



# Frequently Asked Questions:

## Plates

### What is an optional plate?

Optional plates include a range of designs and styles that allow you to personalise a vehicle number plate. The optional plate range includes:

- Biz series
- Chinese zodiac series
- Custom series
- Design series
- Euro series
- Frangipani series
- Intense series
- Name series
- Personalised series
- Platinum series
- Prestige series
- Retro series
- Sport series
- Zodiac series

For an overview of all plate series available go to [Optional and personalised plates](#) on our website

### How can I order an optional plate?

You can check if your plate characters are available, design your plates and order them online. Alternatively you may download an application form and post it, along with a cheque (made payable to the Department of Transport), or take it to your nearest Driver and Vehicle Services Centre or regional agent.

Payment in full is required on application.

### How do I complete the application form?

If you are ordering your plates online, there is no need to complete an application form.

If you are ordering your plates at a Driver and Vehicle Services Centre or regional agent you must complete an application form for the plate you require.

If you choose to download and print the application form, you must complete all of the details clearly. You must be clear as to what characters you would like displayed on the plate when ordering.

Please write the following characters carefully:

- The letter: O
- A zero: Ø
- The letter: I
- The number one: 1
- A space (gap)

Do not include a space at the beginning of a plate.

### **How do I find out if an optional plate is available to order?**

Go to Optional and personalised plates online to choose a plate series. Check if your plate characters are available, design your plates and order online.

### **How long will it take for my optional plates to be ready for collection?**

Once you have applied and paid for an optional plate, it may take 3 to 4 weeks for your plate to be ready for collection.

### **How do I collect my optional plates to affix to my vehicle?**

If you wish to affix your new plates to your vehicle you will need to attend the collection site with your existing number plates and your current licence papers. If you do not have a licensed vehicle to affix the number plates to then the plates will be stored by us until you have a suitable licensed vehicle. You are required to provide two forms of identification when collecting your plates. At least one of the forms of identification must contain your signature.

### **Can another person collect my plates on my behalf?**

If another person is to collect the plates on your behalf they will be required to provide two forms of identity, one of which must show their signature.

### **Whose responsibility is it to remove my vehicle's existing number plates and attach my new plates?**

It is the responsibility of the person collecting the plates to remove the vehicle's existing number plates and to attach the new plates using their own tools. Alternatively it is suggested that the car is left at home and you bring in the old plates to exchange for the new ones.

### **How much will an optional plate cost?**

The fee varies depending upon the plate series. Please refer to Plate fees on our website.

## Is there a charge to store my optional plates?

Plates not attached to a Western Australian licensed vehicle will be stored by us and a storage fee for each year or part thereof may be charged to the person entitled to the Right to Display and Trade the plates.

## What colours can I choose from?

Each plate series has its own colour range. Select a plate series to find out what colours are available. For an overview of all plate series available go to Optional and personalised plates on our website.

## What plate characters can I apply for?

Please refer to each plate series for character options available. All plate applications are reviewed for suitability for issue prior to final approval.

The Chief Executive Officer (CEO) reserves the right to refuse any plate application. Where an application is refused, you will be advised in writing.

## Why would my plate application be refused?

Grounds for refusal include but are not limited to:

- Have offensive, sensitive or contentious connotations (for example, sexual, violent, drug related, perverse or racial content)
- Have negative political or anti law references (for example, gang related names or conflicts with road safety messages)
- Be likely to incite or promote hatred including but not limited to negative religious or cult references
- Be a registered name of a company or business, and the applicant is not the Director of the said company or business for which the plate is requested
- Be ambiguous and plate characters not easily identifiable
- Be in contravention of any State or Commonwealth Legislation (for example ANZAC, NAVY, RAN, AFC, RAAF)
- Be a close resemblance of character combinations of an existing vehicle number plate or series of plates
- Any of the above in a language other than English or could be read by using a rear view mirror
- Make or model of vehicle

## What should I do if I have optional plates on my car and I want to sell the car with the plates?

If the vehicle is fitted with optional plates, and you intend to sell them with the vehicle, a 'Transfer of Right to Display Special Plates' (VL176) form must be signed by both parties.

For more information refer to our web page on Sell or transfer plates.

## **What should I do if I want to sell my car without the optional plates?**

If you do not intend to sell the plates with the vehicle, return the optional plates to a Driver and Vehicle Services Centre for retention and receive a set of ordinary state plates for the vehicle you are selling. A fee applies.

## **How do I order plates showing my support for an AFL club?**

AFL plates must be ordered through the team's W A supporters club. See our website for a contact list of AFL supporters clubs.

## **How do I order plates showing the name of my company?**

The price for each set of Corporate series plates varies according to the material, the number of colours featured in the logo and how many orders are placed in the initial order.

Please email us at [sportcorp@transport.wa.gov.au](mailto:sportcorp@transport.wa.gov.au) or contact us on 13 11 56 to discuss your requirements.

## **How do I order plates showing the crest of my local shire?**

Most shires make these available for order through their shire offices. At the time of ordering you nominate which of the Driver and Vehicle Services Centres or regional agents you wish to pick them up from.

Plates take approximately six weeks to arrive.