



Rutgers University Foundation  
335 George Street, Suite 4000  
New Brunswick, New Jersey 08901-1262

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RUalumni@ruf.rutgers.edu  
848-932-7061  
Fax: 732-932-3845

Thank you for your interest in the **standard** Rutgers License Plate Program. Presently we have the following plate design available:



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In order for us to complete your request for a standard Rutgers license plate, please send us the following information:

- College and year of graduation (if applicable)
- The **New Jersey Motor Vehicle Commission application**- Please fill in STANDARD where it asks for the **type of plate that you are applying for and sign** where it says, "Signature of Applicant" on the bottom. The application must be filled out and signed by the person whose name is on the vehicle registration.
- A **photocopy of your current vehicle registration**.
- A check in the amount of **\$100.00** payable to **Rutgers University Foundation**.
- **If your car is leased**, you will need to write a letter to your leasing company, releasing the new Rutgers plates to them for the duration of your lease. Send a copy of this letter to the Department of Alumni Relations with your application and check **and** forward a copy to your leasing company.

Sample: "I \_\_\_\_\_ hereby release ownership of my new Rutgers plates to \_\_\_\_\_  
(name of leasing company) for the duration of my lease."

The above information should be sent to:

**Rutgers University Foundation**  
**335 George Street, Suite 4000**  
**New Brunswick, NJ 08901**  
**Attn: Rutgers License Plates**

When we have received your completed application, including all required documents as outlined above, you will be assigned a plate number. We will then forward it to the NJMVC to be processed. Your new plates will be mailed directly to you by way of the NJMVC. It can take up to 6 weeks to receive your standard plates. Once you have received them, please return your old plates to your local DMV.

If you have any questions, please contact 848-932-7061 or [benefits@ruf.rutgers.edu](mailto:benefits@ruf.rutgers.edu).