



AKA LICENSE TAG INSTRUCTIONS

North Atlantic Region

GROUP ORDERS

Each AKA Chapter must designate a soror to disseminate information about ordering Maryland (MD) AKA license tags. This representative should collect the applications with chapter basileus signature and payment before submitting the order. Individual applicants follow the steps below.

INDIVIDUAL ORDERS

1) Preparing your documents.

Each applicant must submit the following to Rho Xi Omega Chapter:

- MVA Application (see next page) Do NOT sign in the space for Authorized Representative
- Copy of current vehicle registration
- Copy of Alpha Kappa Alpha Sorority, Inc.® financial card.
- \$25.00 cashiers' check/money order made payable to: Motor Vehicle Administration (MVA).
- \$20.00 cashiers' check/money order made payable to Rho Xi Omega Chapter.
 - A notation of the soror's name and chapter should be on the memo line of the check/money order.
 - There is an option to pay the chapter fee to Rho Xi Omega Chapter using Zelle. Use rxo.acctfinance@gmail.com to send payment of \$20.00. Be sure to write AKA Tags on the memo line as well as your chapter.
- **Checks or money orders older than 30 days will NOT be accepted.**

2) Forwarding your documents.

Mail the documents listed above to:

Rho Xi Omega Chapter
Attn: Pecunious Grammateus
1777 Reisterstown Road Suite 22
PMB #369
Pikesville, MD 21208

Additional Information

- Allow 45 - 60 days to receive tags. *If your current tags expire on the 15th, do not wait until the 1st of the month to submit your application.* ***MVA Alert: Due to challenges with processing or delivery, MDOT MVA's license plate orders may take longer than usual to reach customers.
- Applications will be processed throughout the year except during the period of December 15th through January 15th.
- MVA will send the plates directly to the applicant/soror when they are ready.
- For additional information, please contact Sorors Monica King and Jeri Bentley (AKATags@RhoXiOmega.org).



Motor Vehicle Administration
6601 Ritchie Highway, N.E.
Glen Burnie, Maryland 21062

VR-124 (5-05)

Application/Certification for Organizational License Plates

Instructions: Please complete the entire application (owner and/or co-owner). Submit appropriate fees with application (see reverse, lower right corner).

Name of Organization:

I certify that the individual below is a bona fide member of the above organization:

↑ Signature of Authorized Representative

Owner's Name, First Middle Last Driver's License Number

Street Address City County State Zip Code

Co-Owner's Name, First Middle Last Driver's License Number

I hereby authorize the representative of my organization to review/release my personal information for official purposes:

↑ Owner's Signature

Co-Owner's Signature

Vehicle Information

Year Make Sticker No. Title No. Tag No.

Vehicle Identification Number

Insurance Co. Policy/Binder No.

Organizational Member: (Check one) ☐ Owner ☐ Co-Owner
Check Class: ☐ Passenger Car ☐ Multi-purpose vehicle ☐ 1 ton or less ☐ Motorcycle
Fees: Non Logo Organizational Tags: \$15.00 Logo: \$25.00

I certify, under penalty of perjury, that the above information is true and correct to the best of my knowledge:

↑ Signature of Owner Date

Signature of Co-Owner Date

MVA Use Only: ☐ New Issue ☐ Substitute ☐ Surviving Spouse ☐ S/N

☐ Gratis ☐ Paid Approved by: Tag Issued:

You may either mail your application and the appropriate fees to:
Motor Vehicle Administration, Vehicle Registration Organizational Unit; 6601 Ritchie Highway, Glen Burnie, MD 21062;
or visit the MVA full Service Office in Glen Burnie and have your plates issued to you.

Original - MVA

Copy - Customer

For more information, please call: 1-800-638-8347 (touch tone calls only), 1-800-950-1MVA (1682) (to speak with a customer service representative),
From Out-of-State: 1-301-729-4550, TTY for the hearing impaired: 1-800-492-4575. Visit our website at: www.marylandmva.com