



**1-800-642-9066**

**dmv.wv.gov**

## PLATE SAMPLE



### ***A) Applicant/Owner(s) Information***

Applicant's Name \_\_\_\_\_

Name(s) on Registration \_\_\_\_\_

Street Address \_\_\_\_\_

CITY

STATE

ZIP

### ***B) Vehicle Information***

[illegible][illegible]

### C) Insurance Information

Effective Dates of Policy From: \_\_\_ / \_\_\_ / \_\_\_ To: \_\_\_ / \_\_\_ / \_\_\_ Policy No. \_\_\_\_\_

Insurance Company \_\_\_\_\_

NAIC Number  Insurance Agent \_\_\_\_\_

### ***D) Applicant Certification***

I certify that all information on this application is true and correct and if I cease to be in good standing with the above organization, I will immediately return the special license plate to the Division of Motor Vehicles.

**(X)**

SIGNATURE OF APPLICANT

DATE \_\_\_\_\_

Phone No. (      )      -     

**PLEASE SEE REVERSE SIDE FOR INSTRUCTIONS**

**\*\*\* OFFICE USE ONLY BELOW THIS LINE**

**OFFICE STAFF INSTRUCTIONS:**

Insert the plate numbers on the plate diagram to the left and submit this form to the WV DMV for recording and processing. Be sure to retain a copy for your records.

## Instructions

1. To qualify for a Marshall University license plate you must be a MU alumni, student, or friend of MU.
2. Current license plate must be returned to the Division of Motor Vehicles after the special plate is received. After issuance of the special plate, the exchanged plate is canceled and cannot be transferred to another vehicle. There are no refunds.
3. The vehicle must have a West Virginia title and license plate in the name of the applicant before a special plate can be issued.
4. Please send the application and correct fees, payable to MUAA to the address listed below. Please include your personal property tax receipt or an affidavit from the assessor, if your registration is expiring within 60 days of your application.

### MUAA

1 John Marshall Drive  
Huntington, WV 25755-6200  
Phone: (304)-696-2901

| Plate Detail                                      | Total Fee |
|---------------------------------------------------|-----------|
| Plate Begins with 5, 6, or 7<br>Of Current Year   | \$99.50   |
| Plate Begins with 8                               | \$101.13  |
| Plate Begins with 9                               | \$98.75   |
| Plate Begins with O                               | \$95.38   |
| Plate Begins with N                               | \$94.00   |
| Plate Begins with D                               | \$91.63   |
| Plate Begins with 1                               | \$89.25   |
| Personalized Plate                                | \$89.25   |
| Plate Begins with 2                               | \$86.88   |
| Plate Begins with 3                               | \$84.50   |
| Plate Begins with 4                               | \$82.13   |
| Plate Begins with 5                               | \$79.75   |
| Plate Begins with 6                               | \$76.38   |
| All Expirations beyond the 6th month of next year | \$75.00   |

*Your fee is based on the expiration of your present license plate.  
Use the first letter or number of your license plate to calculate the total fee from the chart above.*

***Your Marshall University license plate will expire every July 1st.  
The renewal fee is \$66.50 per year.***

**PLEASE ALLOW ( 60 ) DAYS FOR DELIVERY**