



U.S. General Services Administration



# Federal License Plate Program

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# Motor Vehicle Policy

Ray Wynter, GSA Motor Vehicle Policy

# Who are we?

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GSA's Office of Government-wide Policy, Office of Asset and Transportation Management, Vehicle Policy Division

## Vehicle Policy:

- Motor vehicle management policy seeks to improve management and enhance the performance of the motor vehicle fleets operated by federal agencies.

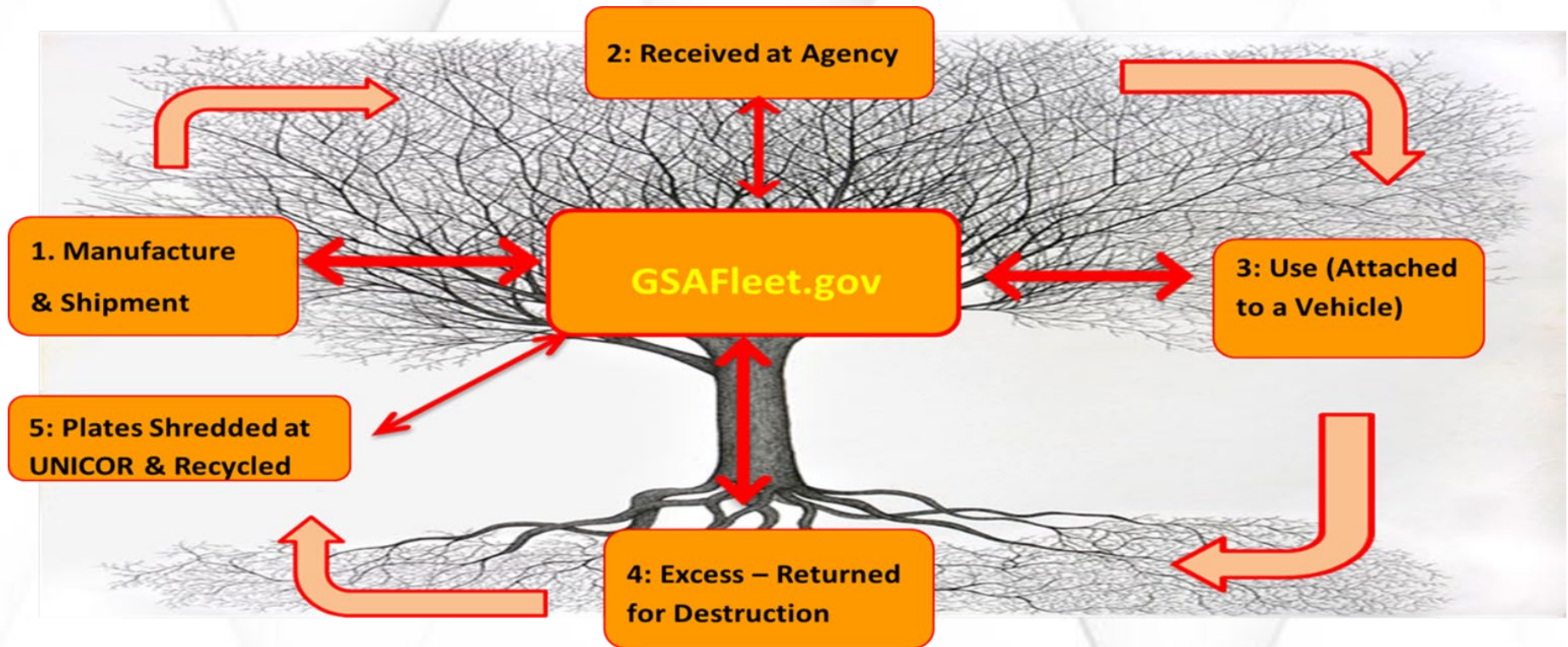
## Monitoring Federal Fleet Performance:

- Continuous evaluation of federal motor vehicle management programs and policies;
- Examining new technologies and automated systems;
- Analyzing the impact of current and proposed regulations, laws, Executive Orders, and international agreements;
- Facilitating the Federal Fleet Policy Council (FEDFLEET); and education and training of federal fleet management professionals

# What is the Vehicle Policy Division's Role in the Federal License Plate Program?

- Provides Federal Management Regulation (FMR) guidance to executive agencies for the identification and registration of Federal motor vehicles
  - Motor Vehicle Identification, FMR 102-34.85-105
  - License Plates, FMR 102-34.110-150
  - Identification Exemptions, FMR 102-34.155-195
- Establish license plate codes (prefixes)
  - Desk Reference Guide, U.S. Government License Plates

# Circle of Life for License Plates



# How have Federal License Plates Changed in the Last 15 years?

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- License plates have an expiration date (8 years)
- All plates registered in the former Federal Motor Vehicle Registration System (FMVRS) are now available in the modernized GSAFleet.gov
- Tracked from manufacture until destruction (Barcodes)
- License plates must be returned to UNICOR for destruction
- Plates cannot be reassigned to another vehicle - Use once and return for destruction
- Law enforcement can check registration and vehicle status
- Plate design has evolved to enhance security and tracking

# Current Federal License Plate Design



# Purpose of the License Plate Design

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The license plate design and the information displayed are designed to meet the following regulatory and the statutory requirements:

§ 102-34.90 - What motor vehicle identification must we display on Government motor vehicles?

Unless exempted under 102-34.60, 102-34.175 or 102-34.108, Government motor vehicle must display the following identification:

- (a) “For Official Use Only”;
- (b) “U.S. Government”; and
- (c) Identification that readily identifies that agency owning the vehicle.

The regulation uses the “readily identifies” but the statute uses “conspicuously identified.”

- 40 U.S. Code Chapter 5, Subchapter VI-MOTOR VEHICLE POOLS AND TRANSPORTATION SYSTEMS
- 40 U.S. Code § 609-Identification of vehicles



# Why do we have “A” and “B” Plates?

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- It is impossible to track the status of both license plates using one record for a two-plate pair.
- GSAFleet.gov has been redesigned to have two records for each license plate “pair...an “A” and a “B” plate.
- The status of each plate is tracked from the date of manufacture until returned for destruction.
- The plate number is active until BOTH plates are returned for destruction.

# Why do license plates have expiration dates?

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- Help identify valid plates.
- Help encourage immediate use.

If attached to the same vehicle, can expired license plates be replaced with new plates with the same tag number but new expiration dates?

- Yes! UNICOR online store allows agencies to order plates with the same tag number but new expiration dates.

Why not use stickers to display new expiration dates?

- Security - License plates are already too easy to duplicate, misplace, or steal. Stickers would be even easier.
- Administrative nightmare

Once a vehicle has been disposed of, can the un-expired license plate be attached to another vehicle?

No. Per Federal Management Regulation 102-34.130(c):

“Display the U.S. Government license plates until the Government motor vehicle is removed from the Government service or is transferred outside the agency, or until the plates are damaged and require replacement. *U.S. Government license plates shall only be used for one Government motor vehicle and shall not be reissued to another Government motor vehicle.*”

Why?

- Security
- Vehicle and tag combination stays in GSAFleet.gov forever!

# One last thing: How is Law Enforcement Involved with License Plates?

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- National Law Enforcement Telecommunications System (NLETS):
  - GSAFleet.gov provides a message to Law Enforcement Officers when a U.S. Government plate number is queried.
- GSA Office of the Inspector General:
  - GSA OIG Office of Investigations can provide investigative assistance to Federal, State, Local or Military Law Enforcement.
  - GSA OIG monitors online sales sites for Federal plates.
- Federal Protective Service (FPS)
  - Monitors and scans plates near Federal buildings.
  - Investigates stolen/missing plates. Implements Operation Reduced Risk (ORR).

# Federal License Plate Program Explained

Jim Gill, UNICOR  
*(Presented by Angel Rahman)*

# Ordering plates from UNICOR

Log in at  
<https://www.unicor.gov/Account/Login.aspx>

Go to Products and Services, and select License Plates.

The screenshot shows the UNICOR website interface. At the top, there is a navigation bar with links for 'Order Status', 'Customer Service', 'Contact Us', 'My Account', and 'jgill@central.unicor.gov'. The UNICOR logo is prominently displayed with the tagline 'We're life changing.'. Below the logo is a main navigation menu with 'About', 'Products & Services', 'How to Do Business With Us', 'Request a Quote', and 'Shopping Lists'. A dropdown menu is open under 'Products & Services', listing various categories. The 'License Plates' link is highlighted. Below the dropdown, there are several sign images, including one for 'Permit Required' and another for 'United States Forest Service Signs'. At the bottom, there are two main sections: 'Products' and 'Services', each with a corresponding image and text.

An official website of the United States government. Here's how you know

Order Status Customer Service Contact Us My Account jgill@central.unicor.gov

**unicor**  
We're life changing.

About Products & Services How to Do Business With Us Request a Quote Shopping Lists

Home > Show

**Schedule of Products and Services** (start your Federal Market Research here)

Products	Services	
Apparel & Accessories	Awards and Plaques	Computer Aided Design
Electronics	Energy-Efficient and Green Products	Data Services
Eyewear	Facilities/Correctional Management	Distribution, Warehousing, and Logistics Services
Food & Food Service	Industrial Storage	Electronics Recycling
<a href="#">License Plates</a>	Mattresses and Bedding	Inbound/Outbound Call Center Solutions
Office Furniture	Office Seating	Printing and Bindery Services
Print Products	Signage	Range Solutions
		Vehicle Upfit, Remanufacturing and Fleet Services

Permit Required

Cannot Be Left Unattended Over 24 Hours

OPEN

United States Forest Service Signs

**Products**

**Services**

Computer Aided Design

# Ordering plates from UNICOR (Part 2)

This messages means you do not have a current account in the License Plate Store.

If you get this message, send an e-mail to [CUSGDLP@usdoj.gov](mailto:CUSGDLP@usdoj.gov)

It could mean the we have not received approval for your account, or that your account has been removed for inactivity.

The screenshot shows the UNICOR website interface. At the top, it states "An official website of the United States government." and "Here's how you know". Navigation links include "Order Status", "Customer Service", "Contact Us", "My Account", and a user email "jgill@central.unicor.gov". The UNICOR logo is prominently displayed with the tagline "We're life changing.". Below the logo are "Home" and "Help" buttons. A "Cart 0" and "Checkout" button are visible in the top right. A message box states: "You are not currently authorized to purchase license plates. 'Inactive' customers were archived when we moved to a new system in November, 2021. Please contact us and we'll review with your agency's authorizing authority. If you've never ordered license plates before then you will also need review and approval from your agency's authorizing authority. Please contact us and we'll manage your request." On the left, there are links for "INSTRUCTIONS: how to return license plates to UNICOR" and "A-2014-04 Memorandum Federal Credit Card Usage and Restrictions". The footer contains the UNICOR logo, the USA.gov logo, and links for "Contact Us", "Become a Vendor", "Newsroom", "Warranties", "Shipping & Delivery", and "Disclaimer". At the very bottom, there are links for "DOJ Legal Policies", "FOIA", "Terms & Conditions", "Accessibility", "Privacy", "Sitemap", "Corporate Governance & Public Participation", and "2022 UNICOR Statement of Compliance with NDAA Section 889".

# Ordering plates in UNICOR (Part 3)

This is what your screen should look like if you have an active account. It will list the plates you've been approved to purchase.

Order New – used to purchase a new plate that has never been issued.

Renew – used to purchase expired or expiring plates.

Replacement – Used for replacing a damaged plate (this cannot be used to replace lost or missing plates).

The screenshot displays the UNICOR website interface. At the top, it identifies itself as an official U.S. government website. The navigation bar includes links for Order Status, Customer Service, Contact Us, My Account, and a user email address (jgill@central.unicor.gov). The UNICOR logo is prominently displayed with the tagline "We're life changing." Below the logo are "Home" and "Help" buttons. A "You are ..." dropdown menu shows the current selection: "Selecting a category of plates to order, renew or replace." To the right, there is a "Cart 0" button and a "Checkout" button. A "New Search" link is also present.

The main content area is divided into several sections:

- BOP Store:** Includes instructions on how to return license plates to UNICOR and a memorandum regarding Federal Credit Card Usage and Restrictions.
- Department of Agriculture Standard Plates (FPI Managed):** Shows a plate with idPlate: 278, SKU: PLATEUSDA01, and Next Serial: A397187. Buttons for "Order New", "Renew", and "Replacement" are available.
- Department of Agriculture Motorcycle Plate (FPI Managed):** Shows a plate with idPlate: 279, SKU: PLATEUSDA02, and Next Serial: A06150M. Buttons for "Order New", "Renew", and "Replacement" are available.
- Department of Agriculture On-Post (FPI Managed):** Shows a plate with idPlate: 363, SKU: PLATEUSDA03, and Next Serial: AG001057. Buttons for "Order New", "Renew", and "Replacement" are available.
- USDA ID Plate (FPI Managed):** Shows a plate with idPlate: 366, SKU: PLATEUSDA04, and Next Serial: AG8574. Buttons for "Order New", "Renew", and "Replacement" are available.
- USDA Trailer Plate, Single (FPI Managed):** Shows a plate with idPlate: 445, SKU: PLATEUSDA01T, and Next Serial: A45925T. Buttons for "Order New", "Renew", and "Replacement" are available.
- USDA, SMALL trailer plate, single (FPI Managed):** Shows a plate with idPlate: 468, SKU: PLATEUSDA02TFG, and Next Serial: A3652T. Buttons for "Order New", "Renew", and "Replacement" are available.



# Ordering plates from UNICOR (Part 4)

🇺🇸 An official website of the United States government. [Here's how you know](#)

Order Status Customer Service Contact Us My Account [jgill@central.unicor.gov](mailto:jgill@central.unicor.gov)

**unicor**  
We're life changing.

About Us Products Services **How to Do Business With Us** Request a Quote Shopping Lists

Home > My Account Dashboard

UNICOR General Store

**Bureau of Prisons Store**  
Designed for our fellow Bureau staff. BoP Products and Services conveniently organized...

**License Plate Store**  
You are authorized to purchase United States government license plates from UNICOR...   
Order here ...

Frequently Asked Questions

**FLOAT Adjustable Height Sit-Stand Table Desk**  
The World's Most Revolutionary Height-Adjustable Table   
Learn more...

**My Account Information**

**My Order Delivery Status**

**My Shopping Lists**

**My Shipping Addresses**

**My Waiver Requests**

To Update Account information click on My Account Information.

# Ordering plates from UNICOR (Part 5)

Click on Edit, and update your account accordingly.

E-mail Addresses **cannot** be updated from this page. If you are updating your e-mail, please use the link to the left. In addition, please notify us of this change at [CUSGDLP@usdoj.gov](mailto:CUSGDLP@usdoj.gov) so we can also update the License Plate Store as well.

Bureau codes cannot be updated on-line. If you need to update your bureau code, contact us at [CUSGDLP@usdoj.gov](mailto:CUSGDLP@usdoj.gov)

The screenshot shows the UNICOR website's "My Account Dashboard". At the top, there is a navigation bar with links for "Order Status", "Customer Service", "Contact Us", and "My Account", along with the user email "jgill@central.unicor.gov". The UNICOR logo is prominently displayed. Below the logo, a menu includes "About Us", "Products", "Services", "How to Do Business With Us", "Request a Quote", and "Shopping Lists". The "My Account Dashboard" link is circled in red. The dashboard content includes a blue header for "Account Information" and a list of account details: Account No: 360339, Customer Name: GILL JIM, Department: DEPARTMENT OF JUSTICE, Agency: FEDERAL BUREAU OF PRISONS, Division: FCI CUMBERLAND MD / CENTRAL OFFICE, Address: 14601 BURBRIDGE RD SE, City, State, Zip: CUMBERLAND, MD 21502, Phone: 30178410003018, and Email: jgill@central.unicor.gov. There is an "Edit" button below the email and a "Return To My Account Dashboard" button at the bottom right. A sidebar on the left contains links for "My Account Information", "My Shipping Addresses", "Change Login Credentials", and "Change Account e-Mail".

# GSAFleet.gov Vehicle Registration

Angel Rahman, GSAFleet.gov

# Vehicle Registration System

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[GSAFleet.gov](https://gsafleet.gov) is the home for Federal vehicle registrations and license plate inventory management.

- Reconconcile your UNICOR license plate order
- Register your newly acquired vehicle
- Begin the process to submit plates to UNICOR for destruction

# License Plate Order Reconciliation

License plates orders need to be reconciled in order to be assigned to a vehicle in GSAFleet.gov

## License Plate Orders

If you need help registering a vehicle or managing license plates, please reference the [user guide](#) for step-by-step instructions.

[Hide filters](#) [Actions](#)

**FILTERS** × [Reset all](#)

	↕ Order number	↕ Date ordered	↕ Date shipped	↕ Status	↕ Point of contact	Actions
<b>1 filter applied</b> —	> <a href="#">45100125</a>	01/11/2023	-	● Shipped	Test X Walker	...

Order number  
45100125 ×

Order number —

Search by order number  
45100125 ×

10 items per page Displaying 1-1 of 1 items

# License Plate Order Reconciliation (cont)

The screenshot displays a web interface for license plate order reconciliation. At the top left, there is a 'Hide filters' button. Below it, a 'FILTERS' section is visible, containing a list of filters: '0 filters applied', 'Order number', 'Order status', and 'Point of contact'. The 'Order number' filter is currently selected and highlighted with a blue border. Below the 'Order number' filter, there is a search input field with the placeholder text 'Search by order number' and a magnifying glass icon. The main content area of the interface is a large, light gray rectangle with a dashed border, containing the text 'No license plate orders showing' and 'Add or remove filters to search license plate orders'. At the top of this main area, there are several columns with sort icons: 'Order number', 'Date ordered', 'Date shipped', 'Status', 'Point of contact', and 'Actions'.

- Search UNICOR Sales Order Number (No Leading Zeros)
- Additional Filters
  - Search by Point of Contact
  - Search by Order Status
- **No order loaded** error

# Exchange Plate Identifier

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- When the plates are reconciled, you are notified immediately if there is an expired plate with the same number in the system
- You can navigate directly to the registration page for the vehicle that is assigned to that plate and exchange the plates on the registration information

# GSAFleet.Gov Vehicle Details Page

## License Plates

Total plates: 66

### FILTERS

0 filters applied -

No filters applied

Plate number +

Plate details +

Plate status +

Plate number ^	Exchange	Plate status	A or B	Expiration ↕	Bureau	Actions
<a href="#">I164488</a>	<a href="#">Yes</a>	Received	A	08/2026	17-National Park Service	...
<a href="#">I164488</a>	<a href="#">Yes</a>	Received	B	08/2026	17-National Park Service	...
<a href="#">I169321</a>	-	Attached	A	08/2026	17-National Park Service	...
<a href="#">I169321</a>	-	Attached	B	08/2026	17-National Park Service	...
<a href="#">I169327</a>	<a href="#">Yes</a>	Received	A	08/2026	17-National Park Service	...
<a href="#">I169327</a>	<a href="#">Yes</a>	Received	B	08/2026	17-National Park Service	...
<a href="#">I169328</a>	<a href="#">Yes</a>	Received	A	08/2026	17-National Park Service	...
<a href="#">I169328</a>	<a href="#">Yes</a>	Received	B	08/2026	17-National Park Service	...
<a href="#">I169329</a>	<a href="#">Yes</a>	Received	A	08/2026	17-National Park Service	...
<a href="#">I169329</a>	<a href="#">Yes</a>	Received	B	08/2026	17-National Park Service	...
<a href="#">I250042</a>	-	Attached	A	08/2026	17-National Park Service	...



# Vehicle Details Page

[Home](#) > [Vehicle Inventory](#) > VIN [REDACTED]

## New license plate available

License plate **I263427** with the newer expiration date **08/2026** is ready to be attached to this vehicle.

[Update vehicle registration with new license plate](#)

## Critical information is missing on this vehicle registration

Certain vehicle fields (VIN, Make, Model, Year, Color, Fuel type, FAST reportable, Primary & Secondary POC) are mandatory data elements used to produce a Vehicle Identification Card (VIC). These are needed to ensure that the vehicle is properly registered in the Federal Motor Vehicle Registration System (FMVRS) when queried through the National Law Enforcement Telecommunication System (NLETS).

Please edit vehicle details in the overview to update the empty fields.

VIN [REDACTED] Incomplete

Search by license plate  Search by VIN

2002 FORD E-350 XL

[I263427](#)

### Vehicle overview

Contact information

Registration

Comments

### Vehicle overview

#### POINT OF CONTACT #1

eIBeStbcedSS  
014 - Department of the Interior  
6 ext. 0

#### POINT OF CONTACT #2

eIBeStbcedSS  
014 - Department of the Interior  
6 ext. 0

# License Plate Destruction

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## 2 license plates will be added for destruction

You are about to begin the license plate destruction process. This process includes three steps that will end with the selected license plates being changed to pending destruction and a PDF will be generated that you will need to include in your box to UNICOR.

**Do you have a UPS shipping label for your return boxes? \***

No, I need a shipping label  
 Yes

Before you begin, please send an email with the pick up address and weight of the shipment to [unicor.tag.recycling@usdoj.gov](mailto:unicor.tag.recycling@usdoj.gov) and UPS will email you a shipping label to put on your box.

[Close](#)

- Automates the completion of the [Federal Motor Vehicle License Plate Return Form](#)
- Updates plate status to “Pending Destruction”

# Lost/Stolen Plate Reporting

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- Identifying a Vehicle as “Missing” will automatically update the status of the plate to “Missing”
- Independently update the status of the plate to “Missing”
- If found, plates can be updated to “Received”
  - Must first be submitted for destruction
  - Cannot be registered to a different vehicle

# Vehicle Registrations

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- A complete vehicle registration is one that has
  - 2 complete unique points of contact
  - Vehicle Year, Make, and Model
  - Color
  - FAST reporting designation
- If any key identifiers are missing, the vehicle is listed as “Incomplete”
- Vehicle Year, Make, and Model typically pulled through NHTSA VIN Validation
- Those items that are not NHTSA Validated can be typed
  - If make and model not available, please email [fleet.helpdesk@gsa.gov](mailto:fleet.helpdesk@gsa.gov) with make and model name to be added

# Upcoming Enhancements

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- Bulk Plate Destruction Update
- Bulk POC Update
- Vehicle Registration for non-NHTSA validated VINs
- Enhancements to Inventory filter

# Questions

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# Who may we contact for support?

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- License Plate Policy:  
Contact Office of Government-wide Policy:  
[Vehicle.Policy@gsa.gov](mailto:Vehicle.Policy@gsa.gov)
- License Plate Ordering:  
Contact UNICOR:  
800-8273168  
[CUSGDLP@central.unicor.gov](mailto:CUSGDLP@central.unicor.gov)
- [GSAFleet.gov](https://www.gsa.gov)  
Contact GSA Fleet Tier 1 Support:  
866-472-6711  
[Fleet.HelpDesk@gsa.gov](mailto:Fleet.HelpDesk@gsa.gov)

