

Florida

Department of Highway Safety and Motor Vehicles

Division of Motorist Services

PROCEDURE RS-40	SUBJECT: HONORARY CONSUL LICENSE PLATES
<p>DESCRIPTION AND USE:</p> <p>THIS PROCEDURE PROVIDES INFORMATION AND INSTRUCTIONS TO <u>ASSIST</u> TAX COLLECTOR EMPLOYEES, LICENSE PLATE AGENCY EMPLOYEES, AND THE DEPARTMENT OF HIGHWAY SAFETY AND MOTOR VEHICLES <u>WITH PROPERLY REGISTERING THE OWNED OR LEASED MOTOR VEHICLES OF PERSONS</u>, IDENTIFYING THEMSELVES AS HONORARY CONSULARS, CAREER CONSULARS, CONSUL GENERALS AND OTHER DIPLOMATS.</p>	
<p>I. PROVISIONS OF LAW</p> <p><u>Chapter 320, Florida Statutes, does not address</u> the issuance of Honorary Consul license plates. Therefore, administratively, these license plates are issued as special license plates for the members of the Florida Honorary Consular Corps.</p> <p>II. ELIGIBILITY CRITERIA:</p> <p>A. Only honorary consulars who are members of the Florida Honorary Consular Corps qualify to receive an Honorary Consul license plate issued by the state of Florida.</p> <p>B. Other individuals such as career consulars, consul generals, and other such diplomats must obtain license plates from the United States Government and not from the state of Florida. The individuals who inquire about special diplomatic license plates must be directed to contact the following agency for assistance.</p> <p style="text-align: center;">US Department of State Office of Foreign Missions DMV Section, Regional Director 95 Merrick Way, Suite 505 Coral Gables, FL 33134</p> <p style="text-align: center;">Telephone Number (305) 442-4943 ext. 26</p>	
<p><i>Revision(s) to this procedure: Revised all pages with various updates.</i></p>	
EFFECTIVE DATE Immediately	REVISION DATE 10/24/12
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III. APPLICATION REQUIREMENTS:

Honorary Consul license plates are initially issued and replaced by the Division of Motorist Services. The following documents (A-D) are required and may be mailed or faxed to:

- **Division of Motorist Services**
Personal and Confidential: Title and Registration Issuance
2900 Apalachee Parkway, MS 72
Tallahassee, Florida 32399-**0620**
- **FAX#: (850) 617-3948**

A. LETTER OF REQUEST:

The applicant must submit a letter requesting the issuance of an Honorary Consul license plate, which contains the following information:

1. The applicant's mailing address (printed legibly). If the applicant uses a post office box or an out-of-state address, a Florida (residential) address must also be provided.
2. **A contact phone number.**

B. PROOF OF IDENTITY:

- 1. A copy of the applicant's Florida Driver License or Identification Card.**
- 2. A copy of the applicant's current Consular Identification Card.**

NOTE: Membership in the Florida Honorary Consular Corps is verified by the Division of Motorist Services.

C. PROOF OF OWNERSHIP:

ONE of the following is acceptable as proof of ownership for the applicant's motor vehicle:

1. A copy of the current Florida Vehicle Registration Certificate **in the name of the applicant.**
2. A copy of the title application receipt, form HSMV 82041, Application for Certificate of Title and/or Vehicle Registration, showing a Florida Certificate of Title has been applied for in the applicant's **or lessor's** name.

NOTE: When the applicant is leasing the motor vehicle, a copy of **his/her** lease agreement is required.

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D. PROOF OF INSURANCE:

Proof of Florida insurance is required. Refer to DMS Procedure RS-36 for additional insurance requirements.

Proof of insurance is not required on mopeds, motorized bicycles, motorcycles or trailers.

E. FEE:

Once the required documentation (III, A-D of this procedure) is received by the Title and Registration Issuance Unit, the applicant will be contacted and advised of the required fee and the methods of payment allowed.

IV. RENEWALS AND TRANSFERS:

Renewals and transfers may be processed in the county tax collector's office.

V. REPLACEMENT LICENSE PLATES:

Replacement license plates are issued only by the **Title and Registration Issuance Unit**. The following is required:

- A. A copy of the applicant's current registration certificate.
- B. Form HSMV 83146, Application For Replacement License Plate, Validation Decal or Parking Permit, accurately completed.
- C. Fees payable to the Division of Motorist Services, which must include the Replacement fee, Service fee, Air Pollution Control fee, Emergency Medical Services fee, FRVIS fee, Reflectorization fee, Advanced Replacement fee, and Decal on Demand fee. Refer to the Registration Fees and Flat Taxes Distribution Chart for applicable fees.
- D. When an applicant reports a license plate or decal as stolen to a law enforcement agency and attests that the license plate or decal has been reported as stolen on form HSMV 83146, no fee should be charged for the replacement license plate or decal.

VI. MISCELLANEOUS:

- A. Honorary Consul license plates may be issued for display on a motor vehicle owned or leased by the Honorary Consular.
- B. The Honorary Consul license plate must be issued in the name of the consular.
- C. Should any of the following occur, the Honorary Consul license plate must be returned to the Division of Motorist Services for cancellation:
 - 1. Death of the Honorary Consular.
 - 2. Consular no longer owns or leases a motor vehicle.
 - 3. The consular is no longer a member of the Florida Honorary Consular Corps.
 - 4. The consular is no longer a resident of the state of Florida.

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