



# APPLICATION FOR RENEWAL OR RENEWAL AND REPLACEMENT OF DEALER REGISTRATION PLATES

**For Department Use Only**  
 Bureau of Motor Vehicles • P.O. Box 68283 • Harrisburg, PA 17106-8283

**NAME AND/OR ADDRESS CANNOT BE CHANGED ON THIS APPLICATION.**

<b>A DEALER INFORMATION</b>			
Dealer/Business Partner Identification Number	FEIN#	Registration Plate Number	Business Phone Number
Name of Business (exactly as it appears on your dealer authorization card)		Email Address	Alt. Phone Number
Business Street Address		City	State      Zip Code

<b>B LIST REGISTRATION PLATES TO BE RENEWED - All of your dealer registration plates must have the same expiration date. See reverse side for fees.</b>											
REGISTRATION PLATES					REGISTRATION CARDS						
Registration Plate #	X	Renewal Fee		=	Registration Plates Subtotal	+	# of Duplicates Requested	X	Fee	=	Registration Cards Subtotal
		One-Year	Two-Year								
	X			=		+		X	2.00	=	
	X			=		+		X	2.00	=	
	X			=		+		X	2.00	=	
	X			=		+		X	2.00	=	
	X			=		+		X	2.00	=	
<b>Registration Plates Subtotal:</b>											
<b>+ Registration Cards Subtotal:</b>											
<b>= Total Fees Due:</b>											

<b>C LIST REGISTRATION PLATES TO BE RENEWED AND REPLACED - All of your dealer registration plates must have the same expiration date. See reverse side for fees.</b>													
REASON: <input type="checkbox"/> *Lost <input type="checkbox"/> *Stolen <input type="checkbox"/> Defaced <input type="checkbox"/> Never Received <input type="checkbox"/> Other: _____      * If the registration plate is lost or stolen, it must be reported to the State Police or your local law enforcement office.													
Law Enforcement Station Name				Station Telephone Number				Incident Number		Date of Incident			
REGISTRATION PLATES						REGISTRATION CARDS							
Registration Plate #	X	Renewal Fee		+	Replacement Fee	=	Registration Plates Subtotal	# of Duplicates Requested	X	Fee	=	Registration Cards Subtotal	
		One-Year	Two-Year										
	X			+	11.00	=		+		X	2.00	=	
	X			+	11.00	=		+		X	2.00	=	
	X			+	11.00	=		+		X	2.00	=	
	X			+	11.00	=		+		X	2.00	=	
	X			+	11.00	=		+		X	2.00	=	
<b>Registration Plates Subtotal:</b>													
<b>+ Registration Cards Subtotal:</b>													
<b>= Total Fees Due:</b>													

<b>D INSURANCE INFORMATION - Must provide acceptable proof of insurance for each registration plate. NOTE: See insurance instructions on reverse.</b>			
Insurance Company Name	Policy Number	Policy Effective Date	Policy Expiration Date

<b>E CERTIFICATION</b>		
I/We certify under penalty of law that the information contained herein is TRUE and CORRECT. <b>WARNING:</b> Misstatement of fact is a misdemeanor of the third degree punishable by a fine of up to \$2,500 and/or imprisonment up to 1 year (18 Pa.C.S., Section 4904[b]).		
_____ Printed Name of Owner	_____ Printed Name of Co-Owner (if any)	
_____ Signature of Owner	_____ Signature of Co-Owner (if any)	_____ Date

- New and used vehicle dealers with a Dealer/Business Partner Identification Number must attach a copy of their current lot license.
- Transporter registration renewal must include copies of all active contracts with registered dealers or manufacturers to regularly transport new or used vehicles, which are owned by or in the possession of said dealer or manufacturers, on their own wheels.

## INSTRUCTIONS

1. Sections A, B and/or C, D and E must be completed. All of your dealer registration plates must have the same expiration date.  
**NOTE:** Section C is required to be completed for all renewal and replacement registration plate requests.
2. Provide a copy of the front and back of a government issued photo identification credential for each owner, partner or corporate officer.
3. When PennDOT is issuing a Dealer/Miscellaneous Motor Vehicle Business (MMVB) registration plate, a copy of one of the following acceptable proofs of insurance must be submitted. In addition, Title 67, Chapter 53.3(b)(iii) requires a certificate of insurance or a statement from an insurance carrier authorized to do business in this commonwealth, on its letterhead, that indicates **the applicant has sufficient liability insurance to cover as many vehicles as the number of registration plates applied for:**
  - a. An insurance identification card;
  - b. The declaration page of an insurance policy or a copy thereof;
  - c. A copy of a valid binder of insurance which contains all of the information required to appear on the I.D. card, excluding the policy number, and is signed by a licensed insurance agent or broker; or,
  - d. A copy of an application for insurance to the Pennsylvania Automobile Insurance Plan (PAIP) which contains all of the information required to appear on the I.D. card, excluding the policy number, and is signed by a licensed insurance agent or broker.

A copy of one of the items listed above must be attached to the application.  
If no proof of insurance is provided, the application will be rejected.
4. Dealer registration plates may be personalized. Should you choose to personalize your dealer registration plate, please complete and attach Form MV-904D, "Application for Personalized Dealer Registration Plate," to this application. **NOTE:** There is an additional \$108 fee required with personalization requests.
5. Make check or money order payable to the Commonwealth of Pennsylvania, including any fee for duplicate registration cards. **DO NOT SEND CASH.**
6. Mail to: Bureau of Motor Vehicles, Dealer Registration Unit, P.O. Box 68283, Harrisburg, PA 17106-8283.

## FEES

- ◆ New/Used Vehicle, Trailer, Utility, Miscellaneous Motor Vehicle Business, and Special Mobile Equipment or Implement of Husbandry Dealer - Registration Fee: One-year fee: \$56; Two-year fee: \$112 (Monthly fee - \$4.67).
- ◆ Motorcycle Dealers - Registration Fee: One-year fee: \$28; Two-year fee: \$56 (Monthly fee - \$2.33).
- ◆ MOPED - Registration Fee: One-year fee: \$15; Two-year fee: \$30 (Monthly fee - \$1.25).