



License Plate Replacement Application

To apply for a replacement license plate(s), take or mail this completed application, **with a photocopy of your current registration and fees** to any vehicle licensing office. **Replacement of Disabled American Veteran or Prisoner of War plates must be processed in Olympia.** Keep a copy of this completed form in your vehicle as proof that you have submitted an application for replacement license plates.

Applicant

1 PRINT OR TYPE Name of registered owner <i>Rosalind T. Vandermeer</i>		Driver license number <i>VANDERT418QK</i>	
2 Mailing address <i>4118 N Ruby St</i>			
City <i>Spokane</i>		State <i>WA</i>	ZIP code <i>99207</i>
		(Area code) Daytime phone number <i>(509) 555-0164</i>	
License plate number <i>BKT4192</i>	Tab expiration date <i>04/30/2027</i>	Vehicle Identification Number (VIN) <i>2T3RFREV5FW184726</i>	
	Year <i>2015</i>	Make <i>Toyota</i>	
Plate(s) I am applying for a replacement plate because the current plate(s) has been: ☒ Lost ☐ Stolen ☐ Mutilated			
5 Plate type ☒ Automobile ☐ Motorcycle ☐ Trailer, large ☐ Trailer, small			
Background design (example: Keep Kids Safe) _____			

6 <i>08/18/2026</i>	X <i>Rosalind Vandermeer</i>
Date	Signature of registered owner

To keep your standard or special plate number*

☐ Check if you want replacement plates with the same number as your current plates. Be sure to include the additional fee with this application. If the additional fee is not paid, the replacement plates will be the next available number/letter, letter/number combination, or Special Plate background design.

Replacement **HAM** and **MARS** plates will be issued with the original number, indicating your FCC license number.

Armed forces collection plates: Check the box next to the decal you had on your existing plates:

☐ Veteran ☐ Retired ☐ Active duty ☐ Reserves ☐ Disabled veteran
☐ Army guard ☐ Air guard ☐ Army, retired ☐ Air, retired ☐ Fallen hero

Personalized plate*

Your replacement plates will be the same number/letter, letter/number or Special Plate background design format as your current plates. Fill in the information below to insure the exact format of your personalized plates. Please print exactly the way the plate should look, including hyphens and spaces, if used.

Sample:

U	-	R	G	R	8
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***If the license plate has been reported stolen or our records indicate the vehicle has been stolen, the same number/letter combination will not be used. This is a law enforcement issue and is for the protection of the public.**

How to fill out 420-504 — License Plate Replacement Application

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Washington · written against 420-504 (R/8/16), issued under RCW 46.17.200 and WAC 308-96A- </forms/washington/420-504-license-plate-replacement-application/>
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The only plate form Washington publishes, and it is not the one most sellers go looking for. There is no plate surrender form in the Washington set - plates are handed in over a counter or posted to Olympia. This one is for a plate that has been lost, stolen or mutilated, and a seller meets it when the plates that are supposed to come off the car cannot be found.

This sheet is not the form. Download the blank 420-504 from the Washington State Department of Licensing at <https://dol.wa.gov/sites/default/files/forms/420504.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	The applicant band	Name of the registered owner and driver licence number. Watch out: It has to be the registered owner. A replacement plate application from somebody who is not on the record does not get one.
2	YOU	Mailing address and daytime phone	Where the plates are posted, and how the department reaches you about it. Watch out: Plates come by post, so this is the address they arrive at - not necessarily the residence address on the vehicle record.
3	YOU	The plate and vehicle band	Plate number, tab expiration date, identification number, year and make. Watch out: The plate number is the one being replaced. If you cannot remember it, it is on the registration you have to photocopy anyway.
4	YOU	Lost, stolen or mutilated	One of three ticks. Watch out: Stolen has consequences the other two do not: the department will not reissue the same combination on a plate reported stolen.
5	YOU	Plate type and background design	Automobile, motorcycle, large trailer or small trailer, then the design if it is not a standard plate. Watch out: The form gives its own example of a background design. If your plates carry one and you leave the line blank, what comes back will be plain.
6	YOU	Sign and date it	One signature line, after the form is printed out. Watch out: There is no notarisation block here, which makes this one of the few forms in the Washington set you can complete and post without seeing anybody.
7	YOU	Keeping your number	A tick, and an additional fee that has to go in with the application. Watch out: Tick without paying and you get the next available combination. On an ordinary sale it rarely matters - the plates are coming off the car anyway.
8	YOU	The armed forces and personalised blocks	Ten decal ticks, and a grid for printing a personalised plate exactly as it reads. Watch out: The grid is transcribed character by character, spaces and hyphens included. The form's own example is three characters and a space, and it is there because people get it wrong.

What gets this one rejected

- Sending it without a copy of the registration. The instruction is to take or mail this completed application with a photocopy of your current registration and fees.
- Posting a disabled American veteran or prisoner of war plate application to a licensing office. Those must be processed in Olympia.
- Ticking the keep-my-number box and not paying the extra fee, which produces the next available combination instead.
- Expecting the same number back on a plate reported stolen. Where the plate or the vehicle has been reported stolen the department will not reissue the combination, and it says why: it is a law enforcement issue and is for the protection of the public.
- A personalised plate transcribed approximately. The instruction is to print exactly the way the plate should look, including hyphens and spaces, if used.

☐ 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 420-504 (R/8/16) and the Washington State Department of Licensing's own pages, current as of 2026-08-23. Plain-language help with a form, not legal advice — where this and the agency differ, the agency governs.

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