



Pennsylvania  
Department of Transportation



BMV Fees

# APPLICATION FOR DUPLICATE OR REPLACEMENT OF APPORTIONED REGISTRATION CREDENTIALS

(The space above is for Department use only)  
Bureau of Motor Vehicles • P.O. Box 68286 • Harrisburg, PA 17106-8286

## CHECK (✓) PROPER BLOCK

- ☐ Application for Duplicate Registration Card(s) - Complete Sections A, B and either C or D.
- ☐ Replacement of Registration Plate - Complete Sections A, B and either C or D. **NOTE: Section D must be completed for all replacement registration plate requests and all products that were not received in the mail within 90 days of original issuance date.**

| <b>A APPLICANT AND VEHICLE INFORMATION AS LISTED ON CURRENT REGISTRATION CARD</b>  |                  |                |                               |                           |                                 |
|--|------------------|----------------|-------------------------------|---------------------------|---------------------------------|
| ARP Account Number   | Equipment Number | Title Number   | Vehicle Identification Number | Registration Plate Number | Expiration Date<br>MO:      YR: |
| <input type="checkbox"/> If requesting replacements for the entire fleet, check here:  | Equipment Number | Title Number   | Vehicle Identification Number | Registration Plate Number | Expiration Date<br>MO:      YR: |
|  | Equipment Number | Title Number   | Vehicle Identification Number | Registration Plate Number | Expiration Date<br>MO:      YR: |
|  | Equipment Number | Title Number   | Vehicle Identification Number | Registration Plate Number | Expiration Date<br>MO:      YR: |
|  | Equipment Number | Title Number   | Vehicle Identification Number | Registration Plate Number | Expiration Date<br>MO:      YR: |
| Last Name (or Full Business Name)  |                  | First Name     |                               | Middle Name               |                                 |
| Co-Owner Last Name   |                  | First Name     |                               | Middle Name               |                                 |
| If you wish to have your registration card(s) emailed to the email address listed upon payment, check (✓) here: <input type="checkbox"/>                                 |                  |                | Email Address                 |                           |                                 |
| <b>Owner's Change of Address</b><br><br><input type="checkbox"/> If changing address, acceptable proof of change must be provided. Proof must be attached - SEE REVERSE. |                  | Street Address |                               |                           |                                 |
|  |                  | City           | State                         | Zip Code                  |                                 |

  

| <b>B APPLICATION FOR DUPLICATE CAB CARD(S) OR REPLACEMENT OF PRODUCT - Check (✓) appropriate blocks.</b>   |  |
|--|--|
| <input type="checkbox"/> Cab Card <span style="margin-left: 100px;"><input type="checkbox"/> Registration Plate</span>   |  |
| <p><b>REASON:</b>   <input type="checkbox"/> *Lost   <input type="checkbox"/> *Stolen   <input type="checkbox"/> Defaced   <input type="checkbox"/> Never Received   No fee is due if product was never received in the mail within 90 days from the original issuance date.   <input type="checkbox"/> Other: _____</p> <p style="text-align: center;"><b>* If the registration plate is lost or stolen, it must be reported to the State Police or your local law enforcement office.</b></p> <p><b>NOTE: Cab Card:</b> There is a fee for replacement registration cards. If additional registration cards are desired, there is an additional fee for each replacement registration card. Number of duplicate registration cards requested: _____.</p> <p><b>Registration Plate:</b> There is a fee for a replacement registration plate. In conjunction with replacement of your registration plate, you will receive one registration card. If additional registration cards are desired, there is an additional fee for each card. Number of duplicate registration cards requested: _____.</p> |  |

  

| <b>C APPLICANT(S) SIGNATURE</b>  |
|--|
| <p>I/We hereby certify under penalty of law that ALL information contained herein is TRUE and CORRECT and that I/we understand that any misstatement of fact is a misdemeanor of the third degree punishable by a fine up to \$2,500 and/or imprisonment up to 1 year (18 Pa.C.S. Section 4904[b]).</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 40%; border-bottom: 1px solid black; text-align: center;">Signature of Applicant or Authorized Signer</div> <div style="width: 40%; border-bottom: 1px solid black; text-align: center;">Signature of Co-Applicant/Title of Authorized Signer</div> <div style="width: 20%; border-bottom: 1px solid black; text-align: center;">Date</div> </div> |

  

| <b>D UNSWORN DECLARATION - Complete only if replacement registration plate is requested or if applicant is entitled to free re-issuance because original registration card was never received in the mail and application is being made within 90 days of original issuance or replacement.</b>   |
|---|
| <p>I/We declare under penalty of perjury under the law of the Commonwealth of Pennsylvania, that the foregoing is true and correct, and that application was made for the above product.</p> <p>Furthermore, I/we state that I/we have read and signed this application after its completion, and I/we swear or affirm that the statements made herein are true and correct, and that any statement made on or pursuant to this application is subject to the penalties of 18 Pa.C.S. Section 4904 (relating to unsworn falsification), which include criminal prosecution and a term of imprisonment, the maximum of which may be one year [18 Pa.C.S. 4904(b)], or up to two years [18 Pa.C.S. 4904(a)]. In addition to any other penalty, a person convicted under this section shall be sentenced to pay a fine of at least \$1,000 [18 Pa.C.S. 4904(d)].</p> <p>Signed on the _____ day of _____, _____ at _____, _____ (county or other location, and state), _____ (country).</p> <div style="display: flex; justify-content: space-between; margin-top: 20px;"> <div style="width: 45%; border-bottom: 1px solid black; text-align: center;">Printed Name of Applicant/Authorized Signer</div> <div style="width: 5%; border-bottom: 1px solid black; text-align: center;">( )</div> <div style="width: 50%; border-bottom: 1px solid black; text-align: center;">Signature of Applicant /Authorized Signer</div> </div> <div style="display: flex; justify-content: space-between; margin-top: 10px;"> <div style="width: 45%; border-bottom: 1px solid black; text-align: center;">Title of Authorized Signer</div> <div style="width: 5%;"></div> <div style="width: 50%; border-bottom: 1px solid black; text-align: center;">Telephone number</div> </div> |

## GENERAL INSTRUCTIONS

1. This form requires a fee. Please review the instructions below carefully prior to submitting the application. For a complete listing of motor vehicle fees, refer to [Form MV-70S, "Bureau of Motor Vehicles Schedule of Fees,"](#) found on our website at [www.pa.gov/dmv](http://www.pa.gov/dmv) or scan the QR code on the front of this application. **Payment is to be made by check or money order payable to the Commonwealth of Pennsylvania. DO NOT SEND CASH.**
2. Complete applicant and vehicle information exactly as it appears on current registration card. Print address change in space provided, if applicable. **NOTE:** A legible photocopy of the applicant's valid photo identification (front and back) must be attached.

When a change of address occurs on an existing Pennsylvania apportioned account, three identifying documents are required to accompany this application as follows:

**An individual must provide the front and back copy of their Pennsylvania Driver's License and 2 of the following:**

- a. Photocopy of utility bill (electric, gas, water or cable)
- b. Photocopy of stamped paid HVUT 2290 Tax Receipt or IRS E-File Receipt
- c. Photocopy of real estate or personal property tax statement
- d. Photocopy of a valid Pennsylvania Certificate of Title or registration credentials
- e. Photocopy of valid county-issued weapons permit

**A business must supply proof of corporate documents filed with the Pennsylvania Department of State and 2 of the following:**

- a. Photocopy of utility bill (electric, gas, water or cable)
- b. Photocopy of stamped paid HVUT 2290 Tax Receipt or IRS E-File Receipt
- c. Photocopy of real estate or personal property tax statement
- d. Photocopy of a valid Pennsylvania Certificate of Title or registration credentials

**NOTE:** A change of address will produce registration cards for the entire fleet.

**NOTE:** If you wish to have your registration card(s) emailed upon payment, check the box at the bottom of Section A.

3. Indicate number of duplicates desired in Section B.
4. When applying for a replacement apportioned registration plate, the owner and the co-owner's signature must be self-certified in Section D. If the vehicle is owned by a company or a corporation, a letter is required on company letterhead identifying the person who is authorized to sign in Section D to receive the replacement registration plate on behalf of the business. If the replacement registration plate is mailed to the company/corporation, the only requirement is a letter on business letterhead authorizing the representative for the company/corporation to sign in Section D. This letter must be attached to the application before submitting to PennDOT. In addition, the authorized agent is required to maintain a copy of the letter on company letterhead authorizing a person to sign in Section D and/or pick up the registration plate for the company/corporation for three years.
5. Complete Section D if this application is made within 90 days from date of original issue and the registration card or registration plate was never received due to loss in the mail. No fee is required.
6. Make check or money order payable to the Commonwealth of Pennsylvania and mail to the address listed on the front of the application. **DO NOT SEND CASH.**
7. Apportioned registration plates may be available as a personalized registration plate for vehicles with a registered gross weight up to **14,000 lbs.** To check personalized registration plate availability, visit PennDOT's Driver and Vehicle Services website, [www.pa.gov/dmv](http://www.pa.gov/dmv), and select Vehicle Services then Registration Plates and select [Personalized Registration Plates](#). Should you choose to personalize your apportioned registration plate, please complete this application and attach a completed [Form MV-904C, "Application for Personalized Commercial Registration Plate."](#) There is an additional fee to personalize your registration plate, and the registration on your vehicle must be current in order for PennDOT to process your request. **The additional fee covers the cost of your personalized registration plate order only and will not renew your vehicle's registration.** Payment is to be made by a separate check or money order payable to the Commonwealth of Pennsylvania. **PLEASE DO NOT SEND CASH.** Personalized registration plates will not be reserved until PennDOT receives payment and a completed application, and approves your requested registration plate configuration [number(s) and/or letter(s)]. Please note that registration plate requests are processed on a first-come, first-served basis. Although a requested registration plate configuration may show as being available on the website, it is possible that a request for the same registration plate configuration may have already been submitted by another customer and may not be available when making application.