



APPLICATION TO REPLACE AN  
 APPORTIONED LICENSE PLATE AND/OR CAB CARD

Replacement Plate  
 (By Mail \$35.80)

Replacement Cab Card  
 (By Mail \$3.25)

DOT Corrections  
 (By Mail \$3.25)

IRP ACCOUNT #: \_\_\_\_\_ FLEET #: \_\_\_\_\_ DOT #: \_\_\_\_\_

Mail new license plate/cab card to: \_\_\_\_\_  
 Owner/Registrant Name

Current Mailing Address			Address on Registration		
City	State	Zip	City	State	Zip
Email Address (optional):					

Vehicle Identification Number:	Year	Make	Body
Title Number	Plate Number	Unit Number	Weight

**REPLACEMENT REASON:** (Check applicable box):

- Damaged
- Stolen, no case #
- Defaced
- Stolen, case #: \_\_\_\_\_ (No Fee)
- Lost
- Lost-in-transit (applied for and never received) (No Fee)

Carrier Responsible for Vehicle Safety: (Attach lease agreement, if necessary)

US DOT number assigned to vehicle: \_\_\_\_\_  
 Tax payer Identification Number (EIN, SSN) assigned to vehicle: \_\_\_\_\_

Will the designated carrier responsible for safety change during the year?  YES  NO

I HEREBY AFFIRM UNDER PENALTY OF PERJURY THAT THE ABOVE STATEMENTS ARE TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE AND BELIEF.

\_\_\_\_\_  
 Signature of Owner/Registrant DATE

# PROCEDURES AND INSTRUCTIONS

## PROVISIONS OF LAW

Section 320.0607, Florida Statutes, provides for the replacement of license plates and cab cards when the original plate or cab card has been lost, stolen, defaced, damaged, or lost in transit.

## APPLICATION REQUIREMENTS

Application for replacement of apportioned plates or cab cards must be processed by the Bureau of Commercial Vehicle and Driver Services.

An application for the replacement of apportioned plates or cab cards must be legibly completed in detail.

## REPLACEMENT TYPES

### **DAMAGED:**

A damaged license plate is when the license plate has sustained physical damage.

EXAMPLE: Something struck the license plate and dented the letters or numbers, customer has waxed or pressure-washed the letters off of the license plate, etc.

Replacement fees are required, unless law enforcement has issued a citation to the customer. If a citation has been issued, the owner must surrender the damaged license plate (along with a copy of the citation) to obtain a replacement at no fee.

### **DEFACED:**

A defaced license plate is when the license plate has not sustained physical damage, but is unreadable for some other reason.

EXAMPLE: The sun has faded the letters or numbers on the license plate.

Replacement fees are required, unless law enforcement has issued a citation for the defaced license plate. The owner must surrender the defaced license plate (along with a copy of the citation) to obtain a replacement at no fee.

### **LOST (not stolen)**

Replacement fees are required.

### **LOST-IN-TRANSIT**

Applications for the replacement of apportioned license plates or cab cards that have been lost-in-transit will be processed by the Bureau of Commercial Vehicle and Driver Services at no charge for 180 days from the date of issuance.

**This transaction MUST be signed as indicated on the front of this form.**

### **STOLEN**

Applications for the replacement of apportioned license plates or cab cards that have been stolen will be processed by the Bureau of Commercial Vehicle and Driver Services at no charge when the case number issued by the law enforcement agency that the theft was reported to is included. If the theft is not reported or a case number is not assigned, the replacement fee will be charged.

### **DOT CORRECTIONS**

A DOT Correction is when you have changed the USDOT number on the vehicle. If the carrier responsible for vehicle safety is different from the registrant then a copy of the signed lease agreement must also be submitted. You will receive a corrected cabcard only with the new DOT information.

### **GENERAL INFORMATION**

All defaced or damaged license plates must be surrendered for cancellation when application for a replacement license plate is made.