









## Receiving Metal License Plates

<b>1</b>	<p>TxDMV sends <b>notice and instructions</b> for receiving plates <b>via email</b></p> <ul style="list-style-type: none"><li>Look for a message titled, "Confirm Receipt of Your License Plate Shipment"</li></ul>	
<b>2</b>	<p>License plate shipment <b>arrival and inspection</b></p> <ul style="list-style-type: none"><li>Use the link provided in your customized email to verify receipt of your shipment.</li></ul>	
<b>3</b>	<p><b>Verify quantity</b> of license plates <b>received</b> per emailed instructions</p> <ul style="list-style-type: none"><li>Match the shipped plates to the packing list provided.</li></ul>	
<b>4</b>	<p><b>Acknowledge receipt or report issues</b> with license plate shipment</p> <ul style="list-style-type: none"><li>If you discover missing, damaged, or incorrect plates, email Dealer_Plate_Confirmation@TxDMV.gov with details regarding your issues. Provide pictures if applicable.</li></ul>	
<b>5</b>	<p><b>Store</b> license plate inventory in a <b>secure location</b></p>	
<b>6</b>	<p><b>Transfer</b> license plate inventory to sublocations if applicable</p>	

### Important Reminders

- Store license plate inventory in a secure location**, such as a locked and secured room or closet or one or more securely locked, substantially constructed safes or steel cabinets bolted or affixed to the floor or wall of sufficient size to store all dealer and buyer's license plates in a dealer's possession.
- Do Not Issue Early – Plates may not be issued to customers before July 1.**