

MV-904SO (02-04)Commonwealth of Pennsylvania
Department of Transportation
Bureau of Motor Vehicles**P.O. Box 68266**

Harrisburg, PA 17106-8266

**APPLICATION FOR
SPECIAL ORGANIZATION
REGISTRATION PLATE****Fee: \$20.00****▲ FOR DEPARTMENT USE ONLY ▲**

A VEHICLE DESCRIPTION AND APPLICANT INFORMATION <i>(complete this section exactly as information appears on current registration card)</i>				
TITLE NUMBER	CURRENT REG. PLATE #	CURRENT EXPIRATION	MAKE OF VEHICLE	YEAR
LAST NAME	JR., etc.	FIRST NAME	MIDDLE INIT.	TELEPHONE NUMBER () HOME _____ () WORK _____
STREET ADDRESS - <i>Must list a street address. P.O. Box # alone is not acceptable.</i>		CITY	STATE	ZIP CODE
In conjunction with replacement of your plate, you will receive one registration card. If additional registration cards are desired, the fee is \$1.50 for each card.			How many extra registration cards do you want? _____	
B TO BE COMPLETED BY ORGANIZATION				
NAME OF ORGANIZATION:				
NAME OF ORGANIZATION CHAPTER, POST, LODGE, EMPLOYER, etc.			TELEPHONE NUMBER ()	
STREET ADDRESS		CITY	STATE	ZIP CODE
C TO BE COMPLETED BY ORGANIZATION OFFICIAL <i>(see special instructions below)</i>				
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 X	
D 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 THE DEPARTMENT OF TRANSPORTATION.				
X _____		APPLICANT'S SIGNATURE IN INK		DATE _____

GENERAL INFORMATION REGARDING A SPECIAL ORGANIZATION REGISTRATION PLATE

- Fee required with this application is \$20.00. Payment is to be made by check or money order payable to "WVU Alumni Association". DO NOT SEND CASH.
- No special organization registration plate will be duplicated. If your plate is lost, stolen or defaced, we will reissue you the next available plate in our series for \$7.50. To apply for replacement, complete Form MV-44 and submit the required fee.
- Requests for special organization registration plates are restricted to passenger vehicles, trucks and motorhomes with a registered gross weight of not more than 9,000 lbs. Motorcycles and trailers do not qualify for special organization registration plates.
- NO REFUND OF FEE will be issued when applicant cancels request after order is placed.
- This application, completed in full, along with a check or money order should be mailed to: WVU Alumni Association, PA Plate, PO Box 4269, Morgantown, WV 26504-4269.
- When the applicant ceases to be a member in the organization or ceases to be a notary public as listed in Section B, the registration plate must be returned to the Department. Complete Form MV-44 and submit a fee of \$7.50 for reissue of a regular series registration plate.
- All telephone numbers will be held in confidence and used only in the event of a problem with your application.
- Special organization plates are in number sequence only and may not be personalized.
- To avoid possible problems with citations with your old registration plate, return it to: Department of Transportation, Bureau of Motor Vehicles, Return Tag Unit, PO Box 68597, Harrisburg, PA 17106-8597 after you have received your special organization plate.

SPECIAL INSTRUCTIONS – SECTION C

- If applicant is a notary applying for a notary public plate, the applicant's notary seal should appear in this section instead of an official's signature.
- If applying for a Fraternal Order of Police plate, the Lodge seal must be affixed to this application.