



Department of Transportation

**PERMANENT VEHICLE CHANGE (PVC)**

**Permit Holder's Personal Information:**

Name: \_\_\_\_\_ City Permit #: \_\_\_\_\_  
Date of Birth: \_\_\_\_\_ Telephone #: \_\_\_\_\_  
Home Address: \_\_\_\_\_ Apartment #: \_\_\_\_\_  
City: \_\_\_\_\_ State \_\_\_\_\_ Zip Code: \_\_\_\_\_  
Email address: \_\_\_\_\_

**Reason for PVC request:**       **Update vehicle Information** (same vehicle/different plate)  
    **Add new Vehicle (s)**

**Required documents**

*A valid copy of the new vehicle's registration(s) and lease (for leased vehicles) must be attached and submitted with PVC form.*

**Year** \_\_\_\_\_                      **Make** \_\_\_\_\_                      **Color** \_\_\_\_\_

New License Plate(s) to be **added**:

1. \_\_\_\_\_                      2. \_\_\_\_\_                      3. \_\_\_\_\_

License Plate(s) to be **deleted**:

1. \_\_\_\_\_                      2. \_\_\_\_\_                      3. \_\_\_\_\_

I declare, under the penalties of the New York Penal Law § 210.45, that statements contained herein are, to the best of my knowledge and belief, true and correct, and that I have not knowingly and willfully made a false statement or given information which I know to be false.

\_\_\_\_\_  
Signature of Permit Holder/Parent/Guardian  
(If another person must sign, state name & relationship)

\_\_\_\_\_  
Date

**Please note:** Upon receipt of this permit your previous permit **must** be returned, by mail or walk in, within thirty (30) days to the New York City Department of Transportation. You **must** call the office ten (10) weeks before the new permit expires to request a renewal form.                      PVC 9-2019

NYC Department of Transportation  
Permits & Customer Service-PPPD Unit  
30-30 Thomson Avenue, 2nd Floor  
(Entrance on 30th Place, near 47th Avenue)  
Long Island City, New York 11101- 3045  
718) 433-3100, TTY (212) 504-4115  
[nyc.gov/pppdinfo](http://nyc.gov/pppdinfo)



Department of Transportation

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# NOTICE

Please contact us at least  
**TEN (10) WEEKS** prior to  
your permit expiring to  
request a renewal form

**718-433-3100**

