additional fee of \$6.00 when a company logo plate is purchased.

You **MUST** submit the following documents to our office:

- A list of the INITIAL fifty (50) vehicles to include the VIN, current license plate number (if assigned), and a signed Affidavit
- An application form (BMV 4813)
- A statement from the authorized agent of the company granting the BMV permission to print the business entities logo on the Ohio License Plate
- An electronic or disc file of your artwork can be sent to [specialplates@dps.state.oh.us](mailto:specialplates@dps.state.oh.us) (the e-mail should include the name of the company in the subject line) or mailed to Vehicle Information Services (VIS) / IRP Unit, P.O. Box 16521, Columbus, Ohio 43216-6521
- The file will need to be saved as **Vector Art**
- Include **PMS** colors, **Fonts** (if text is not paths), include both **Text and Logo** as **Vector Art** and include **Color Sample**
- The Logo size can be no more than **2.5" wide** and **3.25" high**

The completed documents and artwork must be sent to the Ohio Bureau of Motor Vehicles, Attn: VIS / IRP Unit, P.O. Box 16521, Columbus, Ohio 43216-6521. An electronic or disc file of your artwork can be sent to [specialplates@dps.state.oh.us](mailto:specialplates@dps.state.oh.us) (the e-mail should include the name of the company in the subject line.) Upon receipt of these items and approval from the BMV, a sample license plate will be manufactured and sent to you for your approval. We require a response within 14 business days after receipt of the sample. For more information, contact us at (614) 752-2055.

Good luck in your endeavors!

#### EXAMPLE



**STATEMENT FOR THE AUTHORIZED AGENT FOR THE APPLICATION FOR NEW INTERNATIONAL REGISTRATION PLAN (IRP) APPORTIONED COMPANY LOGO LICENSE PLATES**

NAME OF BUSINESS		FEDERAL TAX ID #	
ADDRESS OF BUSINESS	CITY	STATE	ZIP CODE
CONTACT PERSON (First and last name)			
ADDRESS	CITY	STATE	ZIP CODE
PHONE #	FAX #	E-MAIL ADDRESS	

SIGNATURE OF AUTHORIZED AGENT <b>X</b>	TITLE	DATE
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**SUPPLY THE DESIGN FOR THE PLATES**  
(ARTWORK, SPECIFIC PMS COLORS AND NUMBERS MUST BE ATTACHED)

**COMPLETED DOCUMENTS MUST BE SENT TO:**

**Ohio Bureau of Motor Vehicles**  
**Attn: VIS / IRP Unit**  
**P.O. Box 16521**  
**Columbus, Ohio 43216-6521**  
**Or e-mail:**  
[specialplates@dps.state.oh.us](mailto:specialplates@dps.state.oh.us)

(The e-mail should include the name of the company in the subject line.)

