



Missouri Department of Health and Senior Services

P.O. Box 570, Jefferson City, MO 65102-0570 Phone: 573-751-6400 FAX: 573-751-6010
RELAY MISSOURI for Hearing and Speech Impaired 1-800-735-2966 VOICE 1-800-735-2466

Jane Drummond
Director



Matt Blunt
Governor

December 4, 2007

Dear Friend of the Organ Donor Registry,

Enclosed is **important information about obtaining the new "Be An Organ Donor" License Plate**. Please read the information carefully. You can check out the "Be An Organ Donor" plate online at <http://dor.mo.gov/mvdl/motorv/plates/> (Select "Organizational" and then select "Be An Organ Donor" to view the sample).

To obtain a "Be An Organ Donor" License Plate, you must make a donation to the Missouri Organ Donor Program. The donation is \$25 for one year and \$50 for two years. With receipt of your donation, the program will mail you an "Emblem-Use Authorization" form showing the donation to the fund and a "Specialty Plate Application" form. **Then, you will need to mail three items directly to the Driver and Vehicle Services Bureau in Jefferson City:**

- 1.) The Emblem-Use Authorization form (enclosed),
- 2.) Department of Revenue FORM 1716 - Specialty Plate Application, and
- 3.) A \$15 specialty plate fee payable to Department of Revenue.

Mail these items to:

Missouri Department of Revenue
Driver and Vehicle Services Bureau
Personalized Plate Section
PO Box 100
301 W High Street, Room 370
Jefferson City, MO 65105-0100

Department of Revenue (DOR) will process your application and order the plate. You will be notified by mail when the plate is ready (approximately 4-6 weeks). You will then go to the license office, which you indicate on the application form, and process the transaction for the new plates. Once you have obtained your organ donor plates, all your future renewals can be handled at any license office. In other words, you only have to go through this process the first time.

An important note about the personalizing your plates: The "Be An Organ Donor" plate must be personalized. It is important to provide several options on the application (six choices are recommended). If all of the requested choices are already in use, DOR will return your application. You can call DOR in Jefferson City at 573-751-4509 to inquire if your choices are available and to verify the location of your local license office. Remember that most of the offices are changing fee agents, so it is recommended that you call first. You may also check the DOR website at <http://dor.mo.gov/mvdl/offloc/> for updated office locations.

Please do not hesitate to call me at 888-497-4564 or email organdonor@dhss.mo.gov if you have additional questions. Thank you, in advance, for your support of the Missouri Organ Donor Program.

Sincerely,

Virginia Beatty
Organ Donor Program Manager

Encl:

www.dhss.mo.gov

Healthy Missourians for life.

The Missouri Department of Health and Senior Services will be the leader in promoting, protecting and partnering for health.

AN EQUAL OPPORTUNITY / AFFIRMATIVE ACTION EMPLOYER: Services provided on a nondiscriminatory basis.