

☐ No payment included. Correct amount \$ \_\_\_\_\_

## Instructions & Information

- *In order for a vehicle to be eligible for this plate class, it must meet the following criteria:*
  - The type of vehicle must be CLASS A (passenger car or truck).
  - The vehicle must currently be titled in West Virginia, in the applicant's name.
  - Leased vehicles are only eligible if the qualified applicant's name is listed on the title.
- *If you wish to register this plate with a new vehicle, it is more convenient for you to title and register your new vehicle with a regular plate first, due to the time required for processing and production time of these plates.*
- *If you wish to have a personalized plate, please observe the following guidelines:*
  - You may indicate up to four selections, in order of preference under **Section E** on the reverse side of this form.
  - Personalized selections can have a minimum of two characters or a maximum of eight.
  - Symbols and punctuation cannot be used.
  - Place all characters exactly as you wish for them to appear on the plate, all characters will be centered unless you specify otherwise.
  - Be sure to clarify alpha and numerical characters that can be confusing (i.e. 1 or l).
  - Your first selection available will be produced.
- *There are no restrictions on the number of special license plates you may obtain, however your name or your spouses must be on the title as either owner or lessee.*
- *Include a copy of your personal property tax receipt or affidavit from assessor if your registration is expiring within 60 days of application.*
- *Please send this application and correct fees (use table below), payable to WV Division of Motor Vehicles to the address listed below, or visit any DMV regional office.*

**Attention:**  
**DMV Commissioner's Office**  
PO Box 17300  
Charleston, WV 25317

Present Plate Detail	Total Fees
Personalized Plate or Plate Begins with 1	\$66.50
THE PLATES BELOW INCLUDE A \$5.50 EXCHANGE FEE IN THE TOTAL.	
Plate Begins with 2	\$68.13
Plate Begins with 3	\$65.75
Plate Begins with 4	\$63.38
Plate Begins with 5	\$61.00
Plate Begins with 6	\$58.63
Plate Begins with 7	\$56.25
Plate Begins with 8	\$53.88
Plate Begins with 9	\$51.50
Plate Begins with O	\$49.13
Plate Begins with N	\$46.75
Plate Begins with D	\$44.38

*Your fee is based on the expiration of your present license plate.  
Use the first letter or number of your license plate to calculate the total fee from the chart above.*

*Your license plate will expire January 1st, renewing your plate will cost \$66.50 each year.*

**PLEASE ALLOW 2 - 4 WEEKS FOR DELIVERY.**