



COMPANY LOGO APPLICATION

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

INSTRUCTIONS

This document provides information and an application to assist your company in submitting the necessary materials for participation in the company logo license plate program.

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 (50) 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.

In order to initiate participation in the company logo license plate program, 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 file of your artwork can be sent to VIS-Administration@dps.ohio.gov (the e-mail should include the name of the company in the subject line) or mailed to Vehicle Information Services (VIS) / Admin Unit, P.O. Box 16521, Columbus, Ohio 43216-6521
- The file needs to be saved as **Vector Art**
- Please 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: Vehicle Information Services, P.O. Box 16521, Columbus, Ohio 43216-6521.

An electronic file of your artwork can be sent to VIS-Administration@dps.ohio.gov (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 regarding the Company Logo Plate Program, please 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 NUMBER	
ADDRESS OF BUSINESS	CITY	STATE	ZIP CODE
AUTHORIZED AGENT (First and last name)			
ADDRESS	CITY	STATE	ZIP CODE
PHONE #	FAX #	E-MAIL ADDRESS	

SIGNATURE OF AUTHORIZED AGENT X	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: Vehicle Information Services
P.O. Box 16521
Columbus, Ohio 43216-6521**

Or e-mailed to:

VIS-Administration@dps.ohio.gov

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

