

Personalized Plate Reservation

See Form Below

Pursuant to C.R.S. 42-3-211(9), a person who has been issued personalized license plates may retain the unique combination of letters or numbers of such plate if the person no longer has the unique combination of letters or numbers registered to a motor vehicle and that personalized plate has not been used or issued to another individual. The license plate must have been registered to a vehicle owned by the applicant. The owner of the configuration must pay an annual non-refundable fee of \$25.00 to reserve this configuration until such time as the owner desires to register the reserved personalized plate to a vehicle.

The plate will remain reserved as long as the fee is paid each year. The personalized plate may be reserved for up to five years in increments of one year. Payment of \$25.00 for each year must be made. All payments are non-refundable even if the customer removes the reservation prior to expiration of year paid. A notice to renew the plate will not be issued by the Department or the Department's agent. It is the responsibility of the plate holder or the plate holder's agent to obtain and submit this form with the applicable fee.

If the personalized plate configuration is not renewed within one calendar month of the reservation period, the plate will become available for issuance.

Mail to:
Colorado Department of Revenue
Division of Motor Vehicles
Registration Section
P.O. Box 173350
Denver CO 80217-3350

Personalized Plate Reservation

Plate Configuration

Owner Name

Address (Please Print)

The personalized plate configuration can only be reserved by the vehicle owner if it has been previously registered to a motor vehicle in their name and not subsequently registered by another owner.

***Note:** You will not receive a renewal notice for this personalized plate configuration reservation. This reservation can be renewed annually until such time that the personalized plate is registered to a vehicle. If the personalized plate configuration is not reserved, the configuration will become available to other applicants for issuance.

No refunds will be granted for fees collected as a result of this process.

Signature

Date (MM/DD/YY)

Make check or money order payable to: **Colorado Department of Revenue**

The State may convert your check to a one time electronic banking transaction. Your bank account may be debited as early as the same day received by the State. If converted, your check will not be returned. If your check is rejected due to insufficient or uncollected funds, the Department of Revenue may collect the payment amount directly from your bank account electronically.

Account Number: 15-25571

Number of years

Total amount

Liability Code: **5900-800**

x \$25.00 =