



BMV Fees

APPLICATION FOR SPECIAL ORGANIZATION REGISTRATION PLATE

PLEASE ALLOW 4-6 WEEKS FOR DELIVERY

(The space above is for Department use only)
Bureau of Motor Vehicles • PO Box 68266 • Harrisburg, PA 17106-8266

Please check (✓) the type of registration plate requested:

Passenger Car

Tag Type: MQ

A VEHICLE DESCRIPTION AND APPLICANT INFORMATION - Complete this section exactly as information appears on current registration card.

Title Number	Registration Plate Number	Expiration Date	Make of Vehicle	Year
Last Name (or Full Business Name) First Name Middle Name		PA DL/Photo ID# or Bus. ID#	Date of Birth	Telephone Home: () _____ Office: () _____
Street Address - Must list a street address. P.O Box # alone is not acceptable.		City	State	Zip Code

NOTE: In conjunction with replacement of your registration plate, you will receive one registration card. If additional registration cards are desired, the fee is \$2 for each card. **Number of duplicate registration cards requested @ \$2 each:** _____

B TO BE COMPLETED BY ORGANIZATION OFFICIAL

NAME OF ORGANIZATION: *Spay and Neuter Assistance Program, Inc.* **TAG TYPE:** *MQ*

Name of Organization, Chapter, Post, Lodge, Employer, etc.

Street Address City State Zip Code

C TO BE COMPLETED BY ORGANIZATION OFFICIAL - See special instruction on reverse.

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

SPAY/NEUTER LICENSE APPLICATION INSTRUCTIONS:

Note: You will need your PA Registration and PA Driver's License to complete the Application. Plates are issued in sequential number order. You may not request a specific number for your license.

Allow 4-6 weeks for delivery. Plates are made per order and not in advance which accounts for the length of processing time.

- Hard copy submission of the Application form is required for processing. If you do not have a hard copy, you can print the "Application for Special Organization Registration Plate" form from the website: <http://www.snapofpa.org/licenseplate.html>
- Complete all information in Section A, Sign and Date in Section D.** (SNAP will complete sections B & C.)
- The Fee for your Spay/Neuter Plate is \$68.00.**
Please Note: This amount covers **only** the cost of the license plate itself. The expiration date from your current registration (and license plate) follows the new Spay/Neuter License Plate and remains the same. Ordering your Spay/Neuter plate will NOT change when your registration expires.
- Please make check payable to: Spay Neuter Assistance Program, Inc in the amount of \$68.00 and send with the completed Application to the address listed below.** Electronic payments require that a screenshot of your payment be submitted with the application in lieu of a check. Additionally, the applicant must pay all fees associated with the transaction.

NOTE: These plates are ONLY available by submitting this form and payment directly to Spay Neuter Assistance Program. Your application will be rejected and returned to you if sent directly to the Department of Transportation.

Spay Neuter Assistance Program, Inc.
7542 Lakeside Drive
Harrisburg PA 17112-4212

NO REFUNDS will be issued for a cancellation request after the order for the plate is placed.

D APPLICANT SIGNATURE

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 PennDOT.

Applicant's Signature in Ink Date

THANK YOU FOR ORDERING! YOU HAVE HELPED MAKE A DIFFERENCE!

GENERAL INFORMATION REGARDING A SPECIAL ORGANIZATION REGISTRATION PLATE

- **PLEASE ALLOW 4-6 WEEKS FOR DELIVERY.**
- **This application**, with Sections A, D (if applicable), and E, completed in full, **must be returned to the organization official for submission to PennDOT.** No applications sent directly to PennDOT by the organization member will be processed. The organization must complete Sections B and C. **NOTE:** Only applications for Volunteer Fire Fighter and Emergency Medical Services special organization registration plates may be mailed directly to PennDOT by the customer.
- To replace a lost, stolen or defaced registration plate that is damaged, but not beyond recognition, complete and submit [MV-44, "Application for Duplicate Registration Card or Replacement of Lost, Stolen or Defaced Registration Plate,"](#) along with a photograph or tracing of the registration plate for identification purposes. A registration plate is considered to be defaced when the registration plate is damaged by a specific incident such as a traffic accident, cutting, scraping or damaged caused by intense cleaning or harmful chemicals. There is a fee of \$13 to replace a defaced standard issue or specialty registration plate. If your registration plate is a personalized registration plate, it will be replaced with the same configuration as before at no cost. Personalized registration plates that are lost or stolen are not able to be replaced with the same configuration. If your personalized registration plate was lost or stolen, we will replace it with the same style of registration plate, however, customers will be required to select a new configuration. The registration plate will be produced with the new configuration if it is available. Please make sure to indicate that you are replacing a defaced personalized registration plate on the front of the MV-44. If an immediate replacement registration plate is needed while waiting for your replacement personalized registration plate, please complete and submit a second Form MV-44, and the replacement registration plate fee. A standard issue registration plate will be issued until the replacement personalized, lost or stolen registration plate can be provided. **NOTE:** The replacement personalized registration plate will take approximately 6-8 weeks to receive in the mail from the time PennDOT receives and processes the application. **Note:** The replacement standard issue registration plate will take 7-10 business days to receive in the mail from the time PennDOT receives and processes the application.
- To apply for a **free registration plate**, due to current plate being illegible, the vehicle owner should visit our website at www.dmv.pa.gov and take Form MV-46, "Application to Replace an Illegible Registration Plate," to any official Pennsylvania inspection station for verification that their registration plate is illegible OR have a law enforcement official verify the need for a replacement registration plate on Form MV-46. The vehicle owner is then responsible for signing and returning the completed Form MV-46 to PennDOT in order to receive a replacement registration plate free of charge. Your registration plate will be replaced with the next registration plate in the series and with the same style of registration plate you are replacing. If your registration plate is currently personalized, PennDOT will replace it with the same style and configuration as the registration plate you are replacing. If replacing your personalized registration plate, please attach a photograph or tracing of the registration plate for identification purposes. **If an immediate replacement registration plate is needed while waiting for your illegible personalized registration plate, please complete and submit [Form MV-44, "Application for Duplicate Registration Card or Replacement of Lost, Stolen or Defaced Registration Plate,"](#) and the replacement registration plate fee. A standard issue registration plate will be issued until the replacement personalized registration plate can be provided.** **NOTE:** The replacement registration plate will take approximately 6-8 weeks to receive in the mail from the time PennDOT receives and processes the application. **NOTE:** The replacement registration plate will take approximately 7-10 business days to receive in the mail from the time PennDOT receives and processes the application. Please allow 8-10 weeks for delivery of personalized plates.
- To apply for a never received product, the vehicle owner should visit our website at www.dmv.pa.gov and complete Form MV-50, "Application for Replacement of a Never Received Product." By law, customers are entitled to a free reissuance of a product they never received if an application for a never received product is submitted within 90 days of the original issuance date. If a customer submits the application outside of the 90 days, the customer must submit \$2 for each never received registration card requested and \$13 for each never received registration plate requested, along with this application.
- Requests for special organization registration plates are restricted to passenger vehicles, trucks with a registered gross weight of not more than **14,000 lbs.**, trailers, motorcycles and motor homes. **NOTE:** Motorcycle registration plates are only available if the organization has an approved motorcycle special organization registration plate.
- **NO REFUND** of the fee will be issued when an applicant cancels a request after the 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 PennDOT. Complete Form MV-44 and submit a fee of \$13 for the issuance of a regular series registration plate.
- Special organization registration plates are issued in number sequence unless requesting personalization in Section D.
- To avoid possible problems with citations with your old registration plate, return it to: Bureau of Motor Vehicles, Return Tag Unit, P.O. Box 68597, Harrisburg, PA 17106-8597 after you have received your special organization registration plate.

Visit us at www.dmv.pa.gov or call us at 717-412-5300. TTY callers — please dial 711 to reach us.