

# State of Colorado Persons with Disabilities Personalized License Plates Application

Personalized license plate application must be filled out in its entirety and signed by the applicant.  
Incomplete or unsigned applications will not be processed.

## Instructions

**Step #1** – Fill in all vehicle owner name(s) and phone number(s). Names must appear as listed on vehicle registration.

Fill in legal Colorado address. This address is your registration address that is used to determine County of residence. If approved, the personalized plates will be shipped to the County of residence. If mailing address is different from the legal address fill in the mailing address. All correspondence is sent to the mailing address.

**Step #2** – Select vehicle type by making an “X” in the box next to the choice. Only one vehicle type may be chosen. Please refer to Vehicle Type and Fees section for assistance in helping to make a choice.

**Step #3** – Indicate your personalization choices (up to five). All choices must have a definition, explanation or meaning associated with it. Any that are missing will not be considered. Please refer to The Personalization Standards section for assistance. The Identifying Figure will display to the left of the personalized configuration.

**Step #4** – Sign and date application.

## Personalization Standards

The Department may refuse to issue any combination of letters or numbers that carry connotations offensive to good taste and decency, are misleading, or duplicate any other license plate. C.R.S. 42-3-211(5)

The only characters allowed on personalized plates are:

- English alphabet (upper case only)
- English numbers (excluding zero\*)
- Blank spaces
- Dashes
- Periods

Only five characters are allowed (three for motorcycle) to include blank spaces, dashes and periods. The minimum characters must be either:

- Two alpha **or**
- One alpha and one numeric **or**
- Two numeric

## Completed Applications

Completed applications should be mailed to:  
Department of Revenue  
Vehicle Services Unit  
P.O. Box 173350  
Denver, Colorado 80217-3350

### Do not mail payment with your application.

If your request is approved you will receive notification indicating fees, payment information and where to mail the payment.

## Vehicle Type

Vehicle type can be determined by looking at the vehicle registration and/or title. Certain vehicle types require special consideration and/or registrations before personalized plates can be issued. Please contact your County Motor Vehicle Office with any questions on vehicle types.

## Fees

In addition to taxes and fees assessed by your County Motor Vehicle Office the fees listed at [www.Colorado.gov/revenue](http://www.Colorado.gov/revenue) will be collected upon approval of the personalized license plate. **No refunds will be issued.** The Department will not honor a change of choice or spacing or a request for refund after payment has been received.

## Replacements

Replacement of personalized plates must be completed on the DR 2204 Personalized Plate Replacement form.

**Spaces, dashes, and periods count as a character.** However, they do not change the configuration. Example: If ABC is taken, then A B C, A-B-C, and A.B.C. are also taken. The following combinations are NOT allowed:

- 3 alpha, up to 4 numeric (AAA1234)
- Up to 5 numeric, 2 alpha (12345AA)
- 1 alpha, up to 6 numeric (A123456)
- 2 alpha, 2 numeric, 2 alpha (AA12AA)
- 2 numeric, 2 alpha, 3 numeric (12AA123)
- 1 alpha, up to 4 numeric, 1 alpha (A1234A)
- 1 numeric, 2 alpha, up to 4 numeric (1AA1234)
- Up to 5 numeric, 1 alpha, 1 numeric (12345A1)
- Up to 4 numeric, 2 alpha, 1 numeric (1234AA1)
- 1 alpha, 1 numeric, 1 alpha, 4 numeric (A1A1234)
- 2 numeric, 1 alpha, 2 numeric (12A12)
- Up to 6 numeric, 1 alpha (123456A)
- Up to 3 numeric, 3 alpha (123AAA)
- 3 alpha, up to 3 numeric (AAA123)

**Step #1—Vehicle owner information and signature**

Owner 1 Last name as it appears on the vehicle registration	First	Middle Initial	Daytime Phone Number
Owner 2 Last name as it appears on the vehicle registration	First	Middle Initial	Daytime Phone Number

If more than two owners, write names as they appear on the vehicle registration (last, first, middle) on the back of this form or on an included DR 2444 Statement of Fact.

Legal Colorado Address (P.O. Boxes are not accepted)	City	State	Zip Code
Mailing Address (if different from Legal above)	City	State	Zip Code

County of Residence (where vehicle will be registered)

**Step #2—Check only one vehicle type that will display the plate**

Passenger Vehicle <input type="checkbox"/>	Light Truck <input type="checkbox"/>	Motor Home <input type="checkbox"/>
Farm Truck* <input type="checkbox"/>	Recreational Truck* <input type="checkbox"/>	Motorcycle <input type="checkbox"/>

**Personalized license plates may have a maximum of up to 5 characters.**

\* Special Vehicle requirements must be met prior to authorization being granted

Motorcycle personalized license plates may have a maximum of up to 3 characters.

**Step #3—Please print in block lettering using blue or black ink**

Indicate your first through fifth choices in the boxes below. It is not necessary to fill in all empty spaces. Your choices will be considered in the order listed. A definition or explanation of your choices must be listed for each choice, and if missing, your application will not be processed. All characters are centered on the plate (logos and symbols are always removed).

**Motorcycles may have a maximum of 3 (three) characters.**

One letter and/or number per space per choice below					Explain the meaning of the characters you have chosen:
#1					
#2					
#3					
#4					
#5					

**Step #4—Vehicle owner signature**

Signature of Applicant	Date
------------------------	------

**Do not mail payment with your application.**

Upon approval, a billing letter with payment coupon will be mailed to the address listed above.

Department Use Only – **Do not write in this area**

					Date Approved
--	--	--	--	--	---------------