



DEPARTMENTS OF THE ARMY AND THE AIR FORCE  
JOINT FORCE HEADQUARTERS - VIRGINIA  
6090 STRATHMORE ROAD, BLDG 430  
RICHMOND, VIRGINIA 23237

NGVA-ZA

31 January 2023

MEMORANDUM FOR RECORD

SUBJECT: VaNG Regulation No. 56-3, Registration of Privately Owned Vehicles by Virginia National Guard Personnel and Virginia National Guard Retirees, for Special Virginia National Guard License Plates

1. References.

a. This Regulation supersedes VaARNG Regulation No. 56-3/VaANG Instruction No. 24-301, dated 1 December 2003. In addition VaARNG Regulation No. 56-3 supersedes VaARNGR 56-5 / VaANGI 24-3011, dated 1 May 2000, as Regulation No. 56-5 is no longer in effect and is now included within this Regulation No. 56-3 dated 31 January 2023.

b. Virginia State Code Section 46.2-725, 46.2-744 and 46.2-752.

2. PURPOSE. This regulation prescribes policy and procedures to be followed in obtaining Special Virginia National Guard License Plates/ Decals for personal vehicles of members of the Virginia National Guard, and for retired members of the Virginia National Guard.

3. POLICY. The following policy is established:

a. Special National Guard License Plates/ Decals are authorized for actively serving members (SM) of the Virginia National Guard as well as National Guard Retirees. National Guardsmen residing in Virginia but who are members of the National Guard in other states may also purchase National Guard License Plates/ Decals. DMV is responsible for the coordination of the issuance of these license plates.

b. One free license plate is authorized to each Service Member (SM) of the National Guard for any one motor vehicle owned and used personally by the SM.

c. SM's desiring a reserved number are charged \$10 by the DMV.

d. Upon termination of services, the National Guard License Plates / Decals may be retained until the end of the expiration date of the plate.

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e. DMV authorizes members of the National Guard to register their plates for up to three years.

f. DMV charges a \$15 fee for a replacement plate (damaged or lost). Enlisted members in numbering series 1500-10,000 and 20,000-49,999 are authorized to retain their plates indefinitely. If they desire a replacement plate any time after initial issue, they will be required to pay the \$15 replacement fee. This fee does not apply to Guard members receiving plates in the 1-1500 series.

g. Special Virginia National Guard License Plates do not entitle the vehicle owner to any special privileges. National Guard License Plates provides a means of easy identification, facilitate movement of guard personnel in the event of an emergency and enhance recruiting and retention programs within the Virginia National Guard.

h. The vehicle must be registered in the name of the SM or retiree.

i. Registration cards will be accepted for passenger vehicles, pick-up or panel trucks, vans and leased vehicles with a gross weight of 7,500 pounds or less.

j. Vehicles must be insured.

k. Table 1 identifies ranks authorized for personalized plate numbers:

Plate Number	Rank	Issuance	Cost
1-100	MAJ and above, CW4 and above	Yearly 1Apr – 31Mar	\$10
101-1500	CPT, WO1-CW3, CSM, CMSgt	Once every four years	\$10
1501-10000	Enlisted Personnel	Indefinitely	\$10
20000-49999	Any Personnel	Indefinitely	Free
10001 - 19999	Any Retired Personnel	Indefinitely	Free

Table 1

4. FORMS. All forms may be found at <https://www.dmv.virginia.gov/#/>.

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- a. DMV VSA Form 14, Application for Registration. (This is a verification of insurance and is required the first time you request a Guard license plate)
- b. DMV VSA Form 10, Application for Personalized Plates numbered 1-1500.
- c. AG of VA Form 66, Certificate of Membership and Application for Virginia National Guard License Plates / Decals, available upon request by calling the Administrative Secretary for the Director of the Joint Staff at Joint Force Headquarters, at 804- 236-7879 or by email at [shirley.l.cooper.nfg@army.mil](mailto:shirley.l.cooper.nfg@army.mil).
- d. DMV forms may be obtained by downloading from the state web site: [www.dmv.state.va.us](http://www.dmv.state.va.us), or DMVnow.gov, and click on Forms and Publications.

5. APPLICATION PROCEDURES. The following procedures are to be followed in applying for National Guard License Plates if the Guard member is currently displaying National Guard License Plates.

a. Number 1-100: Forward Registration Card and VSA Form 10 to the Administrative Secretary for the Director of the Joint Staff in order to reach the office of the Adjutant General by the first Monday in March each year.

b. Number 101-1500: Forward Registration Card and check or money order for each set of license plates desired (no more than two) to the Readiness NCO / Commander in order to reach the Office of the Adjutant General by the first Monday of March each year.

c. Number 1501-1000 and 2000-49999:

1. Fill out a VSA Form 10 (Only for new vehicles or personalized numbers)
2. Fill out AG of VA 66 Form.
3. Submit white copy of AG of VA DMV either online, or in person.
4. The yellow copy is retained by the Readiness NCO.
5. Send the pink copy to Ms. Shirley Cooper at [shirley.l.cooper.nfg@army.mil](mailto:shirley.l.cooper.nfg@army.mil).
6. National Guard License Plates/ Decals will be mailed by DMV to the SM.

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7. The Richmond DMV at 2300 West Broad Street is the only DMV that stocks National Guard License Plates. If you do not want a personalized number you can go direct to this branch to pick up your plate.

d. Numbers 10,001-19,999 Retired National Guard Plates

1. Fill out AG of VA 66 and submit to Ms. Shirley Cooper

2. Provide copy of 20-year letter to Ms. Cooper

3. Plates are indefinite and can remain with retiree. Note: plates do not revert to the spouse on the death of the retired member.

6. READINESS NCO/ COMMANDER RESPONSIBILITIES. It is the Readiness NCO/ Commander's responsibility to ensure that the service member follows correct procedures and will assist them if needed in their requests.

a. Controlling the use of AG of VA Form 66 to ensure that no enlisted member obtains more than two sets of National Guard License Plates and that all vehicles are registered in the Guard member's name or as co-owner.

b. Ensuring all personnel are aware that when they retire or are discharged from the National Guard they are no longer eligible to obtain National Guard plates or decals, and must request Retired National Guard Plates per paragraph 3, 7, d above.

7. POINT OF CONTACT. Ms. Shirley Cooper Executive Assistant to the Director of Joint Staff, VaNG, at 804- 236-7879 or by email shirley.l.cooper.nfg@army.mil .

//////////ORIG SIGNED//////////

TIMOTHY P. WILLIAMS  
Major General, VaARNG  
The Adjutant General