NYC Finance

NEW YORK CITY DEPARTMENT OF FINANCE ● PROGRAM OPERATIONS DIVISION

RENTAL PROGRAM

RENTAL PROGRAM PLATE ENROLLMENT / TERMINATION

F1

Mail to: NYC Department of Finance, Rental Program, 66 John Street, 3rd Floor, New York, NY 10038

Instructions: Use this application to enroll or terminate a vehicle in the Rental Program. You must provide this completed F1 form, with check(s) and Lease Rider, and copies of DMV registrations for **ALL** plates being enrolled. **A lease rider is required** if the plate(s) being enrolled are leased, and registered to a different owner name. Copy this page to enroll additional plates. If you need assistance completing forms or have any questions, please contact the Fleet/Rental Unit at 212-291-2578.

SECTION I - CONTACT INFORMATION

PLEASE PRINT OR TYPE

Enter Rental Program ID: **R** ☐☐☐☐

1. Applicant / Company Name: _____

2. D/B/A Name (if different): _____

3. Company Mailing Address: _____
Cannot accept P.O. Boxes — NUMBER AND STREET — CITY — STATE — ZIP CODE

4. Check One: ☐ Sole Proprietorship ☐ Partnership ☐ Corporation

5. Company Contact Name (required): _____
FIRST NAME — LAST NAME

6. Company Contact Phone Number: _____

7. Company E-mail Address (required): _____

8. Employer Identification No: ☐ - ☐

SECTION II - SIGNATURE

The undersigned affirms that the company is in the business of renting and/or leasing vehicles or are intended to be rented or leased in such business.

_____ _____ / /
Printed Name of Corporate Officer — Corporate Officer's Signature — Date

SECTION III - FEE INFORMATION

Complete Section IV before completing this Section

1. Enter number of **Plates** enrolled (total # listed as "A" in Trans Code column in Section IV below): _____

2. Enter total enrolled **Months** (Effective Date column in Section IV below): _____

3. Multiply **Plates X Months** (multiply total on Line 1 by total on Line 2): _____

4. Amount Enclosed (should equal total on line 3): $ _____ 5. Check Number: _____

SECTION IV - VEHICLE PLATE INFORMATION

Enter the vehicle Plate Number, State and Plate Type for each vehicle. Enter Ø for Zero.

TRANSACTION CODES: **A** - ADD PLATE (additions should be as of 1st of the month only)
T - TERMINATE PLATE (terminations as of the end of the month)

TRANS CODE	PLATE NUMBER	STATE	PLATE TYPE	ADDITION EFFECTIVE DATE (FORMAT MMDDYYYY)	TERMINATION EFFECTIVE DATE (FORMAT MMDDYYYY)

For Car Rental Unit Use Only

Termination Date:

of "A" Keyed:

of "T" Keyed:

Keyed by: