

West Virginia Department of Transportation

Division of Motor Vehicles

IRP Affidavit of Renewal Procedures



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IMPORTANT NOTICE ABOUT AFFIDAVIT OF RENEWAL PROCEDURES

I have been advised by the International Registration Plan staff and understand that if I **DO NOT** wish to renew my account during the renewal period (May 15th through July 15th) for active accounts, I must **IMMEDIATELY** do the following:

1. Return my renewal form (computer-generated copy) to the IRP office. On the renewal form, I am to write the words "**CANCEL CARRIER**" and I am to sign and date the form.
2. Return **ALL** apportioned license plates and cab cards.

I understand that I must return the items listed above by July 15th. If I fail to return the credentials and decide to renew later in the year, I will be assessed registration fees based on a full twelve (12) months.

Registrant Information - Print Only

Carrier Account Number _____ Date ____/____/____

Name of Registrant _____ Daytime Phone (____) ____-____

Address _____
STREET ADDRESS

CITY _____ STATE _____ ZIP _____

(X) _____
SIGNATURE OF AUTHORIZED REPRESENTATIVE TITLE

