

**MV-904SO (02-04)**

**APPLICATION FOR  
SPECIAL ORGANIZATION  
REGISTRATION PLATE**

Commonwealth of Pennsylvania  
Department of Transportation  
Bureau of Motor Vehicles  
**P.O. Box 68266**  
Harrisburg, PA 17106-8266

**Fee: \$20.00**

**▲ 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 - <b>Must list a street address. P.O. Box # alone is not acceptable.</b>				CITY	STATE	ZIP CODE

**In conjunction with replacement of your plate, you will receive one registration card.** How many extra registration cards do you want? \_\_\_\_\_  
**If additional registration cards are desired, the fee is \$1.50 for each card.**

**B TO BE COMPLETED BY ORGANIZATION**

**NAME OF ORGANIZATION:**

NAME OF ORGANIZATION CHAPTER, POST, LODGE, EMPLOYER, etc.		TELEPHONE NUMBER ( )	
STREET ADDRESS	CITY	STATE	ZIP CODE

**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	TITLE	SIGNATURE <b>X</b>
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**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 SPECIAL ORGANIZATION REGISTRATION PLATE**

- **The applicant listed in Section A must be a registered owner of the vehicle as indicated on the vehicles registration credential.** If the vehicle is a leased vehicle, Form MV-1L, "Application for Lessee Information", must be completed and attached.
- Fee required with this application is \$20.00. Payment is to be made by check or money order payable to "Commonwealth of Pennsylvania". **DO NOT SEND CASH.**
- No special organization registration plate will be duplicated. If your plate is lost, stolen or defaced, we will reissue you the next available plate in our series for \$7.50. To apply for replacement, complete Form MV-44 and submit the required fee.
- Requests for special organization 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 special organization registration plates.**
- **NO REFUND OF FEE** will be issued when applicant cancels request after order is placed.
- This application, completed in full, along with a check or money order should be mailed to: Bureau of Motor Vehicles, Special Organization Plate Program, P.O. Box 68266, Harrisburg, PA 17106-8266.
- When the applicant ceases to be a member in the organization or ceases to be a notary public 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.
- All telephone numbers will be held in confidence and used only in the event of a problem with your application.
- Special organization plates are in 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.

**SPECIAL INSTRUCTIONS - SECTION C**

- If applicant is a notary applying for a notary public plate, the applicant's notary seal must be affixed in this section instead of an official's signature.
- If applying for a Fraternal Order of Police plate, the Lodge seal must be affixed to this application.