

Sample

John Doe
123 Anywhere Street
Anywhere, KY 12345

April 19, 2012

THIS IS THE ONLY NOTICE YOU WILL RECEIVE

Failure to comply with this request within 30 days of the date on this letter will result in the cancellation of your motor vehicle registration.

The Department of Vehicle Regulation does not have verification of liability insurance for this vehicle:

<u>Notice #</u>	<u>Year</u>	<u>Make</u>	<u>VIN #</u>	<u>Plate #</u>
1	NNNN	ABCD	ABCD12345EFGHIJKL	NN NNN ABC

This may be due to your policy having been cancelled or not renewed. It may also be due to one of the following:

1. The VIN on your insurance card does not match the VIN listed for the vehicle;
2. Your insurance card does not indicate personal coverage;

If either #1 or #2 above is true, please call your County Clerk or the Kentucky Division of Motor Vehicle Licensing at 502-564-1257 prior to contacting your insurance agent. Otherwise, you have 30 days from the date of this letter to provide your County Clerk with acceptable proof of insurance for the vehicle.

Any of the following documents are acceptable proof of insurance:

Official Commonwealth of Kentucky insurance card*	Proof of Self-Insured Coverage
Reinstatement notice if insured with the same company	Contract including a declaration page
Proof of <u>active</u> military service or provost letter	Binder or Certificate of Insurance issued by an insurance agent

***If a card is shown as proof, the issue date CANNOT be more than 45 days prior to the day you present the card to the clerk as found in KRS 186A.042 (2)(a).**

Kentucky Revised Statute 304.39-090 Required security.

An owner of a motor vehicle registered in this Commonwealth who ceases to maintain security as required by the provisions on security may not operate or permit operation of the vehicle in this Commonwealth until security has again been provided as required by this subtitle. An owner who fails to maintain security as required by this subtitle shall have his or her motor vehicle registration revoked in accordance with KRS 186A.040. All other owners shall provide such security while operating a motor vehicle in this Commonwealth.

Please take this letter with you to the County Clerk's office.

If you have any questions or need assistance please contact your local County Clerk's office.