Form No. WVSP-MVI-4
(Revised 10/15)

REQUISITION FOR OFFICIAL INSPECTION STICKERS

WEST VIRGINIA STATE POLICE DATE _____

MAIL TO: West Virginia State Police
Motor Vehicle Inspection Section
701 Jefferson Road
South Charleston, WV 25309

_____
(Station Number)

_____
(Name of Official Station)

_____
(Mailing Address)

_____
(City) (Zip Code)

_____
(Phone Number)

NOTE: Unless the Name and Address above is correct the Division will not be responsible for delivery of stickers. USE EXACT NAME AND ADDRESS AS IT APPEARS ON LICENSE!!

ALLOW TEN (10) DAYS FROM THE DATE OF ORDER FOR DELIVERIES.

Attach only one (1) Business check or money order payable to West Virginia State Police for the entire amount of stickers ordered. *DO NOT SEND CASH.*

NO Personal checks, NO Business Starter Checks.

$15.00 SERVICE FEE FOR RETURNED CHECKS

Motor Vehicle Stickers

Quantity: _____ @ $3.00 Each Total: _____

Current Issue: ☐
New Issue: ☐
Rejection: ☐ Quantity _____ (No Charge)
Log Sheets: ☐ Quantity _____ (No Charge)

THIS LINE FOR DEPARTMENT USE ONLY

Motorcycle/Trailer Stickers

Quantity: _____ @ $3.00 Each Total: _____

Current Issue: ☐
New Issue: ☐
Rejection: ☐ Quantity _____ (No Charge)
Log Sheets: ☐ Quantity _____ (No Charge)

THIS LINE FOR DEPARTMENT USE ONLY

Modified Vehicle Stickers

Quantity: _____ @ $10.00 Each Total: _____

Current Issue: ☐
New Issue: ☐
Rejection: ☐ Quantity _____ (No Charge)
Log Sheets: ☐ Quantity _____ (No Charge)

Grand Total

Credit Card: Master Card ☐ Visa ☐ Discover ☐

Credit Card Number: _____ CV2 _____ Exp. Date: _____

Authorizing Signature: _____

For Credit Card purchases you may FAX Signed form to 304-746-2206

INSPECTION WINDOW HOURS ARE FROM 9 AM TO 3 PM; MONDAY THROUGH FRIDAY