

INSTRUCTIONS

APPLICATION FOR VEHICLE LICENSE PLATES AND/OR PLACARDS FOR PERSONS WITH DISABILITIES

PLEASE READ THESE INSTRUCTIONS CAREFULLY BEFORE BEGINNING. IF THE APPLICATION IS NOT FULLY COMPLETED, ACCURATE AND LEGIBLE IT MAY CAUSE DELAYS IN RECEIVING YOUR PLATES AND/OR PLACARD.

ELIGIBILITY:

Any person who has lost the use of one or more limbs, or is permanently disabled and cannot move about without the aid of an assisting device or whose mobility is otherwise limited as certified by a physician, podiatrist, or chiropractor is eligible for handicapped symbol license plates and/or a placard which provide special parking privileges.

LICENSE PLATES OR PLACARD:

Qualified individuals can apply for either or both: one set of license plates and one placard. You need to decide which is best for your individual driving and/or parking needs. *When applying for either, an identification card is issued which names you as the qualified individual.* When using either the license plates or placard to park, you must have your identification card with you.

License Plates: Handicapped symbol license plates may be issued to only one motor vehicle owned, operated, or leased by a person with a disability or owned by a family member who provides transportation for that person. The vehicle can only park in designated handicapped symbol parking spaces when the individual designated on the identification card is either driving or a passenger in the vehicle. There is no additional charge for the handicapped symbol license plates beyond the normal cost for regular plates. (Handicapped symbol license plates **cannot** be issued for vehicles owned by, or leased to, companies, organizations or groups). **Be certain that you enclose a photocopy of the current (valid) vehicle registration with your application. Failure to submit a legible copy will cause delays in receiving your plates.**

Placard: A placard in conjunction with the identification card can be used in any vehicle you ride in, whether or not you own it. The placard authorizes the driver of the vehicle to park in designated handicapped symbol parking spaces when the individual designated on the identification card is either driving or a passenger in the vehicle. Since the placard is transferable from vehicle to vehicle, only one will be issued to each qualified applicant. There is no charge for the placard.

Identification Card: A "Disabled Person Identification Card" is issued with either the license plates or placard and is valid as long as the license plates and/or placard continue to be renewed. When using either the license plates or placard to park in designated handicapped symbol parking spaces, you must have your identification card with you. It is non-transferable and will be forfeited if presented by any other person. **The qualifying individual must be a New Jersey resident.** Any abuse of this privilege is cause for revocation of the identification card, placard and/or license plates.

THE INITIAL APPLICATION PROCESS:

The application process is the same for either license plates or placards except that a copy of the vehicle registration must be submitted when applying for license plates. You may obtain an application form (SP-41) at any Motor Vehicle Commission Agency, by mail (call 609-292-6500 or toll-free in NJ 888-486-3339), or online at www.njmvc.gov

A checklist is provided with the application form to help ensure that the form is completed accurately and completely. Using the checklist will help avoid delays in processing. Take the completed application to your local MVC Agency or mail the application to:

**Motor Vehicle Commission
Special Plate Unit
PO Box 015
Trenton, NJ 08666-0015**

THE RENEWAL PROCESS:

Plates: Handicapped symbol license plates are renewed every year as part of the normal registration renewal process. If the person for whom the license plates were issued (the holder of the “Disabled Person Identification Card”) no longer qualifies for the license plates it is the responsibility of the owner of the vehicle to surrender the handicapped symbol license plates and apply for a new set of regular license plates at any Motor Vehicle Agency.

Placard: Placards are renewed every three years. A renewal application form is automatically mailed to the name and address on file with the Motor Vehicle Commission. The applicant will be required to attest that the qualifying medical condition still exists and a new card will be issued. The applicant will keep the same placard that was initially issued.

If you do not receive your renewal form, you may visit any Motor Vehicle Commission Agency or call the MVC at 609-292-6500 or (toll-free in NJ) 888-486-3339. Once completed, mail the application to:

**Motor Vehicle Commission
Special Plate Unit
PO Box 015
Trenton, NJ 08666-0015**

Generally, MVC requires 3 weeks to renew plates and placards through the mail. Additional time should be allowed for mailing.

There is no fee for the identification card or placard.

PLEASE NOTE: Upon receipt of an application for renewal for either license plates or placards, the Motor Vehicle Commission may require the applicant to submit a statement from their physician recertifying qualification as provided under N.J.A.C. 13:20-9.1(a) 4.

PLACARD REPLACEMENT:

Damaged or lost placards may be replaced by visiting any Motor Vehicle Commission Agency. If your placard is damaged, bring the damaged placard and your original “Disabled Person Identification Card”. If your placard is lost, bring your original “Disabled Person Identification Card”.

If **both** the Disabled Person Identification Card **and** placard are lost but not yet expired, it may be possible to reissue a new placard and identification card, if you have a driver license or other form of identification and a notarized statement attesting to the loss of the identification card and placard.

If you cannot go to a Motor Vehicle Commission Agency, you may replace your placard by mail. Mail your original “Disabled Person Identification Card” and either the damaged placard or notarized statement attesting to the loss of the placard to:

**Motor Vehicle Commission
Special Plate Unit
PO Box 015
Trenton, NJ 08666-0015**

There is no fee for a replacement placard.

Please Note: You must present your original “Disabled Person Identification Card” either in person or by mail. A photocopy is not acceptable and will be cause for your replacement application to be returned.

DISABLED PERSON IDENTIFICATION CARD REPLACEMENT:

You can go into any Motor Vehicle Commission Agency to acquire a replacement card. Bring your placard with you.

There is no fee for a replacement disabled person identification card.

Remember, it is important to always have a current identification card in your possession if you wish to utilize designated handicapped symbol parking spaces using either a placard or plates.

If **both** the Disabled Person Identification Card **and** placard are lost but not yet expired, it may be possible to reissue a new placard and identification card, if you have a driver license or other form of identification and a notarized statement attesting to the loss of the identification card and placard.

ABUSE AND PENALTIES:

By law, eligibility for license plates and/or placards for persons with disabilities are limited to conditions where the applicant:

1. Has lost the use of one or more limbs as a consequence of paralysis, amputation, or other permanent disability.
2. Is severely and permanently disabled and cannot walk without the use of or assistance from a brace, cane, crutch, another person, prosthetic device, wheelchair or other assistive device.
3. Suffers from lung disease to such an extent that the applicant's forced (respiratory) expiratory volume for one second, when measured by spirometry, is less than one liter, or the arterial oxygen tension is less than sixth mm/hg on room air at rest; or uses portable oxygen.
4. Has a cardiac condition of the extent that the applicant's functional limitations are classified in severity as Class III or Class IV according to standards set by the American Heart Association.
5. Is severely and permanently limited in the ability to walk because of an arthritic, neurological, or orthopedic condition; or cannot walk two hundred feet without stopping to rest.
6. Has a permanent sight impairment of both eyes as certified by the N.J. Commission of the Blind.

No other person is eligible for special parking privileges. A physician's certification is required as part of the initial application process and the Motor Vehicle Commission may require you to submit a statement from your physician recertifying qualification at renewal as provided under New Jersey law (N.J.A.C. 13:20-9.1(a) 4.).

It is important for you to know that under New Jersey law (N.J.S.A. 2C:21-4a), making a false statement or providing misinformation on an application to obtain or facilitate the receipt of license plates or placards for persons with disabilities is a fourth degree crime and a person who has been convicted of an offense may be subject to pay a fine, such fine not to exceed \$10,000 and a term of imprisonment of up to 18 months.