

REQUEST FOR UNDER COVER LICENSE PLATES

Must be on requesting agency's letterhead

PERSONAL AND CONFIDENTIAL – SHOULD BE SECURED AT ALL TIMES

Date: MM/DD/YYYY

To: New Mexico Taxation and Revenue Department
Motor Vehicle Division
Attn: Undercover Plates Administrator
P.O. BOX 8069
Albuquerque, NM 87198

From: Agency's Name
Department's Head
Agency's Address
City and Zip
Point Of Contact - Name and Phone #, and Email

The above agency, through its Chief Executive Officer is requesting the issuance of an undercover plate for the following vehicle for the period from: MM/YYYY to: MM/YYYY

The **Agency's Name** states that the described vehicle on the Vehicle Compliance Form will be assigned to sworn and commissioned law enforcement officers or criminal justice agency personnel performing undercover investigative functions.

Please note that the Motor Vehicle Division does not have a street plate program and will issue passenger plates to government vehicles only for use in legitimate undercover investigations.

The **Agency's Name** assumes all liabilities for the issuance of the requested Undercover License Plate and states that the agency is insured or self-insured in compliance with the New Mexico Financial Responsibility Act. The agency agrees to return the Undercover License plate when it has served its purpose and the vehicle is no longer in use. The requesting agency agrees to be in compliance with all requirements and conditions of the Undercover Plate Program at all times.

First and Last Name (Please Print Full Name)

Job Title

Signature

Date

FOR LAW ENFORCEMENT USE ONLY

Michelle Lujan Grisham
Governor

Stephanie Schardin Clarke
Cabinet Secretary

State of New Mexico
Taxation and Revenue Department
Tax Fraud Investigations Division
P.O. Box 8069
Albuquerque, NM 87198
(505) 259-5614

DIVISIONS
Office of the Secretary
(505) 827-0341
Administrative Services
(505) 827-0369
Audit and Compliance
(866) 285-2996
Motor Vehicle
(505) 827-2296
Property Tax
(505) 827-0870
Revenue Processing
(505) 827-0800
Tax Fraud Investigation
(505) 841-5578

VEHICLE FIRST-TIME REGISTRATION COMPLIANCE FORM

PERSONAL AND CONFIDENTIAL – SHOULD BE SECURED AT ALL TIMES

IMPORTANT NOTICE: This agency compliance form must be completed when requesting issuance of Undercover Plate Registration. The Chief, Sheriff or Director must submit written justification on their Department's official letterhead, using the Request for Undercover License Plate Template, when requesting a non-governmental license plate. **Incomplete applications or forms will be returned.**

Please note that the Motor Vehicle Division does not have a street plate program and will issue passenger plates to government vehicles only for use in legitimate undercover investigations.

AGENCY NAME: _____ DATE: _____

VEHICLE INFORMATION

FICTITIOUS NAME: _____

FICTITIOUS ADDRESS: _____

VIN: _____ MODEL: _____ MAKE: _____

YEAR: _____ BODY STYLE: _____

****Remember to submit ALL paperwork and Manufacture's Certificate of Origin or Vehicle Title with form****

Please answer the following:

Is vehicle assigned to one employee?	☐ Yes	☐ No	Rear deck lights?	☐ Yes	☐ No
Is the employee allowed to use the vehicle off-duty?	☐ Yes	☐ No	Security cage?	☐ Yes	☐ No
Exterior spotlights?	☐ Yes	☐ No	Dark tinted windows?	☐ Yes	☐ No
Exterior/ Interior emergency lights?	☐ Yes	☐ No	Add'l info:		

Agency Agreement

1. An Undercover Plate registration and title will be issued only in response to a formal written request on agency's official letterhead. The request must bear an original signature of the Chief, Sheriff, or Director of the requesting agency. 2. This completed form must accompany the formal written request on each vehicle for which an Undercover Plate is requested. 3. An Undercover Plate will be issued only to operators that are full-time, sworn and commissioned law enforcement officers (extenuating circumstances will be reviewed on a case-by-case basis). 4. The Motor Vehicle Division retains the right to demand the return of any or all Undercover Plates if the responsible agency: abuses the purpose of the Undercover Plate Program; routinely uses the vehicle for stopping motorists for minor traffic infractions; the driver or the vehicle receives citations or warnings for traffic violations, overtime parking or abuse of handicapped parking privileges; transports unauthorized persons in violation of Agency's policy. 5. All other provisions of the Undercover Plate Program policies and procedures issued May 1, 1996, and revised March 21, 2011, shall remain in effect. 6. Non-compliance with Motor Vehicle Division Policies and Procedures, misuse or abuse of the Undercover Plate Program may result in the agency's non-participation in the program.

I hereby certify that the information provided is true and correct. I understand that misuse may result in my agency's non-participation in the Undercover Plate Program. I agree to abide by the Agency Agreement above.

Name (Please print or type)

Title

Signature

Date

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VEHICLE RENEWAL FORM

PERSONAL AND CONFIDENTIAL – SHOULD BE SECURED AT ALL TIMES

IMPORTANT NOTICE: This agency compliance form must be completed when requesting issuance of Undercover Plate Registration. The Chief, Sheriff or Director must submit written justification on their Department's official letterhead when requesting a non-governmental license plate. Incomplete applications or forms will be returned.

Please note that the Motor Vehicle Division does not have a street plate program and will issue passenger plates to government vehicles only for use in legitimate undercover investigations.

AGENCY NAME: _____ DATE: _____

VEHICLE INFORMATION

FICTITIOUS NAME: _____

FICTITIOUS ADDRESS: _____

VIN: _____ LICENSE PLATE: _____ MAKE: _____

MODEL: _____ YEAR: _____ BODY STYLE: _____

REPLACEMENT PLATE Y/N: _____ ☐ DAMAGED ☐ LOST ☐ STOLEN ☐ COMPROMISED

Agency Agreement

1. An Undercover Plate registration and title will be issued only in response to a formal written request on their agency's official letterhead. The request must bear an original signature of the Chief, Sheriff, or Director of the requesting agency. 2. This completed form must accompany the formal written request on each vehicle for which an Undercover Plate is requested. 3. An Undercover Plate will be issued only to operators that are full-time, sworn and commissioned law enforcement officers (extenuating circumstances will be reviewed on a case-by-case basis). 4. The Motor Vehicle Division retains the right to demand the return of any or all Undercover Plates if the responsible agency: abuses the purpose of the Undercover Plate Program; routinely uses the vehicle for stopping motorists for minor traffic infractions; the driver or the vehicle receives citations or warnings for traffic violations, overtime parking or abuse of handicapped parking privileges; transports unauthorized persons in violation of Agency's policy. 5. All other provisions of the Undercover Plate Program policies and procedures issued May 1, 1996, and revised March 21, 2011, shall remain in effect. 6. Non-compliance with Motor Vehicle Division Policies and Procedures, misuse or abuse of the Undercover Plate Program may result in the agency's non-participation in the program.

I hereby certify that the information provided is true and correct. I understand that misuse may result in my agency's non-participation in the Undercover Plate Program. I agree to abide by the Agency Agreement above.

Name (Please print or type)

Title

Signature

Date