

Instructions on How to get special Lions License Plate

Print, Complete and Sign the following “Application for Special Organization Registration Plate (MV-904SO)” Form. You can enter most of the information directly into the form online.

The total cost for the special plate will be \$40.00. You Need two Separate Checks

- \$12.00 Organization Fee payable to the PA State Council of Lions Clubs
- \$28.00 Fee payable to the Commonwealth of PA

Send the Application and Letter to:

Lion Deb Burkholder, MD-14 Administrator
PENNSYLVANIA STATE COUNCIL OF LIONS CLUBS
949 East Park Drive
Harrisburg, PA 17111

Contact Lion Deb Burkholder, (717) 564-2586, if you have any questions



APPLICATION FOR SPECIAL ORGANIZATION REGISTRATION PLATE

For Department Use Only
Bureau of Motor Vehicles • P.O. Box 68266 • Harrisburg, PA 17106-8266

Check One: Leased Vehicle: YES NO

NOTE: If the vehicle is a leased vehicle, Form MV-1L, "Application for Lessee Information," must be completed and attached. Form MV-1L is available on our website at www.dmv.pa.gov.

A VEHICLE DESCRIPTION AND APPLICANT INFORMATION - Complete this section exactly as information appears on current registration card.					
Title Number	Registration Plate Number	Expiration Date	Make of Vehicle	Year	
Last Name (Or Full Business Name)		First Name	Middle Name	PA DL/Photo ID# or Bus. ID#	Date of Birth
Street Address - Must list a street address. P.O. Box # alone is not acceptable.		City	State	Zip Code	Telephone Number Home: () _____ Work: () _____
NOTE: In conjunction with replacement of your registration plate, you will receive one registration card. If additional registration cards are desired, the fee is \$2 for each card. Number of duplicate registration cards requested @ \$2 each: _____.					
B TO BE COMPLETED BY ORGANIZATION OFFICIAL					
NAME OF ORGANIZATION: Lions Club (the International Association of Lions Clubs) (B7)					
Name of Organization, Chapter, Post, Lodge, Employer, etc.				Telephone Number	
PA State Council of Lions Clubs				717-564-2586	
Street Address		City	State	Zip Code	
949 East Park Drive		Harrisburg	PA	17111	
C TO BE COMPLETED BY ORGANIZATION OFFICIAL - See special instructions below.					
I certify that the individual named in Section A is a member in good standing of the organization listed in Section B.					
Deb Burkholder		State Administrator		_____	
Name of Organization Official		Title		Signature	
D APPLICANT SIGNATURE					
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 PennDOT.					
_____				_____	
Applicant's Signature in Ink				Date	

GENERAL INFORMATION REGARDING A SPECIAL ORGANIZATION PLATE

- PennDOT charges an issuance fee of \$28. Participating organizations may charge an initial fee above the \$28 PennDOT fee. The organization fee is \$12.00. Therefore, the total fee due with this application is \$40.00. Fees must be made payable to the organization name of PA State Council of Lions Clubs
- NOTE:** Special organizations with more than 2,000 organization registration plates may charge a renewal fee for authorization of or continued use of the special organization registration plate. This fee is separate from PennDOT's registration renewal fee. The renewal fee is at the organization's discretion and is not related to PennDOT.
- Payment is to be made by check or money order payable to Commonwealth of Pennsylvania. **DO NOT SEND CASH. NO REFUND** of the fee will be issued when an applicant cancels a request after an order is placed.
- No special organization registration plate will be duplicated. If your registration plate is lost, stolen or defaced you will need to reapply for a special organization registration plate by completing this application and submitting with the appropriate fees. Should you need an immediate replacement registration plate, please complete and submit Form MV-44, "Application for Duplicate Registration Card, Replacement of Registration Plate or Weight Class Sticker," with a fee of \$11. A standard issued registration plate will be issued until the replacement special organization registration plate can be provided. (**NOTE:** Form MV-44 is available on our website at www.dmv.pa.gov.)
- Requests for special organization registration plates are restricted to passenger vehicles or trucks with a registered gross weight of not more than **14,000 lbs.**, trailers, motorcycles and motor homes. **NOTE:** Motorcycles registration plates are only available if the organization has an approved motorcycle special organization registration plate.
- This application, completed in full, along with a check or money order should be mailed to: Bureau of Motor Vehicles, Special Organization Plate Program, P.O. Box 68266, Harrisburg, PA 17106-8266.
- 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 PennDOT. Complete Form MV-44 and submit a fee of \$11 for the issuance of a regular series registration plate.
- This special organization registration plate is issued in number sequence only and may not be personalized.
- All telephone numbers will be held in confidence and used only in the event of a problem with your application.
- To avoid possible problems with citations with your old registration plate, return it to: Bureau of Motor Vehicles, Return Tag Unit, P.O. Box 68597, Harrisburg, PA 17106-8597 after you have received your special organization registration plate.

SPECIAL INSTRUCTIONS - SECTION C

- If the applicant is a notary applying for a notary public registration plate, the applicant's notary seal must be affixed in this section instead of an official's signature.

Visit us at www.dmv.pa.gov or call us at 717-412-5300. TTY callers — please dial 711 to reach us.