



# Florida

## Department of Highway Safety and Motor Vehicles

### *Division of Motorist Services*

<b>PROCEDURE</b> RS-67	<b>SUBJECT:</b> PRESALE SPECIALTY LICENSE PLATE VOUCHERS
<p><b>DESCRIPTION AND USE:</b></p> <p>This procedure provides information and instructions to guide employees and agents of the Department in issuing presale specialty license plate vouchers.</p> <p><b>PROVISIONS OF LAW:</b></p> <p>This procedure is governed by:</p> <p><a href="#">Section 320.04, Florida Statutes</a>  <a href="#">Section 320.08053(2)(a), Florida Statutes</a>  <a href="#">Section 320.08053(2)(b), Florida Statutes</a>  <a href="#">Section 320.08056, Florida Statutes</a>  <a href="#">Section 320.08058, Florida Statutes</a></p> <p><b>FORMS:</b></p> <p>The form listed below is used to request the refund described in this procedure:  Form <a href="#">HSMV 83363</a> Application for License Plate and Decal Refund</p>	
<hr/> <p><i>Revision(s) to this procedure: Removed Hispanic Achievers and St. Johns River specialty license plates, as the organizations did not meet their presale requirements. Clarified current information.</i></p>	
<b>EFFECTIVE DATE</b>  Immediately	<b>REVISION DATE</b>  07/18/16

**STATE OF FLORIDA**  
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**STATE OF FLORIDA**  
**Division of Motorist Services**

PROCEDURE

RS-67

SUBJECT:

PRESALE SPECIALTY LICENSE PLATE VOUCHERS

**PRESALE SPECIALTY LICENSE PLATE VOUCHERS, INVENTORY CODES, FEES, AND INITIAL OFFERING DATES:**

**SPECIALTY  
PLATE**

**INVENTORY  
CODE**

**SPECIALTY  
PLATE FEE**

**INITIAL  
OFFERING DATE**

**Currently, there are no specialty license plates that are being offered as presale vouchers.**

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**GENERAL INFORMATION:**

- A. Before a new specialty plate is manufactured, 1,000 presale vouchers must be sold within two years of the initial offering date. Plate ranges will not be assigned unless the presale goal of 1,000 vouchers is met.
- B. Presale vouchers will be processed using the existing Specialty Plate Voucher transaction under the Miscellaneous Revenue menu option available in FRVIS.
- C. The following fees will be charged for a presale transaction: specialty plate fee, processing fee, service fee, and branch fee. All other applicable fees will be charged when the specialty plate is issued.
- D. **FRVIS** will determine when to issue a presale voucher based on the sales status code. The screen will warn when a presale voucher will be issued by displaying the message, **“Selected Plate Code Is Authorized For Pre-Sale Only. It has not met minimum sales Requirement!”**
- E. When the license plate on the presale voucher becomes authorized, the voucher can only be used with the issuance of that specific license plate; **which can be processed at the time the license plate becomes available or when the customer’s current license plate is renewed.**
- F. If a plate fails to meet the presale goal of 1,000 vouchers sold within the two-year period, the plate will not be manufactured.
- G. If the plate fails to meet the minimum presale requirement, the customer may apply the presale voucher towards a different specialty license plate or apply for a refund for the specialty license plate fee only. **Form HSMV 83363 is used to apply for a refund.**
- H. The Department may de-authorize a specialty license plate and discontinue its issuance if the number of valid specialty license plate registrations falls below 1,000 license plates for at least 12 consecutive months. If the plate associated with the presale voucher meets the 1,000 voucher minimum but is subsequently de-authorized before the voucher is used, the voucher can no longer be used towards a different specialty plate or be refunded.