



ALABAMA DEPARTMENT OF REVENUE
MOTOR VEHICLE DIVISION

P.O. Box 327630 • Montgomery, AL 36132-7630 • (334) 242-9006

www.revenue.alabama.gov

MV 40-12-250A
1/11

Application For Replacement
License Plates and Registration Receipts

INSTRUCTIONS ON REVERSE SIDE

REGISTRANT INFORMATION

DEPARTMENT OR AGENCY NAME			TELEPHONE NUMBER (Include Area Code) ()	
STREET ADDRESS			FAX ()	
CITY	STATE	ZIP	EMAIL	

VEHICLE INFORMATION

	PLATE NUMBER	VEHICLE IDENTIFICATION NUMBER	REPLACEMENT REQUESTED (CHECK ONE)		OFFICE USE ONLY
			LICENSE PLATE (\$2.00 EA.)	REGISTRATION RECEIPT (NO FEE)	
1					
2					
3					
4					
5					
6					
7					
8					
9					
10					

REASON FOR REPLACEMENT

- Stolen
 Lost
 Mutilated
 Incorrect
 Never Received

I certify that the information above is true to the best of my knowledge and belief.

Signed by: _____ Title: _____ Date: _____

INSTRUCTIONS

1. This form should be used to request a replacement government or volunteer fire department license plate and/or a replacement registration receipt.
2. REGISTRANT INFORMATION – complete the registrant information. The street address block should contain the physical address of the department.
3. VEHICLE INFORMATION – complete the vehicle information for which replacement license plates and/or registration receipts are requested.
4. REASON FOR REPLACEMENT – check the appropriate box.
 - a. A replacement license plate will not be issued when the vehicle is stolen.
 - b. It is the responsibility of the department to notify the appropriate law enforcement agency regarding lost or stolen license plates.
 - c. Mutilated government or volunteer fire department license plates must be surrendered to the Motor Vehicle Division, or a notarized statement as to the certification of the destruction of the license plate may be submitted.
 - d. A copy of the original registration receipt reflecting the incorrect information should be submitted with this form.
 - e. License plates that were issued but never received due to being lost in the mail will be reissued at no cost. A notarized statement certifying that the license plate was never received must be submitted with this form.
5. REPLACEMENT REQUESTED – check the appropriate box.
6. Checks should be made payable to the Alabama Department of Revenue and mailed to the address below. State agencies may submit forms via fax or email.

Alabama Department of Revenue
Motor Vehicle Division
Registration Section
P.O. Box 327630
Montgomery, AL 36132-7630

Telephone: (334) 242-9006
Fax: (334) 353-7846
Email: tags@revenue.alabama.gov