

Driver Licensing Guide

Revocation, Surrender, Return of Disabled Parking Placards DLG-2206

Original Date: 07/01/2001

Revision Date: 01/25/2020

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POLICY	
Title: Revocation, Surrender, Disabled Parking Placards, Identification Cards, Receipts-Replacement/Return of Disabled Parking Placards	
Effective Date: July 1, 2001	Revision Date:
Authority: Code of Virginia §§ 46.2-1241 , 46.2-1250 , 46.2-1255 , 46.2-1256 , 46.2-4019	
<p>Policy: Va. Code § 46.2-1256 authorizes DMV to revoke disabled parking privileges upon receipt of certain disabled parking convictions. DMV imposes a 6-month revocation period.</p> <ul style="list-style-type: none">DMV Law Enforcement (LE) is authorized to cite persons who violate disabled parking statutes by issuing them a uniform summons. Additionally, officers are authorized to confiscate the misused disabled parking placards for the following alleged violations:<ul style="list-style-type: none">Counterfeiting or using a counterfeit placardAltering a placardUnauthorized use of a placardFraudulently obtaining a placardSelling or exchanging a placardAllowing another person to use their placard <p>Customers are required to surrender disabled license plates or placards to DMV once an order of revocation takes effect. The revocation period will not begin until the license plates or the placard is surrendered in the system.</p> <p>DMV encourages customers to return disabled parking placards by mail, or in person when expired, reported lost (then found), or no longer needed due to a change in the customer's disability status.</p>	
Exception: N/A	

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OVERVIEW

Disabled parking license plate or placard holders who have had their disabled parking privileges confiscated or revoked are entitled to an administrative proceeding to show cause why the order of revocation should not become effective.

Customers must request an administrative proceeding BEFORE the order of revocation becomes effective for the order to be held in abeyance until the proceeding is held and decision made. Orders of revocation will NOT be held in abeyance if a request for administrative proceeding is made AFTER the order effective date.

- The holder must provide evidence they were authorized to have disabled parking privileges and did not misuse or allow someone else to misuse the privileges granted by the disabled parking plates or placard at the time of violations.
- The hearing officer, based on the findings of fact resulting from an administrative proceeding, may recommend the full revocation, a shorter revocation or no revocation.

When the summons is issued by the court, the law enforcement officer forwards a copy of the summons to DMV headquarters to add the disabled parking violation to the record and prevent the alleged violator from obtaining another placard until a disposition from the court is received.

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CUSTOMER REQUIREMENTS-ORDER OF REVOCATION NOT IN EFFECT

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1. Submit a request in writing to a CSC or by mail to the Data Integrity Work Center within 30 days of the date the revocation was issued to request an administrative proceeding to show cause why the disabled parking privileges should not be revoked. **END REVISION>>>>>**
 - The written request must be **received** prior to the order effective date to allow the revocation to be held in abeyance.

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FRONT COUNTER CSR-ORDER OF REVOCATION NOT IN EFFECT

1. Accept customer's written request for administrative proceeding following guidelines in [DLG-2001.2](#).
2. Advise the customer that MRS management will contact them upon receipt of the proceeding request.

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CUSTOMER REQUIREMENTS-DISABLED PARKING PRIVILEGES REVOKED

1. Surrender disabled parking license plates and/or placard.
 - The revocation period will not begin until the license plates or the placard is surrendered in the system.

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FRONT COUNTER CSR-DISABLED PARKING PRIVILEGES REVOKED

1. Accept surrendered disabled license plates/placard from the customer and surrender in the system.
 - For institutional/organization placards, only the placard that was misused must be surrendered to DMV. No new placards will be issued to the organization during the revocation period.
 - After the revocation period, the organization/institution may apply for additional disabled placards or replace the revoked placard.
2. For vehicles issued disabled license plates, submit a Vehicle Registration Application ([VSA 14](#)) to apply for regular license plates.
 - Customer must apply for regular license plates to be able to drive the car during the period of revocation.
3. Pay fee:
 - No fee required if applying for standard license plates and surrendering disabled license plates.

NOTE: After the expiration of the revocation period, customers may apply again for disabled license plates, or a temporary or permanent placard.

- A new Disabled Parking Placard or License Plates Application (MED 10) must be submitted for temporary/permanent placards, signed by a licensed medical professional (refer to [DLG-2202](#)).
- A new Institutional/Organizational Disabled Parking Placard Application (MED 11) is required for institutional/organizational placards (refer to [DLG-2202](#)).

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DMV CUSTOMER CONTACT CENTER ACTIONS

- DMV sends a letter to families of placard holders who are marked as deceased on the record.
 - The system generates a letter that is mailed to the family of the deceased person 30 days from the date the deceased indicator appears on the customer record requesting the return of the placard.
 - The placard becomes invalid effective 30 days after the notice is sent if:
 - The placard is not returned to DMV and surrendered on the system prior to that, or
 - No response is received from the placard holder's family (placard will become invalid.)
 - No prorated or full refund is given for the return of the disabled parking placard.
- Returning placard of the deceased:
 - Advise customers returning the placard of a deceased person to mail the placard to Data Integrity.

**Virginia DMV
Attn: Data Integrity Work Center
PO Box 27412
Richmond, VA 23269-0001**
 - For customer responding to the letter who indicate the placard was destroyed or lost, advise the customer the placard will become invalid within 30 days after the letter was sent. For questions, contact [Data Integrity Work Center](#).

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RELATED LINKS

[DLG-2202](#) Disabled Parking Placards-Original Application Process
[DLG-2204](#) Renewal of Permanent Disabled Placards
[DLG-2205](#) Disabled Parking Placards, Identification Cards, Receipts-Replacement/Reissue
[DLG-2207](#) Reports of Suspected Misuse of Disabled Parking Placards or Plates
[Disabled Placard Description Table](#)
[Disabled Parking Placard Qualifying Conditions](#)

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CONTACT

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For additional information contact:

- Your CSC Manager/Assistant Manager
- DMS/[Data Integrity Work Center](#) **END REVISION>>>>>**

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