



**Send Completed Form and Applicable Fees to:**  
 Department of Finance and Administration  
 Revenue Division- Personalized Plate Unit  
 P.O. Box 1272, Room 1130  
 Little Rock, AR 72203

**Personalized Plate Office**  
**Phone:** (501) 682-7024  
**Email:**  
[personalizedplates@dfa.arkansas.gov](mailto:personalizedplates@dfa.arkansas.gov)

Order Personalized Plates Online at [www.mydmv.arkansas.gov](http://www.mydmv.arkansas.gov)

## Request for a Passenger Car Personalized License Plate



### Vehicle Owner Information

Name:		
Address:		
City:	State:	Zip:
Phone #:	Email Address:	Optional- Operator or Chauffeur's License #:

### Vehicle Information

VIN #:	Current Plate #:
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### Passenger Car Plate Personalization Choices-List your choices in order of preference below

List your choices below in order of preference. Your first valid selection that is available will be produced. Place the characters in the boxes exactly as you want them to appear on the plate. Please clarify any alpha letter and numeric combinations that can be confusing (e.g., 6 or G, 2 or Z, 1 or I, 5 or S, O or 0).

**Selection 1**

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**Selection 2**

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**Selection 3**

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Personalized plates are ordered after all fees are paid. New plates should return within four (4) weeks after the order is submitted.

### Applicable Fees

<b>Personalized Specialty Plate</b>
\$31.50 to have your plate mailed to you.
\$26.50 to pick up your plate at:
Ragland Building, Room 1130 Little Rock, AR 72201

### Applicant's Statement

I hereby request the personalized license plate number above. I certify that my registration privilege has not been suspended or revoked. I understand that after a choice has been accepted and the fee(s) collected, I cannot make any changes and am not entitled to a refund.

Signature of Owner

Date

## **Instructions For Obtaining a Personalized License Plate for a Special Design License Plate**

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Requests for personalized plates are processed after all fees are paid. The plates are normally available within four (4) weeks of the department's order date. If you chose to pick up your plate, you will be notified by email when your plate is available with instructions to obtain your license plate.

### **Not Allowed for Personalized License Plates**

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1. Combination of characters that will conflict with the regular numbering system of any license plate.
2. Word or letter combinations that exceed seven (7) characters and spaces combined.
3. Word or letter combinations that are suggestive, offensive, or not in good taste.
4. The use of symbols and signs. e.g., period (.), plus sign (+), dash (-), interchangeable characters, the letter Q, etc.

### **Restrictions**

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1. Issuance of personalized plates is restricted to passenger cars, ½ ton and ¾ ton pickups, and 1-ton trucks used for private transportation only.
2. Personalized plates of this classification may not consist of more than seven (7) characters and spaces combined.
3. Applicants may request three combinations in priority of choice. If none of the choices are available, the fee and application will be returned to the applicant.
4. After a choice has been submitted and accepted by the department, there cannot be any changes to the request and a refund will not be granted.

### **Fees**

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**Personalized Plate Fee: \$31.50 to have plate mailed to you or \$26.50 to pick up your plate at:**

Ragland Building, Room 1130  
1900 W. 7<sup>th</sup> St.  
Little Rock, AR 72201