



State of New Jersey
DEPARTMENT OF MILITARY AND VETERANS AFFAIRS
POST OFFICE BOX 340
TRENTON, NEW JERSEY 08625-0340

CHRIS CHRISTIE
Governor
Commander-in-Chief

☆☆
GLENN K. RIETH
Major General
The Adjutant General

DEPARTMENTAL DIRECTIVE
No. **451-2***

15 June 2011

MOTOR VEHICLES
SPECIAL NEW JERSEY NATIONAL GUARD LICENSE PLATES

1. **PURPOSE:** This Directive establishes the policies and procedures for making application for New Jersey National Guard (NJNG) Special Motor Vehicle License Plates.
2. **APPLICABILITY:** The National Guard Special Motor Vehicle License Plate is available and applicable to active, retired, or honorably-separated members of the New Jersey Army or Air National Guard who are residents of New Jersey.
3. **REFERENCES:**
 - a. New Jersey State Public Law No. 1979, Chapter 456
 - b. New Jersey State Public Law No. 1983, Chapter 132
 - c. New Jersey State Public Law No. 1985, Chapter 488
 - d. Chapter 3, Title 39, Motor Vehicle, New Jersey Statutes Annotated (39:3-27.13).
4. **DEFINITIONS:** A "motor vehicle" is defined as a four-wheel, passenger type vehicle owned by the applicant.
5. **RESPONSIBILITY:**
 - a. The Chief, Administrative Service Bureau, Information and Administration Services Division (IASD-ASB) is responsible for management of this program. IASD-ASB will retain a roster of the plates issued by New Jersey Motor Vehicle Services.

**This Directive supersedes Departmental Directive No. 451.2, dated 12 July 2006.*

b. The Unit Commander is responsible for certification that the applicant is an active member of his/her NJNG unit. A copy of NGB-22 will be required of applicants who are retired or honorably discharged from the NJNG.

c. The IASD-ASB Records, Archives, Licenses and Vehicles (RALV) Section Chief will:

(1) Review application.

(2) Verify for active membership in NJNG.

(3) Verify retired and/or honorably separated personnel.

(4) Process application, assign and maintain a roster of the license plate number(s) issued.

(5) Forward application to New Jersey Motor Vehicle Commission (MVC), Special Plate Unit.

d. The New Jersey MVC, Special Plate Unit, is responsible for ensuring the application is in compliance with Title 39, N.J.S.A. and the issuance of the license plates.

6. PROVISIONS:

a. A motor vehicle that is rented, leased or used for commercial or business purpose by the applicant will not be issued NJNG plates.

b. Registration of vehicle must be in applicant's name.

c. Applicant who owns more than one motor vehicle shall be limited to two sets of NJNG Plates.

d. NJNG plates may be transferred to another motor vehicle upon sale of the original vehicle for which the plates were issued. The transfer fee will be established by the MVC.

e. The Chief, IASD-ASB, will coordinate for The Adjutant General (TAG) the assignment of special numbers to be attached to the application(s) forwarded to MVC, Special Plate Unit.

f. It is unlawful for any person issued NJNG Plates to knowingly permit them to be displayed on any vehicle other than the vehicle which the plates were issued to.

g. Lost or stolen plates may be replaced at a fee to be determined by the MVC.

(1) Regular plates \$ 15.00

(2) Personalized \$ 50.00

h. The MVC will issue and mail the NJNG Plates directly to the applicant's address as stated on the application.

i. The provisions of these Public Laws are supplementary to the Laws of the State of New Jersey pertaining to the registration of motor vehicles and nothing herein shall be construed as abridging or repealing any such laws.

7. PROCEDURES:

a. For current active members of the NJNG:

- (1) A special application (enclosure 1) may be obtained from the Unit Administrative Office.
- (2) If application is not available at the Unit Administrative Office, contact the Department of Military and Veterans Affairs Vehicle Coordinator (IASD-ASB-RALV) at (609) 530-6866.
- (3) Attach check or money order made payable to "NJ Motor Vehicle Commission" and a copy of current vehicle registration to application. Mail to:

NJ Motor Vehicle Commission
Special Plate Unit
25 So. Montgomery Street
Trenton, NJ 08666

b. For NJNG retired or honorably separated

- (1) Contact the Department of Military and Veterans Affairs Vehicle Coordinator (IASD-ASB-RALV) at (609) 530-6866 to request an application.
- (2) Attach copy of NGB-22, a copy of current New Jersey vehicle registration and a check or money order made payable to "NJ Motor Vehicle Commission" to application and mail to:

Department of Military and Veterans Affairs
ATTN: 1SG (Ret) Edward E. Turrian (IASD-ASB-RALV)
PO Box 340
Trenton, NJ 08625

8. SURRENDER OF NJNG LICENSE PLATES:

a. NJNG License Plates may be retained as long as issued owner desires, however, following conditions will dictate:

- (1) Whenever the holder of the plates ceases to be a current and active member for reasons other than retirement or honorable discharge.

(2) Whenever TAG has determined that the holder of the plates has violated NJ Motor Vehicle Laws to the point of embarrassment to the NJNG.

(3) Whenever the owner of the plate dies, the next of kin will surrender plates to MVC within 90 days.

b. Plates may be surrendered at any MVC Inspection Station.

The proponent of this Directive is the Information and Administrative Services Division, Administrative Services Bureau (IASD-ASB).

Users are invited to submit comments and suggested improvements directly to NJDMAVA, ATTN: IASD-ASB, PO Box 340 Trenton, NJ 08625-0340.

OFFICIAL:

GLENN K. RIETH
Major General, NJARNG
The Adjutant General



DAVID SNEDEKER.
Chief Information Officer
Director, Information and Administrative Services Division

DISTRIBUTION: A, B, C, D, E, F

1 Encl

1. National Guard Special Motor Vehicle License Plate Application Form

ENCLOSURE 1

N.J. DIVISION OF MOTOR VEHICLES - 609-292-0800
 SPECIAL PLATE UNIT - 25 SQ. MONTGOMERY STREET
 TRENTON, NEW JERSEY 08666

INSTRUCTIONS: DO NOT DETACH THIS STUB. Fill in your name and address on the other side of it. Complete all sections of the application. **PRINT CLEARLY OR TYPE.** Enter the vehicle description **EXACTLY** as it appears on the registration certificate. Vehicle **MUST** be owned by the applicant. See information sheet.

Have your Unit Commander sign the certification on the reverse side that you are a member of his unit.

Return the complete application to the EXACT address shown above together with:

1. A PHOTOCOPY OF THE CURRENT VEHICLE REGISTRATION CERTIFICATE.
2. A check or money order for \$15, payable to N.J. Division of Motor Vehicles.

NATIONAL GUARD PLATE APPLICATION									
FOR DIVISION USE		REGISTRATION EXPIRES		FULL SERIAL NUMBER OF VEHICLE					
MONTH		YEAR							
NAME OF REGISTERED OWNER				DRIVER LICENSE NUMBER					
STREET ADDRESS				CITY		STATE		ZIP CODE	
VEHICLE MAKE		YEAR	VEH. TYPE	WEIGHT CLASS	COLOR		MODEL		
YOUR BIRTH DATE			SEX	PRESENT PLATE NUMBER					
I certify the statements on this application are true and I understand I must surrender the National Guard license plates to the Division of Motor Vehicles within 15 days after my association with the N.J. National Guard is terminated.									
SIGN HERE X _____				DATE ____/____/____					

NECS/RTN-42740-0

Certification by National Guard Unit Commander:

To: Director, New Jersey Division of Motor Vehicles, I the undersigned, do certify that the applicant named herein is a member of the following N.J. National Guard Unit.

UNIT		AIR	ARMY
STREET ADDRESS			
CITY		STATE	ZIP CODE

X _____
 Signature of Unit Commander

Please fill in your name, address and zip code on this plate mailing stub.

rank

NAME		
STREET ADDRESS		
CITY	STATE	ZIP CODE

NECS/RTN-42740B-0