

DEPARTMENT OF REVENUE

Division of Motor Vehicles – ~~Vehicle Services Title and Registration~~ Section

1 CCR 204-10

RULE 1. TEMPORARY SPECIAL EVENT LICENSE PLATES

Basis: This rule is promulgated under the authority of sections 42-1-102(24.5), 42-1-102(41.5), 42-1-204, 42-3-220, 42-3-301, 42-4-110, and 42-4-242, C.R.S.

Purpose: The purpose of this rule is to establish criteria for the issuance of Temporary Special Event License Plates and for the issuance and use of Temporary Special Event License Plates for Autonomous Vehicles.

1.0 Definitions

- 1.1 “Autonomous Vehicle” means a vehicle with an automated driving system as defined in section 42-1-102(7.7), C.R.S.
- 1.2 “Temporary Special Event” means a social gathering or activity that is temporary in nature, not to exceed sixty (60) calendar days in any 12-month period, that may be a one-time or an annual event having a limited or specific function, application, or scope.
- a. An applicant that has been authorized to operate an Autonomous Vehicle for demonstration or testing purposes as a Temporary Special Event may operate the Autonomous Vehicle in a Temporary Special Event status for a period greater than sixty (60) calendar days but not to exceed 12-months.
- 1.3 “Temporary Special Event License Plate” means a temporary special license plate valid for a limited time that is issued to a person or group of people in connection with a ~~Temporary~~ Special Event, ~~as it is defined in section 42-1-102(102.7), C.R.S.~~ “Temporary Special Event License Plate” does not mean a special plate for the purposes of ~~section 42-3-207, C.R.S.~~, Group Special License Plates issued pursuant to section 42-3-208, C.R.S, Alumni License Plates issued pursuant to section 42-3-214, C.R.S, or Distinctive Special License Plates ~~as defined in-~~ ~~issued pursuant to~~ section 42-~~13-102(24.5)213~~, C.R.S.

2.0 Application Process

- 2.1 Upon request the Department will provide an information packet which shall include: procedures for requesting a Temporary Special Event License Plate, guidelines for design criteria, guidelines for sales tax computation, a copy of the rules, and procedures outlining the Temporary Special Event License Plate process.
- 2.2 The Department will accept an application for a Temporary Special Event License Plate as completed by the requesting person or group of people, otherwise known as “applicant”.
- a. The application for an Autonomous Vehicle that will be operating as a Temporary Special Event for the purposes of demonstrations or testing will be the same as the application process for all other Temporary Special Events with the exception that the Temporary Special Event License Plate designed for Autonomous Vehicle demonstration and testing

will not be customized for the Temporary Special Event and will be designed solely by the Department.

3.0 Requirements and Process for Temporary Special Event License Plates

- 3.1 The Department may issue a Temporary Special Event License Plate(s) to an applicant ~~in connection with Temporary Special Event for vehicles listed for vehicles or Autonomous Vehicles that meet the criteria~~ in section 42-3-220(1), C.R.S., ~~or for an Autonomous Vehicle as defined in this rule and being operated for demonstration or testing purposes~~ and will be operated for demonstration and testing purposes in connection with a Temporary Special Event.
- ~~3.2 An applicant for a Temporary Special Event License Plate must submit to the Department the information required in section 42-3-220(2), C.R.S.~~
- 3.23 An application for a Temporary Special Event License Plate should be completed and submitted to the Department at least ninety (90) days prior to the start of the Temporary Special Event. Only applications on forms provided by the Department will be accepted. Temporary Special Event application fees shall be mailed directly to and be made payable to the Department of Revenue. A Temporary Special Event License Plate design fee shall be mailed directly to and be made payable to Colorado Correctional Industries.
- 3.34 A Temporary Special Event License Plate(s) will be issued only by the Department and are only valid when accompanied by a Letter of Authorization for Use of Temporary Special Event License Plates as issued by the Department for the dates and times as authorized in the letter. Each Temporary Special Event License Plate used for the Temporary Special Event shall have the associated Letter of Authorization present at all times that the Temporary Special Event License Plate is displayed on the vehicle.
- 3.45 A Temporary Special Event License Plate is issued only for the time period specifically stated on the Letter of Authorization. If the Temporary Special Event is held annually, an application must be submitted each subsequent year.
- 3.56 A previously issued Temporary Special Event License Plate may be authorized for subsequent use upon request by the applicant provided the plate is still legible and not damaged. If the request is approved by the Department, a new letter of authorization will be provided to the applicant. No additional fees will be collected. The organization must comply with all other requirements.
- 3.67 An applicant must pay the material fee required in section 42-3-301, C.R.S., and the Temporary Special Event application fee required in section 42-3-220, C.R.S., for each Temporary Special Event License Plate requested. Payment of the fees must be received by the Department prior to shipment of the Temporary Special Event License Plate(s).
- 3.78 A Temporary Special Event applicant may request that the Temporary Special Event License Plate(s) be mailed to them. The Department will not incur any mailing costs ~~and for mailing of the Temporary Special Event License Plate(s).~~ The applicant must ~~prepay pre-pay~~ for shipping of the Temporary Special Event License Plate(s).
- 3.89 A Temporary Special Event License Plate must be designed within the formats established by the Department. The Department shall have final approval authority of the design and reserves the right to:

- a. ~~Deny~~ any application request ~~of in~~ which the design may be considered offensive to good taste and decency or is misleading.
 - b. ~~Make any necessary adjustments to the plate design to make it compatible with License Plate Designs considered acceptable to Law Enforcement, Tolling Authorities, etc.~~
- ~~3.940~~ The Department will work directly with the applicant unless the applicant has designated a specific agent for the purpose of obtaining a Temporary Special Event License Plate. Designation of specific agent must be provided to the Department in writing by the applicant.
- ~~3.1044~~ It is the responsibility of the applicant to ensure that the vehicle(s) displaying a Temporary Special Event License Plate is maintained in a roadworthy condition.
 - a. With the exception of an Autonomous Vehicle, a vehicle displaying a Temporary Special Event License Plate must have the vehicle's² original issued license plate and registration receipt maintained within the vehicle any time the Temporary Special Event License Plate is displayed on the vehicle.
 - b. A vehicle that is donated by a dealer for use in the Temporary Special Event that is not currently registered must maintain within the vehicle proof of submittal of use tax paid by the donating dealership on the DR0100A Retail Sales Tax Return for Occasional Sales form any time the Temporary Special Event License Plate is displayed on the vehicle.
 - c. The Temporary Special Event License Plate must be affixed and displayed on the vehicle pursuant to section 42-3-202, C.R.S., except that a Temporary Special Event License Plate will not be issued or be required to display a year and month validation tab.
- ~~3.1142~~ Sample plates of the finished design will not be provided unless specifically requested. Upon request, the current material fee pursuant to section 42-3-301, C.R.S., per single plate will be charged to cover the materials used to produce the sample plate.
- ~~3.1243~~ Upon expiration of the Temporary Special Event, the ~~the~~ Temporary Special Event License Plate(s) must be removed from all motor vehicles and becomes the property of the applicant.
 - a. A Temporary Special Event Plate(s) issued to an Autonomous Vehicle must be returned to the Department upon the expiration of the demonstration or testing Temporary Special Event.
- ~~3.1344~~ A Temporary Special Event License Plate may only be displayed on vehicles during the approved Temporary Special Event dates as listed on the Department's authorization letter. Requests for adjustments to the Temporary Special Event dates must be made to the Department in writing at least one week prior to the start of the newly requested date(s).
- ~~3.1445~~ The Department will provide the letter of authorization, sample copies of the authorized Temporary Special Event License Plate, the completed application, vehicle information, and the Temporary Special Event applicant's contact information to the local law enforcement agencies for which the Temporary Special Event is being held. This notification will provide verification that the use of the Temporary Special Event License Plate(s) has been approved and authorized by the Department within the dates specified.
- ~~3.1546~~ A lost or stolen Temporary Special Event License Plate must be reported within seventy-two (72) hours to the Department and to local law enforcement by the applicant. A replacement plate will be subject to the required material fee pursuant to section 42-3-301, C.R.S., Remanufacture and

replacement of a Temporary Special Event License Plate will not be authorized until incident report paperwork from law enforcement is provided, **including a DR2283 Lost or Stolen License Plate/Permit Affidavit**, to the Department, by the applicant, stating the Temporary Special Event License Plate(s) ~~that~~ were lost or stolen.

NOTE: Lost or stolen configurations will be replaced with new and unique configurations.

3. ~~1647~~ A dealership or manufacturer must report and make a tax return and payment to the Department of Revenue, **Taxation** Division using DR0100A Retail Sales Tax Return for Occasional Sales form for sales tax on a taxable amount as determined by completion of the DR0100A for each vehicle that is donated for use and display of the Temporary Special Event License Plate. The Temporary Special Event applicant shall retain all proof of payment of the tax for compliance purposes and the Department shall not be required to validate proof of payment of the tax in order to authorize the Temporary Special Event.

4.0 Denied Applications and/or Revoked Temporary Special Event License Plates

- 4.1 The Department reserves the right to deny any application for a Temporary Special Event License Plate and may revoke the use of a Temporary Special Event License Plate(s) that **is are** in violation of section 42-3-220, C.R.S., and/or this rule. The applicant must return all Temporary Special Event License Plates for the Temporary Special Event to the Department for destruction within ten (10) days of notification that the license plate(s) is revoked.
- 4.2 If an applicant has been denied a Temporary Special Event License Plate or has had a Temporary Special Event License Plate revoked, the applicant may request a hearing, in writing, within 60 days after a notice of denial is issued. Written hearing requests shall be submitted to the Department of Revenue, Hearings Section, **via email at dor_regulatoryhearings@state.co.us or by mail at PO Box 17087, Denver, CO 80217-0087.**
- 4.3 The hearing shall be held **virtually** at the Department of Revenue, Hearing Section. The presiding hearing officer shall be an authorized representative designated by the Executive Director, pursuant to the Colorado Administrative Procedures Act. The Department's representative need not be present at the hearing unless the presiding hearing officer requires his or her presence or the applicant requests his or her presence in writing. If the Department's representative is not present at the hearing, the hearing officer has the discretion to consider any written documents and affidavits submitted by the Department.