

## INSTRUCTIONS TO APPLICANT - READ CAREFULLY

If plate(s) are lost or stolen, notify local law enforcement authorities or the Missouri State Highway Patrol.

Missouri statutes limit the issuance of replacement plates for instances where the original has been lost, stolen, mutilated, or destroyed; therefore, the reason for the replacement must be shown by checking the appropriate box.

Exact adherence to the following instructions will expedite department handling. There will be no refund granted after the plate is made. If the original is found after this application is made, the original becomes null and void, and must be surrendered to the Motor Vehicle Bureau.

## INSTRUCTIONS FOR COMPLETING APPLICATION

1. Indicate whether you are ordering a replacement plate or additional plate(s) or both in appropriate box.
2. Check reason replacement plates are required.
3. If ordering additional plates, list the quantity needed.
4. Indicate the plate size.
5. Your name must match the name as it appears on your certificate of licensure.
6. List your dealership address and phone number.
7. Indicate your dealer number, and if a replacement plate is requested, the plate letter. (ie: D1234M)
8. The application must be signed in the presence of a Notary Public when applying for replacement plates.

## FEES

REPLACEMENT PLATES: $\$ 12.00$ per plate/processing fee each.
ADDITIONAL PLATES: Additional motor vehicle dealer/boat dealer plates are $\$ 10.50$ if you are purchasing them for the full year. If the plates are purchased after January 31, the fees are prorated as shown below:

| 11 MONTHS | February | \$9.63 | 5 MONTHS | August | \$4.38 |
| :---: | :---: | :---: | :---: | :---: | :---: |
| 10 MONTHS | March | \$8.75 | 4 MONTHS | September | \$3.50 |
| 9 MONTHS | April | \$7.88 | 3 MONTHS | October | \$2.63 |
| 8 MONTHS | May | \$7.00 | 2 MONTHS | November | \$1.75 |
| 7 MONTHS | June | \$6.13 | 1 MONTH | December | \$. 88 |

6 MONTHS . . . July . . . . . . . . $\$ 5.25$
PLEASE CARRY A COPY OF YOUR APPLICATION RECEIPT WITH YOU AS PROOF OF VALID APPLICATION UNTIL YOU RECEIVE YOUR REPLACEMENT PLATES. THIS FORM IS NOT A SUBSTITUTE FOR ADDITIONAL PLATES.

