



South Carolina Department of Motor Vehicles Application to Replace or Surrender Plate, Decal, or Registration

452
(12/2024)

Applications are accepted at SCDMV branches or can be mailed to: SCDMV, PO Box 1498, Blythewood, SC 29016

SECTION I - Name and Address of Registered Owner/Plate Information:

1 Full Name Delphine R. Ravenel Phone Number (843) 555-0146
Residence Address 214 Meeting House Rd City Summerville State SC Zip Code 29483
Mailing Address _____ City _____ State _____ Zip Code _____
License Plate No. KTR 419 Vehicle Identification Number 5FNYF6H52HB412907

*For multiple plates, you must complete Section VI

Golf Cart Permit # _____

Update Voter Registration Unless you indicate otherwise, the addresses above will be used by the State Election Commission to update your voter registration:
☐ Do not update my residence address. ☐ Do not update my mailing address.

SECTION II - Turn In/Report (check one) ☒ License Plate ☐ Golf Cart Permit

☐ Suspended ☐ Exchanged for Special Plate ☐ Relinquished Special Plate ☐ Found ☐ Moved out of state
☐ Voluntary Turn In ☐ Voluntary Turn In (owner retained plate) ☐ Lost ☐ Other (state reason) _____
2 ☒ Vehicle Sold Date: 09/12/2026 To: Curtis N. Ashmore Address: 3117 Ridgeway Church Rd, Anderson, SC 29625

3 ☒ Please check if you wish to obtain a receipt.

4 ☒ Please check this box if you are requesting a plate refund

SECTION III - I wish to replace (check one) ☐ Expiration Year Decal ☐ Plate ☐ Registration

(Required) ☐ I attest that I have not requested or received a refund for vehicle property tax or registration fees for this license plate.
If your license plate was turned in on a prior date or "other" is marked, additional requirements may be necessary for replacement.

I certify the plate, expiration year decal, or registration was: (check one) ☐ Turned In ☐ Other (state reason) _____

☐ Lost ☐ Stolen ☐ Destroyed ☐ Never Received ☐ Defective ☐ Damaged in Mail

INSURANCE CERTIFICATION (Required if replacing decal or plate.)

Under penalties of perjury, I declare this vehicle is insured with the following company named below and I will maintain liability insurance throughout the registration period.

Insurance Company Name: _____

SECTION IV - Authorized individual making report or obtaining replacement (If different from registered owner)

Name _____ Street Address _____
City _____ State _____ Zip Code _____
Signature of Authorized Individual _____

SECTION V - I certify all information provided in this application is true and correct. (Required)

6 Delphine R. Ravenel Delphine R. Ravenel 09/14/2026
Registered Owner's Printed Name Registered Owner's Signature Date



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SECTION VI - Only required for multiple plate turn in requests.

License Plate Number	Year/Make	Vehicle Identification Number
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		

DMV USE ONLY: Do not write below this line

New Plate ID Presented Office/Clerk Date

☐ DMV Plate Refund Initiated

VISIT OUR WEBSITE AT [DMV.SC.GOV](https://dmv.sc.gov)

How to fill out 452 — Application to Replace or Surrender Plate, Decal, or Registration

sellmycarhub.com

South Carolina · written against 452 (12/2024), issued under S.C. Code Ann. 56-3-1260, 56-3-1310 and </forms/south-carolina/452-replace-or-surrender-plate-decal-registration/> 12-37-2725

One form doing two opposite jobs - replacing a plate you have lost, and handing back a plate you no longer need. For a seller it is the second of those, and it is the only step in a South Carolina sale that pays money back: turn the plate in, and the county auditor orders a prorated refund of the property tax for the complete months left in the year.

This sheet is not the form. Download the blank 452 from the South Carolina Department of Motor Vehicles at <https://dmv.sc.gov/sites/scdmv/files/2026-05/452%20Application%20to%20Replace%20License%20Plate%20or%20Expiration%20Year%20Decal%205-20.pdf> — always take the current revision from the agency rather than a copy. Print this and keep it beside you while you complete theirs.

Every line, in the order you meet it

1	YOU	Section I, you and the plate	Your name, phone, residence and mailing addresses, then the plate number and the VIN of the vehicle it came off. Watch out: The addresses matter more than usual here: the refund is ordered by your county auditor and the treasurer's cheque follows the address on the record.
2	YOU	Section II, tick Vehicle Sold	The box with three cells beside it - the date sold, who to, and their address. Watch out: Those three cells are the same three facts as the Notice of Vehicle Sold. Filling both forms at the same table means the dates cannot disagree.
3	YOU	The receipt box	Please check if you wish to obtain a receipt. Watch out: Tick it. It is the only acknowledgement the SCDMV produces for a plate turn-in, and it is what the county auditor's office asks to see when the refund is queried.
4	YOU	The refund box	Please check this box if you are requesting a plate refund. Watch out: This is the money. Under S.C. Code Ann. 12-37-2725 the auditor orders a credit or refund proportionate to the complete months remaining in the tax year, and an untickd box leaves it unclaimed.
5	YOU	Leave Section III alone	The replacement half - decal, plate or registration, and the certification of how it was lost. Watch out: It carries an attestation that no property tax or registration fee refund has been claimed on the plate. A seller claiming a refund cannot truthfully sign it, which is the clearest sign it is the wrong section.
6	YOU	Section V, sign and date	Registered owner's printed name, signature and date, marked required. Watch out: Section IV above it is for somebody handing the plate in on your behalf, and it is signed by them rather than by you. Both can be completed where somebody else is doing the running.
7	YOU	Put the plate in the envelope	The metal goes to Plate Turn-In, PO Box 1498, Blythewood, SC 29016-0024, or across a branch counter with this form. Watch out: The registration card goes back too - the Code says concurrently. And the insurance comes off last, once the plate is gone, not first.

What gets this one rejected

- Section III completed on a turn-in. Replacing and surrendering are different transactions, and the attestation in Section III is that no refund has been claimed - which is the opposite of what a seller is doing.
- Vehicle Sold ticked with no date, buyer or address. The three cells beside the box are the whole of what makes it a sale rather than an abandonment.
- No refund box ticked by a seller who wants the money. The tick is what routes the paperwork to the county auditor.
- An expired plate posted in. The SCDMV's own line is that only active license plates can be returned, and an expired one does not need to be.
- Several plates crammed into Section I. The note points at Section VI, which has ten rows for exactly that.
- Sent without the plate. This form and the metal go in the same envelope to Plate Turn-In at 29016-0024, or across the counter at a branch together.

☒ Amber is what you write ☐ Grey is a block somebody else completes The filled-in example is at the start of this sheet.

Read off 452 (12/2024) and the South Carolina Department of Motor Vehicles's own pages, current as of 2026-08-23. Plain-language help with a form, sellmycarhub.com not legal advice — where this and the agency differ, the agency governs.