

## **Instructions for completing the License Plate Application**

Section 1 - **PLATE INFORMATION** - This section is already filled out. If you do not want your Appalachian Trail Conservancy plate personalized, then leave this section as is and go to section 2. If you do want your plate personalized, then check the box (where the orange line appears) and fill in your choices in the space provided. **Since our plate will have a logo, you are limited to 6 characters.**

Section 2 – **APPLICANT INFORMATION** – Fill in all spaces that are highlighted in yellow. If you are paying by credit card, make sure to enter the card number and the expiration date on the bottom line.

Section 3 – **CERTIFICATION/SIGNATURES** – Check one of the two boxes as appropriate. Sign and date where the yellow highlight appears.

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## **Frequently Asked Questions**

### **What methods of payment will you accept?**

You can pay by personal check or by credit card. If paying by personal check, make your check payable to Appalachian Trail Conservancy. On the memo line, write A.T. Specialty Plate. If paying by credit card, please put the credit card info on the application in the space provided.

### **Where should I send my application and my check (or credit card info)?**

Once the application has been filled out correctly and completely, send the application and a check (unless paying by credit card) in the proper amount (\$25, or \$35 if you requested a personalized plate) to the following address:

**Appalachian Trail Conservancy  
Attn: Virginia AT License Plate Program  
799 Washington Street  
PO Box 807  
Harpers Ferry, WV 25425**

### **What will the ATC do with the applications and money collected (checks and credit card payments)?**

ATC will collect all applications and checks for the DMV for the first 350 applicants. Payments will be deposited into a non-interest-bearing account set up specifically for this program. Applications will be stored in a secure location. Once we've received the required 350 pre-paid applications, we will forward those applications and a check for the total amount to the DMV. After this has happened, other folks who want to buy the plate can purchase one directly through DMV.

### **When can I expect to see my A.T. specialty plate once I've applied for it?**

We expect that plates should be ready by early in 2009.

### **Where does the money from sales of the Virginia A.T. specialty plate go?**

No revenue-sharing will occur for the first 1,000 plates sold – that goes back to the Commonwealth to offset startup costs for the program. For every plate sold or renewed after that, the ATC will receive \$15. As was done in North Carolina, the ATC will work with the trail clubs to ensure that the proceeds from this program will be used to promote maintenance, conservation and education efforts for the Trail in Virginia.