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DEPARTMENT OF TRANSPORTATION

Driver and Vehicle Services Update

Bureau of Motor Vehicles – Research and Support Operations Section

P.O. Box 68031, Harrisburg, PA 17106-8031

This bulletin may be downloaded by visiting the Driver and Vehicle Services website at www.dmv.state.pa.us

BULLETIN NO. 13-04

April 2013

- Incomplete Applications
- Pennsylvania Zoological Council Special Fund Registration Plate

INCOMPLETE APPLICATIONS

It has come to our attention that agents continue to submit applications with incomplete information. This is a reminder that all information requested on motor vehicle applications must be completed prior to submission.

An example of consistent missing information is the agent information found in Section G of Form MV-1, Section F of Form MV-4ST or Section B of Form MV-120. This includes the date the agent verified insurance, agent's name, dealer identification number (DIN), signatures and telephone number, if the agent issued registration and/or verified insurance. If the agent did not verify insurance, the date area would remain blank; however, the agent information would still be completed.

As an agent you are responsible to review the application for accuracy and completeness before submission and applications containing incomplete or inaccurate information should not be submitted. Incomplete paperwork will be subject to rejection.

PENNSYLVANIA ZOOLOGICAL COUNCIL SPECIAL FUND REGISTRATION PLATE

PennDOT is proud to announce the issuance of a newly designed Pennsylvania Zoological Council registration plate. We worked closely with the Zoological Council to update the design of the license plate.

The zoological registration plate is the second full canvas color plate to be converted to reflect the "Family of Plates" color scheme of blue, white, and yellow with the words "Support Your Zoo" printed at the bottom of the plate. A picture of a Siberian Tiger appears in an approximate 3" x 3" canvas area on the left side of the plate using graphic printing that offers color and intricate detail.

The full color canvas registration plate continues to be a valid registration plate. Vehicle owners who currently have the full colored canvas plate and wish to obtain the newly designed plate may request the new plate by completing the revised Form MV-911 and submitting it with a fee of \$35. The revised Form MV-911 is available on our website at www.dmv.state.pa.us.

**AGENTS ARE REQUIRED TO ENSURE ALL OF THEIR EMPLOYEES RECEIVE PENNDOT'S DRIVER
AND VEHICLE SERVICES UPDATE BULLETINS**