

DELAWARE NATIONAL GUARD SPECIAL LICENSE PLATE

SECTION I

GENERAL

1. **PURPOSE:** This pamphlet prescribes policies, procedures and responsibilities for administering the Delaware National Guard Special License Plate program.
2. **REFERENCE:** Delaware State Code, Chapter 21, Title 21, Section 2359A.
3. **PRIVACY OF INFORMATION:** Provisions of AR 350-21 and AFR 33-332 apply; information disclosed to State agencies is limited to data supplied by applicant or information required to comply with federal and/or state regulations or statute.

SECTION II

ORGANIZATION AND RESPONSIBILITIES

4. The Adjutant General, Delaware National Guard, is the principal agency head responsible for establishing policies and procedures necessary to manage the Special Delaware National Guard License Plate program. These Distinctive license plates, authorized by Delaware State Code, are available for purchase by officers, warrant officers, enlisted and retired persons of the Delaware Army and Air National Guard. Special plates are available to provide recognition, enhance retention, promote esprit de corps, and may facilitate movement and identification of Delaware Air and Army National Guard members in times of emergency.
5. Issue and retention of these Special License Plates is a privilege. A unit commander or cognizant staff officer will recommend to the Adjutant General when an individual's Delaware National Guard License Plate be withdrawn for failure to satisfactorily perform military duty with the Delaware National Guard members.
6. The 166th Airlift Wing, Delaware Air National Guard, Support Group Commander is responsible for staff management. The 166 Security Forces Squadron coordinating with appropriate staff agencies certifies initial applicant eligibility and retention of Delaware National Guard Special License Plates.
7. The 166th Security Forces Squadron Personnel is responsible for the day to day program management. It is the responsibility of the 166 SFS to review, certify, reject, and assign tag numbers to all applications prior to forwarding to the Department of Motor Vehicle, Dover, DE 19901. It is also the responsibility of the 166 SFS to maintain a data base, copies of all applications and related listings until individual has separated, discharged, or retired.

SECTION III

POLICIES FOR ISSUE, WITHDRAW OF SPECIAL DELAWARE NATIONAL GUARD LICENSE PLATES

8. ELIGIBILITY FOR SPECIAL DELAWARE NATIONAL GUARD LICENSE PLATE:

- a. Present / Past Adjutant Generals of the State of Delaware.
- b. Individuals assigned or attached to The Adjutant Generals' office as an Army Advisor or advisor of Air National Guard unit(s); individuals serving on tour of greater than 12 months in a Title 10, U.S.C. status may apply. Approval authority is retained by the Adjutant General.
- c. Active members of the Delaware National Guard.
- d. Retired members of the Delaware National Guard. For the purpose of Special License Plates, a retired National Guard member is defined as an individual who has completed twenty years of creditable service, of which at least ten years were served with a Delaware National Guard unit.
- e. Delaware National Guard members on long or short tour with the National Guard bureau, active component major commands or on extended active duty at Professional Military Education Centers.
- f. When both spouses are active members of Delaware National Guard and two vehicles are owned by that family, both members are authorized a Special License Plate.
- g. Member must have completed one year of service with the Delaware National Guard.
- h. Vehicle must be registered in Delaware and be owned or jointly owned by an eligible person as defined herein.

9. INELIGIBILITY: LICENSE PLATES ARE NOT AUTHORIZED FOR:

- a. Relatives of active or retired members when vehicle is not solely / jointly owned by Delaware National Guard member.
- b. Commercially owned or used vehicles.
- c. Any truck with a capacity in excess of 10,000 pounds maximum gross weight.

10. Special Delaware National Guard License Plates:

Numbered 0001 through 0004 are reserved for distribution as director by the Adjutant General. Special plates numbered 101, 106, 116, 130, 142, 150, 166, 198, 242, 249, 261, 262, 280, 287, 736, 945, and 2198 are not available for distribution. All other numbers are available on a first come first serve basis by the 166 Security Forces Member assigned to this program. Numbers are assigned in sequence and therefore special number requests cannot be honored.

Numbers reserved by the Adjutant General's office, where appropriate, will be assigned to certain individuals by position. Number 0001 and 0002 are assigned to The Adjutant General and the Command Sergeant Major positions; upon retirement, separation or reassignment, numbers 0001 and 0002 will be transferred to the incoming Adjutant General and Command Sergeant Major respectfully.

11. Application Process

- a. Eligible members, as defined in paragraph #8, and eligible spouses with a valid Dependent ID card will complete a National Guard – Armed Forces Reserved Plate application form, (attachment 1) with a check or money order made payable to the Department of Motor Vehicle in the amount of \$10.00. Cash will not be accepted. Mail or hand-carry to the 166 Security Forces Squadron, attention Pass & Registration, located at 2600 Spruance Drive, Corporate Commons, New Castle, Delaware 19720-1615.
- b. The 166 Security Forces Squadron will verify each applicant's eligibility. Ineligible applicants will be notified by mail of the reason for rejection. For concerns or questions please call 302-323-3440 ext: 773, the Pass & Registration Office. Approvals will be authenticated by 166 SFS and forwarded to the Department of Motor Vehicles for processing.
- c. Department of Motor Vehicle will notify the individual when their license plate is ready and advise where the plate can be picked up.

STATE OF DELAWARE
DIVISION OF MOTOR VEHICLES
APPLICATION FOR NATIONAL GUARD - ARMED FORCES RESERVE PLATE

(TYPE OR PRINT)

DATE OF APPLICATION: _____

REGISTRATION NO. _____ MFG. & YEAR: _____

VEHICLE IDENTIFICATION # _____

NAME: _____ TELEPHONE NO. _____

ADDRESS: _____

UNIT/TELEPHONE NO. _____

Signature of Applicant

Please indicate type of plate applicant is requesting:

_____ ARMED FORCES RESERVES _____ NATIONAL GUARD

I understand the special plate is to be displayed only on the vehicle described above. (If you trade vehicles, your registration card showing the plate must be presented to the Division of Motor Vehicles so a new card can be issued.)

The fee of \$10.00 must accompany this application. This is a one-time charge only. However, you must still continue to have your vehicle inspected and pay your registration fee. Enclose a check or M/O for \$10 payable to **DIVISION OF MOTOR VEHICLES**. Mail fee and application to:

166 SFS/LP, 2600 SPRUANCE DRIVE CORPORATE COMMONS, NEW CASTLE DE 19720-1615

Should you no longer be affiliated with the National Guard or Reserve, such plate shall be forfeited or revoked immediately per Title 21, Section 2139. Plates may be issued only on cars, station wagons or trucks with not more than 10,000 lbs. maximum gross weight.

I will pick up my plate at the following Division of Motor Vehicles Office:

_____ Wilmington _____ New Castle _____ Georgetown _____ Dover Administration

I can be reached during the day at: Telephone No. _____
(DMV will contact this number when your plate is ready to be picked up.)

This application has been reviewed by the Delaware National Guard and the Division of Motor Vehicles is authorized to issue the license plate.

Delaware Air National Guard Security Forces Squadron