PURPOSE: Use this form to request a personalized license plate configuration for a passenger automobile, motorcycle, or personal trailer. This form is not required for renewal of a valid personalized plate registration. All renewals are processed directly through the office of the local County Clerk. All personalized plate requests are approved on a first come, first served basis and may be refused.

INSTRUCTIONS: Mail this fully completed application along with check or money order in the amount of $35.00 to Tennessee Department of Revenue/Vehicle Services Division, 44 Vantage Way, Suite 160, Nashville, TN 37243.

NEXT STEPS: Applicants will be notified by mail of approval or denial of the requested configuration(s). If approved, production of the approved plate will begin immediately and sent to the office of the local county clerk within the last five (5) days of the next month following approval. If the plate is due to arrive the month your vehicle’s registration expires, take your renewal form to the county clerk's office to pay your regular registration fee and pick up the new personalized license plate. Additional registration fees, including any applicable specialty plate fees, county fees, etc., will be due at the time the personalized plate is picked up.

QUESTIONS: Call 615.741.3101 or submit a question through “Revenue Help” at www.tn.gov/revenue

A. PLATE TYPE
☐ Passenger “Green Mountain” (3-7 characters)
☐ Trailer (3-7 characters)
☐ Specialty* (number of characters varies)
* list name of specialty plate here:_____________________________________________________________________________________

(For a listing of plates available for personalization and number of characters available for each plate, visit www.tn.gov/revenue, click on “Revenue Help” and search for “Personalized Plates”.

B. REQUESTED CONFIGURATION(S)
Using ALL CAPS, legibly print numbers, letters (no punctuation), and blanks in the boxes as you wish them to appear on the plate. The first block must contain a character (no leading blank spaces). Personalizations are centered, regardless of content. Maximum characters for specialty plates may vary. The location of a specialty plate's graphic determines exact centering of the personalization. Give up to three choices, in order of preference.

If personalization has special significance, please explain:________________________________________

C. APPLICANT INFORMATION
Name: ______________________________________________________________________________County:_______________________
Street Address:________________________________________________________________________________________________________
City: __________________________________State:__________Zip:_______________________Phone:_________________________________
Email:________________________________________________________Current License Plate Number:____________________________

SPECIALTY PLATE OPTIONS
Tennessee motorists have the opportunity to display their school or civic pride and contribute to various programs of special interest. These plates require an additional fee of $35.00 due at the County Clerk’s office. Below are a few examples of the plates Tennessee offers. For a complete plate listing and for additional information on the allocation of funds produced from the sale of these plates, visit www.tn.gov/revenue.