

**[LTO ADMINISTRATIVE ORDER NO. 97-005,
October 03, 1997]**

**RULES AND REGULATIONS GOVERNING THE USE OF
COMMEMORATIVE PLATES PURSUANT TO PRESIDENTIAL
MEMORANDUM ORDER NO. 405**

Pursuant to Sections 4 (d-1) and 18 of RA 4136 as amended, in relation to Presidential Memorandum Order No. 405, the following rules and regulations governing the use of the commemorative plates/stickers are hereby promulgated for the guidance and observance of all concerned:

SECTION 1. Scope and Definitions. — This Order intended to regulate the use and installation of commemorative plates/stickers on motor vehicles and to provide a uniform procedures on how to secure the necessary authority for the use thereof.

a. National significance — involves a national observance of an event or a celebration covered by a Presidential Proclamation or by a specific directive from the President, or the launching of special projects, events or programs of government or such projects, events or programs that are actively supported by the government, the objectives of which will be redound to national interest, as certified by the concerned Department/Agency.

b. Historial Significance — involves a national observance of historical events or those, although observed at the local or regional level, caused a turning point or milestone in Philippine history as certified by the National Historical Institute.

c. International Significance — involves milestones of international organizations of which the Philippine Government is a committed member and which milestones are celebrated in the country, or international events hosted by the Philippine Government, as certified by the Department of Foreign Affairs.

SECTION 2. Limitations. —

a. Only the lead agency, committee and/or group duly authorized by the DOTC Secretary for the purpose, may issued commemorative car plates. The application for the issuance of commemorative car plates shall include the total number of plates to be issued.

b. The display period for any commemorative car plate shall not be more than six (6) months from its approval by the DOTC Secretary. The expiry date shall be prominently indicated in the plate design.

c. Only one commemorative plate may be issued per motor vehicle which shall be non-transferable.

d. No commemorative plate/sticker shall be offered for sale nor used for any fund-raising purposes whatsoever.

SECTION 2. Who may Apply. — Any group, organization or association in the observance and/or commemoration of an event which is of international, national, and/or historical significance, both past and present, which have a direct and vital impact on national life, may apply for an authority to use commemorative plates/stickers with the Land Transportation Office (LTO) upon recommendation of concerned government department/agencies covering the event requiring the plates, such as the Department of Foreign Affairs for international events and the National Historical Institute for historical events subject to the approval of the Secretary of Transportation and Communications.

SECTION 3. Procedure. — Upon approval of the application for the use and installation of commemorative plates/stickers by the Secretary, the following procedures shall be observed:

- a. Submit to LTO the following:
 - 1) The approved authority to use commemorative plates/stickers;
 - 2) Sample design of the plates and windshield stickers to be adopted;
 - 3) Names of persons with their respective positions in the organization/association authorized to use the plates/stickers;
 - 4) Certified copies of Certificate of Registration and the current official receipt of registration payment of the vehicle to which the plate/sticker shall be installed/attached; and
 - 5) Such other requirement which LTO may hereinafter require.
- b. Upon compliance with the requirements as enumerated above the LTO will cause the plates to be manufactured by an accredited LTO supplier and then, issued the same to the qualified owner/authorized vehicle through the applicant organization;
- c. Production and cost of commemorative plates/stickers shall be made directly with the supplier in accordance with the terms and price agreed upon by the parties concerned;
- d. No commemorative plates/stickers shall, under any circumstances, be issued/attached/transferred to a vehicle other than that which is duly authorized.
- e. In case a commemorative plate/sticker shall be surrendered prior to the expiration of the authority granted to a owner/vehicle, a notice shall be sent to the LTO for recording and said commemorative plates/stickers shall not be re-issued.

SECTION 4. Where to Install. — The commemorative plate shall be installed at the space allotted for the front plate of the motor vehicle by superimposing it over/placing it on top of the front regular plate. It is strictly prohibited to remove any of the regular plates (front or rear) to accommodate a conspicuous display of the commemorative plate or to superimpose same over/place same on top of the