

Vehicle Licensing Guide

Ambulance, Firefighting, and Other Emergency Vehicle License Plates VLIC-200D

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PURPOSE:

To provide instructions on issuance of registration and plates for ambulances, firefighting, life-saving, first aid, and emergency medical services vehicles.

BACKGROUND:

License plates for these vehicles are divided into 3 categories and are issued based on the vehicle type/use:

- (1) Private ambulance or emergency medical service vehicles which hold a valid permit from the Office of Emergency Medical Services, have an EMT on board, and are equipped to provide emergency medical care/transportation to sick, injured, wounded or otherwise incapacitated patients, are issued permanent or standard issue private passenger (PA) or private truck (TK) plates.
- (2) Government emergency medical services vehicles owned and operated by local or state government agencies are issued permanent local government (LO) or state government (ST) plates.
- (3) Volunteer firefighting truck, trailer, semi-trailer, ambulance, life-saving or first aid emergency service vehicles owned or under the exclusive control of a volunteer fire department or volunteer rescue squad are required to have permanent emergency vehicle service (EVS) plates. These vehicles must be used exclusively as an ambulance or life-saving and first aid vehicle and are NOT rented, leased, or lent to any private individual, firm, or corporation, and no charge is made by the organization for the vehicle's use.

Important: EVS plates are NEVER issued to individual members of volunteer rescue squads, volunteer fire departments or professional fire fighters for placement on their personal vehicles.

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CUSTOMER REQUIREMENTS:

Private Passenger (PA) or Private Truck (TK) Plates

- Vehicle must be a private ambulance service vehicle or emergency medical service vehicle which holds a valid permit from the Office of Emergency Medical Services, has an EMT on board, and is equipped to provide emergency medical care/transportation to sick, injured, wounded or otherwise incapacitated patients.
- Submit a completed "Emergency Vehicle License Plates-Vehicle Registration Application" ([VSA-125](#)).
- Submit appropriate fee.

Local Government (LO) or State Government (ST) Plates

- Vehicle must be an emergency medical services vehicle owned and operated by a local or state government agency.
- Submit a completed "Emergency Vehicle License Plates-Vehicle Registration Application" ([VSA-125](#)).
- Submit appropriate fee.

Emergency Vehicle Services (EVS) Plates

- Vehicle must be owned or under exclusive control of a volunteer fire department or volunteer rescue squad or used exclusively by a volunteer fire department or volunteer lifesaving or first aid crew or rescue squad. The vehicle must be used exclusively as an ambulance or life-saving and first aid vehicle and cannot be rented, leased or lent to any private individual, firm, or corporation, and no charge can be made for the vehicle's use.
- Submit a completed "Emergency Vehicle License Plates-Vehicle Registration Application" ([VSA-125](#)).
- No fee is required.

FRONT COUNTER CSR:

1. Verify that the vehicle is titled in Virginia.
 - If the vehicle is NOT titled, have the vehicle owner complete an "Application for Certificate of Title and Registration" ([VSA-17A](#)) (Refer to [VLIC-102](#).)
 - Process the title transaction first, then registration/plates.
2. Verify all necessary information has been recorded on the VSA-125 registration application.
 - For PA or TK plates: VSA-125 "Ambulance/EMS Vehicle Use Certification" section must be completed.
 - For EVS plates: VSA-125 "EVS Use Certification" section must be completed.
 - For LO or ST plates: VSA-125 "Government EMS Certification" section must be completed.
 - See [Guide to Ambulance, Firefighting and Other Emergency Vehicle License Plates](#)
3. Determine from the VSA-125 the type of license plates requested and the length of the registration period.
4. Verify that the insurance certification on the VSA-125 has been completed.
 - If not, ask the customer if the vehicle is an insured or uninsured motor vehicle. Collect the uninsured motor vehicle fee when applicable (refer to [VLIC-A-5](#)).
 - Motor vehicles which are uninsured and require the payment of the uninsured motor vehicle fee are not eligible for multi-year registration.
5. For plates available at the CSC, issue the following:
 - Plates
 - Decals (when applicable)
 - Registration card
6. For plates not in stock:
 - a. Issue the following:
 - 60-day registration if the customer has license plates near their expiration date
 - 60-day multi-use plates if the customer does not already have license plates
 - A matching registration card
 - b. Inform the customer that they will receive their license plates in the mail within 4-6 weeks.
7. Collect the appropriate fees
 - Do not collect the EMS fee on vehicles of 7,501 lbs. and more. The emissions fee is not collected on plates issued to state and local government vehicles.
8. Prepare and send the VSA-125 application with the daily work for document preparation. (Refer to [VLIC-75](#).)
IMPORTANT: VSA-125 applications MUST be sent to HQ for Document Imaging.

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REFERENCE:

- Code of Virginia: § [32.1-111.1](#), [46.2-649.1](#), § [46.2-752](#)
- CSC Data Entry: CSCNet

CONTACT:

For additional information contact:

- Your CSC Manager/Assistant Manager
- DMV DIRECT Help Desk at (804) 367-6646

PROCEDURE PROPONENT:

VSA/Registration Services