



MV-50 RETAIL/MV-50W WHOLESALE ORDER FORM

www.dmv.ny.gov

INSTRUCTIONS

IMPORTANT: You must return a completely used book before we can give you a new book.

To order a new supply of MV-50s or MV-50Ws:

1. sign and date this order and enclose a check or money order payable to **COMMISSIONER OF MOTOR VEHICLES. DO NOT SEND CASH.**
2. write your facility number on your check or money order.
3. optional: If you would like your order returned by express delivery service, add \$10.00 to the total cost of your order.
4. allow 2 - 3 weeks for processing and delivery.
5. enclose this form and the books that are being returned in one envelope, and forward the envelope to:

Regular Mail

Bureau of Consumer &
Facility Services
PO Box 2700
Albany NY 12220-0700

Express (FedEx, UPS, Etc.)

Vehicle Safety Services
6 Empire State Plaza, Room 220
Albany NY 12228

FACILITY INFORMATION

Facility Name		Facility Number	
Address		City	Zip Code

Write the serial number of each MV-50 or MV-50W book you are returning with this order form:

Specify the type and number of books you are ordering, and the amount owed:

Retail @ \$250.00 per book Wholesale @ \$125.00 per book

_____ books @ \$_____ each = \$ _____
(Quantity)

For return express delivery of books, add \$10.00 = \$ _____

TOTAL PAYMENT AMOUNT = \$ _____

➔ _____ (Authorized Signature) _____ (Date)

_____ (Print Name)

_____ (Business Phone) _____ (E-Mail Address)

A \$35.00 FEE WILL BE CHARGED FOR ALL RETURNED CHECKS!

