

# APPLICATION FOR REPLACEMENT LICENSE PLATE, VALIDATION DECAL OR PARKING PERMIT

(Instructions on Reverse Side)

## 1 REPLACEMENT TYPE REPLACEMENT REASON

Check applicable box below:

- License Plate
- Decal
- License Plate and Decal
- Disabled Person Long-Term Parking Permit
- Disabled Person Temporary Parking Permit

Check applicable box below:

- Damaged
- Defaced
- Lost
- Lost-in-transit
- Stolen
- Surrendered/Seized
- Voluntary

**Please contact your Local County Tax Collector's Office or License Plate Agency for fee information.**

## 2 OWNER / APPLICANT IDENTIFICATION

Owner's Name \_\_\_\_\_ Owner's Sex \_\_\_\_\_ Date of Birth \_\_\_\_\_  
(For company, show "C" for sex) (Or Month of Expiration)

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Lessee's Name \_\_\_\_\_ Lessee's Sex \_\_\_\_\_ Date of Birth \_\_\_\_\_  
(For company, show "C" for sex) (Or Month of Expiration)

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

1st Owner D/L Number \_\_\_\_\_ 2nd Owner D/L Number \_\_\_\_\_

## 3 VEHICLE INFORMATION

Vehicle Identification Number \_\_\_\_\_ Year \_\_\_\_\_ Make \_\_\_\_\_ Color \_\_\_\_\_ Type \_\_\_\_\_ Title Number \_\_\_\_\_

Previous License Plate Number \_\_\_\_\_ Previous Decal Number \_\_\_\_\_ Previous Parking Placard Number \_\_\_\_\_

## 4 ATTESTMENT

(CHECK WHEN APPLICABLE)

License Plate  Decal  Parking Permit was reported stolen to the  Police Department or  Sheriff's Office

I hereby certify under the penalty of perjury that the previous license plate(s), decal(s) and/or permit(s) listed in Section 3 is/are no longer in my possession for the reason checked in Section 1. All information herein is true and correct to the best of my knowledge.

Owner/Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

License Plate, Decal, Parking Permit Number \_\_\_\_\_ surrendered to tax collector \_\_\_\_\_  
County \_\_\_\_\_ Agency \_\_\_\_\_

Signature of Agency Personnel \_\_\_\_\_ Date \_\_\_\_\_

## PROCEDURES AND INSTRUCTIONS

### **Provision of Law:**

Section 320.0607, Florida Statutes, provides for the replacement of license plates and validation decals when the original license plate or decal has been lost, stolen, defaced, damaged or lost in transit.

### **Application Requirements for a Replacement License Plate, Decal or Parking Permit:**

Application for a replacement license plate, validation decal or parking permit should be submitted to the local county tax collector's office or license plate agency for processing. **However, if the application is for a "special license plate" not issued in the tax collector's office or license plate agency, it must be submitted to the Division of Motor Vehicles, Direct Mail & Title Correction Section, MS# 72, Neil Kirkman Building, Tallahassee, FL 32399.**

1. Form HSMV 83146, Application for Replacement License Plate, Validation Decal, or Parking Permit, accurately completed, by the owner/lessee.
2. Contact your local county tax collector's office or license plate agency for fee information.
3. A copy of the Florida vehicle registration certificate should be submitted for verification purposes.

### **Types of Replacement License Plates**

#### **Voluntary Replacement at time of Renewal:**

An owner may, at any time during the registration period, replace a license plate; decal or parking permit. The replacement license plate fee is required in addition to the regular registration renewal fee, if the registration has expired.

#### **Damaged:**

**A damaged license plate is when the license plate has sustained physical damage.**

***Example: A boat trailer struck the license plate and dented the letters or numbers, customer has waxed or pressure-washed the letters off of the license plate, etc.***

Replacement fees are required, **unless** law enforcement has issued a citation to the customer. If a citation has been issued, the owner must surrender the damaged license plate to a local county tax collector's office or license plate agency (along with a copy of the citation) to obtain a replacement at no fee.

#### **Defaced:**

**A defaced license plate is when the license plate has not sustained physical damage, but is unreadable for some other reason.**

***Example: The sun has faded the letters or numbers on the license plate.***

Replacement fees are required, **unless** law enforcement has issued a citation for the defaced license plate. The owner must surrender the defaced license plate to a local county tax collector's office or license plate agency (along with a copy of the citation) to obtain a replacement at no fee.

#### **Lost (not stolen):**

Replacement fees are required.

**NOTE:** A lost personalized license plate may be issued with the same characters.

#### **Lost in Transit:**

License plates, decals or parking permits lost in the mail may be replaced at no fee, if the application is made within 180 days from the date of issuance.

#### **Stolen (not lost):**

The applicant must certify in Section 4, on the form HSMV 83146, that the item was reported to law enforcement as being stolen. The replacement will be issued at no charge.

**NOTE:** A personalized replacement license plate may be issued with the same characters if the law enforcement agency provides the applicant with a statement that such license plate has been removed from the FCIC and NCIC computer files.

#### **Surrendered or Seized:**

Applications for replacement of surrendered or seized license plates or parking permits must include a letter of clearance or a receipt from the Division of Driver License.