

Motor Vehicle Division Information Memo # 19-06

Firefighter License Plate Administrative Rule Update

DATE: April 16, 2019

FROM: Sara Siedsma, Compliance Officer, MVD

TO: All Office of Vehicle and Motor Carrier Services staff, Iowa County Treasurers and County Treasurer's staff

SUBJECT

This informational memo explains an update to administrative rule chapters 761—401, Special Registration Plate. In 2018, we were approached by the Iowa Firefighter's Association with a request to revise the application process for a firefighter license plate to allow the application to be submitted without requiring original or notarized signatures.

SUMMARY

Prior to this rule change, an application for a firefighter license plate was required to contain the original notarized signatures of the fire chief and another fire officer certifying that the applicant is a current or retired member of the fire department. However, the department recognized after consultation with the Iowa Firefighter's Association that the requirement that the signatures be original and notarized can be an administrative burden, especially for very large fire departments with a large number of applicants or for smaller departments that may not always have a notary public available. Removing the requirement that the signature on the application be original and notarized does not in any way diminish the authenticity of the application, and the application is still being signed and certified by the chief and another fire officer.

The administrative rule amendments are effective for applications processed on or after April 17, 2019.

LINK TO ADMINISTRATIVE RULES

<https://www.legis.iowa.gov/docs/aco/arc/4344C.pdf>

CURRENT

The application for a firefighter license plate is required to contain the original, notarized signatures of the fire chief and fire officer.

NEW

For all applications processed on or after April 17, 2019, the rules will no longer require the firefighter license plate application to contain the original, notarized signatures of the fire chief and fire officer.

BUSINESS IMPACT

As of April 17, 2019, you may accept and process firefighter license plate applications even if the application does not contain the original, notarized signatures of the fire chief and fire officer.

QUESTIONS AND ANSWERS

WHAT SHOULD BE DONE FOR APPLICATIONS RECEIVED JUST PRIOR TO APRIL 17, 2019

We are aware that the Iowa Firefighters Association may have communicated this change to its members prior to the effective date and that there may be applications pending that conform with the new rule but not with requirements when the application was submitted, meaning the applications are not notarized.

We are requesting staff and counties to hold any applications that are not notarized until April 17, 2019, and then process the application.

WHAT IF WE RECEIVE AN APPLICATION THAT IS STILL NOTARIZED AFTER APRIL 17, 2019?

Any application that is notarized, even after April 17, 2019, should be processed normally. If convenient, staff or counties should notify the fire department to remind it of the new rule that no longer requires the signatures to be original or notarized.