



# Office of the County Clerk

MONROE COUNTY, NEW YORK

Ms. Jamie Romeo, Monroe County Clerk

## DMV Emergency Operations Plate Surrender Drop Off

### INSTRUCTIONS

- 1.) Please complete the form below by printing *neatly*. If we cannot read your form, it will make it more difficult for us to promptly process your plate surrender!
- 2.) Address the smaller envelope in your plate surrender kit to yourself so that we can mail you your surrender receipt.
- 3.) Include **\$1 cash or a check payable to Monroe County Clerk** for processing.
- 4.) Place **all items** (your plates, the \$1 fee, the self-addressed envelope, and this completed form) into the large envelope and seal it. Write today's date across the flap.
- 5.) You will receive your plate surrender receipt (form FS-6T), proving that your vehicle is no longer registered and on the road in New York State, by mail from Monroe County.

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### EMERGENCY OPERATIONS PLATE SURRENDER FORM

PLATE #: \_\_\_\_\_ TODAY'S DATE: \_\_\_\_\_

VEHICLE CLASS (circle one): PAS COM SPC Other: \_\_\_\_\_

(This helps us process your surrender faster but we can complete the transaction without it. It is on your registration sticker and document.)

NAME OF CURRENT REGISTRANT:

\_\_\_\_\_

CURRENT ADDRESS OF REGISTRANT:

\_\_\_\_\_

WOULD YOU LIKE A CREDIT OR REFUND OF ANY REMAINING VALUE ON THE REGISTRATION? PLEASE CHECK ONE:

(If you select credit, any remaining time until the expiration of the registration will be stored and can be used the next time you register a vehicle. If you request a refund, you will receive a check directly from NYS DMV in Albany. You are only eligible for a refund if at least one year is remaining on the registration.)

CREDIT \_\_\_\_\_ REFUND \_\_\_\_\_