



Natural Resources Conservation Service
6200 Jefferson NE, Room 305
Albuquerque, New Mexico 87109
Phone: (505) 761-4402 Fax: (505) 761-4463
Web site: www.nm.nrcs.usda.gov

February 11, 2011

NEW MEXICO BULLETIN No. 120-11-4

SUBJECT: ADS – PERSONAL PROPERTY MANAGEMENT –VEHICLE LICENSE PLATE REPLACEMENT

TO: All Employees

ACTION REQUIRED BY: March 4, 2011

Purpose: To provide guidance regarding required license plate replacement.

Expiration Date: September 30, 2011

Per GSA guidance, and the USDA License Plate Ordering Process, all government vehicles and trailers that have road access must display license plates with expiration dates. In addition, off-road vehicles such as ATVs, snowmobiles and other motorized equipment, must now display a new yellow plate designating them for off-road use only. The state office has ordered and received all of the replacement plates and will be issuing them to each office next week for immediate replacement. The GSA-leased vehicles have already completed this process.

All Vehicle Operators / Property Custodians:

When the new plates are received, the old plates must be replaced immediately and sent back to Larry Flinn, Property Management Technician, at the State Office. These are replacement plates, meaning that they will have the same number as the current license plate on the vehicle/trailer. Because the numbers are identical, you can continue using the fleet card assigned to the vehicle. The plates must be sent back for tracking and recycling purposes; they cannot be destroyed on site. If you do not receive license plates for a vehicle, trailer or piece of motorized equipment in your office, please let Larry know immediately.

If you have any questions, please contact Rosabeth R. Garcia-Sais, State Administrative Officer, at (505) 761-4411.

A handwritten signature in black ink, appearing to read "Dennis L. Alexander".

DENNIS L. ALEXANDER
State Conservationist