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9/16/2019

Montana Library Association  
Debbi Kramer  
33 Beartooth View Drive  
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Re: Specialty plate legislative changes

Dear Sponsor,

This letter is to inform you of new annual specialty license plate certification requirements enacted by the 2019 Montana Legislature (MCA 61-3-474 and 475). These requirements are effective January 1, 2020.

1. An organization must certify their organization's status annually by providing the following:
  - a. Form MV117 (Annual Certification Form)
  - b. Montana banking account information (routing and account) faxed to 406-444-2086 attention: Specialty Plates.
  - c. Current Internal Revenue Service (IRS) form 990 proving at least 75% of donation fees being spent in Montana.
  - d. **Key date:** Your annual certification is due **9/30/2020**
2. An organization must meet or exceed 400 registered plates annually
  - a. A registered plate snapshot will be taken January 3rd each year.
    - i. If the snapshot does not meet the 400 requirement, the specialty plate will be revoked.
    - ii. If the snapshot meets or exceeds the 400 requirement or your plate release date is less than three years from the snapshot date, the specialty plate is not affected.
  - b. If an organization is revoked, they may not apply for another specialty plate for 4 years.
  - c. **Key information:**
    - i. Specialty plate initial release date **July 2009**
    - ii. 2019 registered plate snapshot **183**

If your organization is interested in being placed on the Motor Vehicle Administrative Rule Master List, please send an email to [mvdtitleinfo@mt.gov](mailto:mvdtitleinfo@mt.gov) with your name, organization, and contact information, whether you will accept notification of proposed rules by email, and specify if you would like to receive (1) all rules related to the Motor Vehicle Division; (2) all rules related to vehicles; or (3) just rules related to specialty plates.

If you have questions regarding this information, please contact [mvdtitleinfo@mt.gov](mailto:mvdtitleinfo@mt.gov)

Sincerely,  
Specialty Plate Liaison  
Vehicle Services Bureau  
Motor Vehicle Division