

How to fill out WV-4S — Vehicle Registration Plate Surrender Form

sellmycarhub.com

/forms/west-virginia/wv4s-plate-surrender-statement/

West Virginia · written against WV-4S (Rev 08/22), issued under W. Va. Code 17D-2A-1 et seq.

Five boxes and one sworn sentence for the plate you cannot hand back: I/we hereby state under penalty of false swearing, the above vehicle registration plate has been lost or stolen and cannot be surrendered to the Division of Motor Vehicles as required by West Virginia Law Code 17D-2A-1 et. seq. That citation is the compulsory-insurance article - the reason surrender matters at all is that a plate is supposed to come back when its insurance stops, and this statement is what stands in for the tin when the tin is gone.

This sheet is not the form. Download the blank WV-4S from the West Virginia Division of Motor Vehicles at <https://webapps.transportation.wv.gov/TWS/WVDMVDocumentStorageMigration/PDF/Transportation/DMV/DMVFormSearch/WV-4Spdf.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	Names as the title shows them	Every owner the title prints, written as it prints them. Watch out: Match the certificate, not the checkbook. The statement is filed against the title record, and the names are how it lands there.
2	YOU	Plate, title, make and year	The four identifying boxes down the right side. Watch out: The registration card carries all four. If the card vanished with the plate, the certificate covers everything but the plate number - which an old insurance card or a photo of the car usually supplies.
3	YOU	Sign and date the statement	The (X) line under the printed oath, and the date of this signed statement beside it. Watch out: Stolen rather than lost? Ring the State Police first, then file this - the two reports do different jobs and the Division expects both.

What gets this one rejected

- Using it for a plate you still have. This is a statement that surrender is impossible - a plate in the garage goes back to the Division, not onto an affidavit.
- A guessed title number. The statement ties the missing plate to one registration record; pull the number off the registration card or the certificate rather than approximating.
- One signature for two owners. The sentence begins I/we for a reason - owners as shown on the title make the statement together.
- Forgetting the police when the plate was stolen. The Division's registration page says to immediately notify the West Virginia State Police if a license plate is lost or stolen - this form tells the DMV, not law enforcement.
- Filing it instead of the sold notice. This statement accounts for the plate; the DMV-1-S reports the sale. After a sale with a lost plate you may well owe both.

☒ Amber is what you write ☐ Grey is a block somebody else completes The completed example follows overleaf.

Read off WV-4S (Rev 08/22) and the West Virginia Division 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.

WV-4S Rev. 08/22

VEHICLE REGISTRATION PLATE SURRENDER FORM



LIST NAME(S) AS SHOWN ON VEHICLE TITLE:

Coretta S. Jarvis

LICENSE PLATE NUMBER

8UP 241

NOTICE OF SURRENDER:

I/We hereby state under penalty of false swearing, the above vehicle registration plate has been lost or stolen and cannot be surrendered to the Division of Motor Vehicles as required by West Virginia Law Code §17D-2A-1 et. seq.

(X)

OWNER SIGNATURE

TITLE NUMBER

11046395

VEHICLE MAKE

Toyota

MODEL YEAR

2011

DATE OF THIS SIGNED STATEMENT

08 / 17 / 2026