



Missouri Department of Revenue  
**Application for Motor Vehicle License**

Office Validation or Remarks

<b>Registration Process</b>	Select One <input type="checkbox"/> J - New or Renew & Transfer <input type="checkbox"/> K - Renewal <input type="checkbox"/> M - Transfer <input type="checkbox"/> L - Change Weight or Zone <input type="checkbox"/> S - Replaced from Stock Only - Notary Required <input type="checkbox"/> Z - Special <input type="checkbox"/> X - Data Correction <input type="checkbox"/> V - Reinstatement					
	License Plate or ATV Decal Number	Tab Number	Expiration Month	Expiration Year	Registration Period <input type="checkbox"/> 1-year <input type="checkbox"/> 2-year	

<b>Address Information</b>	Owner's Name - Last, First, Middle		Telephone Number (____) ____-____		E-mail Address	
	Street, Rural Route, or P.O. Box		City		State <b>MO</b>	Zip Code
	Mail To Address - If different than Owner's Address					
	Street, Rural Route, or P.O. Box		City		State	Zip Code

<b>Vehicle Information</b>	Year	Make	Vehicle Identification Number (VIN)										
	Title Number	Body Style	Fuel	Kind of Vehicle (Choose One)	P - Passenger	T - Truck	D - Trailer	B - Bus	A - ATV	N - Autocycle	M - Motorcycle	C - Tricycle	R - Rec. Vehicle
	Odometer Reading from Inspection	Purchase Date (MM/DD/YYYY)		Passenger HP	Truck and Bus	Zone	Gross Weight or Seat						

<b>Renewal, Transfer or Replace Registration Information</b>	License Plate Number	Current Tab #	Exp. Mo.	Exp. Year	Zone	Gr. wt/seat	Horsepower
	Reason for Replacement (Notary Required)						
	<input type="checkbox"/> Lost <input type="checkbox"/> Stolen <input type="checkbox"/> Mutilated <input type="checkbox"/> Destroyed <input type="checkbox"/> Never Received						
	Surrendered <input type="checkbox"/> One Plate <input type="checkbox"/> Two Plates		Surrendered Plate Number				
	Year	Make	Title Number	Horsepower			

<b>Fees</b>	License	\$
	Reservation	\$
	Additional HP	\$
	Transfer	\$
	Fail to Transfer or Renew	\$
	Replacement(s)	\$
	Renewal Penalty	\$
	Reinstatement	\$
	Subtotal	\$
	Processing or Agent	\$
	Total	\$

<b>Signature and Certification</b>	<input type="checkbox"/> Vehicle out of state (Notary not required) - vehicle described above has not been within the state of Missouri for the sixty (60) day period immediately preceding the date of this application for registration, but will be submitted for inspection at an official safety inspection station within ten (10) days after entering the state by me or my agent.
	<input type="checkbox"/> Non-use (Notary required) - the motor vehicle described above has not been operated on public roads or the highways of Missouri by me or my agent during the period of _____ to _____.
	I hereby certify that the statements herein are true to the best of my knowledge. I also certify that I have and will maintain, during the period of registration, financial responsibility with respect to each motor vehicle that I own, license or operate on the streets or highways. Any false affidavit is a crime under <a href="#">Section 575.050</a> of Missouri law. You must present your insurance card (a copy is acceptable) or other acceptable proof of financial responsibility.
	Signature of Owner _____

<b>Donations and Credits</b>	<input type="checkbox"/> \$1 Blind <input type="checkbox"/> \$1 Organ	
	WWI Memorial Trust Fund	
	<input type="checkbox"/> \$1 <input type="checkbox"/> \$10 <input type="checkbox"/> Other	\$
	Surrendered Plate Credit	\$

<b>Office Use Only</b>	<input type="checkbox"/> PP <input type="checkbox"/> FHVUT <input checked="" type="checkbox"/> <input type="checkbox"/> INS
	<input checked="" type="checkbox"/> Safety <input checked="" type="checkbox"/> EMISS

<b>Notary Information</b>	Embossed or black ink rubber stamp seal	Subscribed and sworn before me, this _____ day of _____ year	
		State	County (or City of St. Louis)
		My Commission Expires (MM/DD/YYYY)	
		Notary Public Signature	
	Notary Public Name (Typed or Printed)		

Required Documents

- Application for License completed and signed by the applicant.
- Appropriate registration and processing fees posted at <http://dor.mo.gov/motorv/fees.php#regisfees>.
- Proof of ownership (a copy of the registration receipt, title, or copy of title). If no title number, record office number and title application date in appropriate box.
- Vehicle safety inspection (if required) **NOT** more than 60 days old or 90 days old if newly purchased from a Missouri dealer and the safety inspection provided by the Missouri dealer was completed within 60 days prior to the purchase date. A safety inspection is **NOT** required for all trailers, ATVs, or new motor vehicles (not previously titled).
- Vehicle emissions inspection (if required) not more than 60 days old must be submitted by residents in the city of St. Louis and the following counties: Franklin, Jefferson, St. Charles, and St. Louis. Applies only to certain passenger vehicles and trucks with a manufacturer's gross weight rating of 8,500 pounds or less.
- Paid personal property tax receipt or a statement of non-assessment from the county (or city of St. Louis) in which you resided on January 1st of the previous year. The property tax receipt or statement of non-assessment must be in the owner's name. One receipt must be presented for the previous year to renew a one-year registration and two receipts must be presented for the last two years to renew a two-year registration.
- Insurance card or other acceptable proof of financial responsibility.

Note: Vehicle safety inspection, vehicle emissions inspection, paid personal property tax receipt or statement of non-assessment, and insurance card are not required when applying for an ATV decal.

Note: See <http://dor.mo.gov/motorv/help.php> for vehicles that are exempt from safety and or emissions inspection.

Payment Methods

Checks or money orders may be accepted as payment. Make the check or money order payable to: Missouri Department of Revenue. The check must be preprinted with the check writer's name and address, bank code, and account number. It must also include the following information regarding the check writer:

1. Driver license or non-driver license number;
2. Date of birth; and
3. Daytime phone number.

Do not send cash when applying by mail.

The Missouri Department of Revenue may electronically resubmit checks returned for insufficient or uncollected funds. Other restrictions may also apply.

Completing the License Application

Please follow the order of the instructions provided below, beginning with Type of Registration when completing the application. If there is no instruction for a particular field, simply provide the information requested, such as Owner's Name and Address. Please write legibly.

Instructions:

1. Registration Process — Check the appropriate block.
2. Year, Make, Vehicle Identification Number, Title Number, and Body Style — Record in the designated areas. If you hand write the application, record only one character in each block within the Vehicle Identification Number.
3. Fuel — Enter the appropriate code.
4. Kind of Vehicle (KOV), Horsepower (HP), Zone, and Gross Weight or Seating Capacity — Record the correct code. For passenger vehicles provide the taxable horsepower. For trucks, enter the appropriate zone of operation and the truck's licensed gross weight or seating capacity.
5. Mileage — Record the odometer reading from the vehicle inspection, when applicable.
6. Purchase date — Record the date vehicle was purchased.
7. License Plate Number — Record current license plate on vehicle, when applicable.

8. Expiration Month and Year — Record the month and year that the current license plates expire.
9. License Transfer or Replace Information — Year, Make, Vehicle Identification Number, Title Number, Taxable Horsepower — Record the information from the previous vehicle in the designated areas.
10. \$1 Blind Fund, \$1 Organ Fund, and WWI Memorial Trust Fund — Check appropriate block(s) if you wish to donate to the fund(s).
11. Signature — One owner must sign the application for license.

All incorrect or incomplete applications will be rejected.

Submit the required items and fees to your local contract office or mail to: Motor Vehicle Bureau, P.O. Box 2046, Jefferson City, MO 65105-2046.

Direct inquiries to (573) 526-3669 or visit our website at:

<http://dor.mo.gov/>

Remember to sign the application and submit proof of ownership, appropriate inspection(s), paid personal property tax receipt(s), proof of insurance, registration fees, and applicable processing fees.

Penalties

A \$5 penalty fee will be assessed for failing to renew a license plate within the month of expiration. (Does not apply to trailers and trucks licensed in excess of 12,000 lbs.) An \$8.50 penalty fee will be assessed for failing to transfer or renew multi-year license plates.

**Mail to:** Motor Vehicle Bureau  
P.O. Box 2046  
Jefferson City, MO 65105-2046

**Phone:** (573) 526-3669  
**E-mail:** [mybmail@dor.mo.gov](mailto:mybmail@dor.mo.gov)

Visit <http://dor.mo.gov/motorv/licplate.php>  
for additional information.

