



Application Instructions

1. Print out the application form.
2. Fill out *Section A* only (highlighted in yellow).
3. Then sign the application in *Section D* (highlighted in yellow).
4. Make check payable to 'AFSCME Council 13' in the amount of \$30.
5. Mail check and application to:

AFSCME Council 13
Public Relations Department
4031 Executive Park Drive
Harrisburg, PA 17111-1507

**Note: DO NOT SEND APPLICATION DIRECTLY TO PENNDOT —
DO NOT USE A MESSENGER SERVICE**

6. Please allow 6—8 weeks for delivery to your home.
7. Any further questions, please call 1-888-782-1323.



Frequently Asked Questions

1. **What is the fee?** Members pay the entire amount (\$30, which covers the PennDOT application fee; the manufacturing costs; and includes a \$6 donation to PAL) directly to AFSCME Council 13.
2. **Can I get a personalized AFSCME license plate?** Plates are issued in sequential order only and cannot be personalized in any manner.
3. **What about my handicap license plate?** Specialty plates cannot add a handicap insignia; however, the hanging placard will afford you the same privileges as the disability plate.
4. **My registration is up in May. Do I renew my registration?** Do not let your registration lapse! Renew your registration as normal. Purchasing this plate does not automatically renew your registration. You will not be paying twice by paying for this specialty plate, as the \$30 is the total fee for the plate and does not affect your registration. When your new plate arrives, it will have a new registration card and sticker with your expiration date. It does not matter where in the vehicle registration cycle that you get this plate.
5. **How long until I get my AFSCME license plate?** Since the plates are made in consecutive order as applications are submitted, and are not pre-made — once PennDOT receives an application it takes about 6 weeks until the plate arrives in your mailbox.
6. **I'm being promoted to a management job in July. Can I keep my AFSCME license plate?** Members who drop out; leave employment, etc. must return their plates to PennDOT, fill out a form MV-44 and pay a fee of \$7.50 for re-issue of a regular plate.
7. **My car was stolen and I lost my AFSCME license plate. Can I get my old plate number?** No specialty plates will be duplicated if lost — you will need to reapply. No fees will be refunded if applicant cancels request after order is placed.

MV-904SP (11-05)

Commonwealth of Pennsylvania
 Bureau of Motor Vehicles
 Special Tag Unit
P.O. Box 68293
 Harrisburg, PA 17106-8293

**APPLICATION FOR
 SPECIALTY
 REGISTRATION PLATE**

Fee: \$20.00

(PLUS ANY ADDITIONAL FEES CHARGED BY THE ORGANIZATION)

▲ FOR DEPARTMENT USE ONLY ▲

A VEHICLE DESCRIPTION AND APPLICANT INFORMATION (complete this section exactly as information appears on current registration card)						
TITLE NUMBER		CURRENT REG. PLATE #		CURRENT EXPIRATION	MAKE OF VEHICLE	YEAR
LAST NAME		JR., etc.	FIRST NAME	MIDDLE INIT.	TELEPHONE NUMBER HOME () _____ WORK () _____	
STREET ADDRESS - Must list a street address. P.O. Box # alone is not acceptable.				CITY	STATE	ZIP CODE
In conjunction with replacement of your plate, you will receive one registration card. If additional registration cards are desired, the fee is \$1.50 for each card.					How many extra registration cards do you want? _____	
B TO BE COMPLETED BY ORGANIZATION						
NAME OF ORGANIZATION: AFSCME Council 13						
NAME OF ORGANIZATION, CHAPTER, POST, LODGE, EMPLOYER, etc.					TELEPHONE NUMBER (717) 564-9312	
STREET ADDRESS 4031 EXECUTIVE PARK DRIVE			CITY HARRISBURG		STATE PA	ZIP CODE 17111
C TO BE COMPLETED BY ORGANIZATION OFFICIAL (see special instructions below)						
I certify that the individual named in Section A is a member in good standing of the organization listed in Section B:						
NAME OF ORGANIZATION OFFICIAL PATRICIA BAUER			TITLE PUBLIC RELATIONS DIR.		SIGNATURE X	
D I CERTIFY THAT ALL INFORMATION GIVEN ON THIS APPLICATION IS TRUE AND CORRECT AND THAT WHEN I CEASE TO BE A MEMBER OF THE ABOVE NAMED ORGANIZATION, I WILL IMMEDIATELY RETURN THE REGISTRATION PLATE TO THE DEPARTMENT OF TRANSPORTATION.						
X _____			APPLICANT'S SIGNATURE IN INK		DATE	

GENERAL INFORMATION REGARDING A SPECIALTY PLATE

- This application, with Sections A and D completed in full, must be returned to the organization official for submission to the Department. No applications sent directly to the Department by the organization member will be processed. All applications must be sent to the Department by the organization.
- The applicant listed in Section A must be a registered owner of the vehicle as indicated on the vehicle's registration credential. If the vehicle is a leased vehicle, Form MV-1L, "Application for Lessee Information", must be completed and attached. (Note: Form MV-1L is available on our website at www.dmv.state.pa.us.)
- Fee required with this application is \$20.00. The participating organizations may charge additional fees to offset the cost of plate production and a contribution to the organization. Please contact the organization representative for correct payment method. DO NOT SEND CASH.
- No specialty plate will be duplicated. If your plate is lost, stolen or defaced you will need to reapply for a specialty plate by completing this application and submitting with the appropriate fees. Should you need an immediate replacement plate, please complete and submit Form MV-44, "Application for Duplicate Registration Card, Replacement of Registration Plate, Renewal Sticker or Weight Class Sticker" and and submitting a fee of \$7.50. A standard issued plate will be issued until the replacement specialty plate can be provided. (Note: Form MV-44 is available on our website at www.dmv.state.pa.us.)
- Requests for specialty registration plates are restricted to passenger vehicles, trucks and motorhomes with a registered gross weight of not more than 9,000 lbs. **Motorcycles and trailers do not qualify for specialty registration plates.**
- NO REFUND OF FEE will be issued when applicant cancels request after order is placed.
- When the applicant ceases to be a member in the organization as listed in Section B, the registration plate must be returned to the Department. Complete Form MV-44 and submit a fee of \$7.50 for reissue of a regular series registration plate.
- Specialty plates are issued in number sequence only and may not be personalized.
- To avoid possible problems with citations with your old registration plate, return it to: Department of Transportation, Bureau of Motor Vehicles, Return Tag Unit, P.O. Box 68597, Harrisburg, PA 17106-8597 after you have received your special organization plate.
- Please allow 4-6 weeks for delivery.
- If applying for a Fraternal Order of Police plate, the PA State Lodge seal and the PA State Lodge Recording Secretary signature must be affixed to this application.