



## Registration Renewal by Mail

### Vehicle and Watercraft Registration Renewal Mail-In Checklist

Customers who receive a general registration renewal reminder via email or text still have the option to renew their vehicle and watercraft registrations by mail.

Prior to mailing, please carefully review the checklist below and verify the required information is included. For assistance with this process, contact (888) 692-6841.

#### Registration Renewal Mail-In Checklist

When mailing in renewal paperwork, include the following:

- Using the fields provided on Page 2 of this checklist, provide the VIN/HIN and the license plate or boat registration number for the vehicle(s) and/or watercraft you wish to renew. Ensure all print is neat and legible.
- Include copies of any supporting documentation that are required for renewal. If you are unsure if documentation is required, please call the BMV Contact Center at (888) 692-6841.
- Complete the [Collection of Payment Information – State Form 56163](#) and include payment for all vehicle and watercraft registration renewals. Payment can be made by Visa, MasterCard, Check, Electronic Check, or Money Order.
  - You can find the total due for each vehicle by logging into or creating a [myBMV account](#).
    - Once you are in your account, follow these steps:
      - Click on the Plates And Registration links on the top navigation menu.
      - Click on the Renew Your Plates Online from left navigation.
      - Scroll to the bottom of the page and you will see your vehicle(s). Amount Due is found in the far-right column under 'Current Amount Due.'
      - If you have more than one vehicle you are renewing, please add all vehicles costs together.
    - If you do not wish to login into or create a myBMV account, you can call the BMV Contact Center for assistance at (888) 692-6841.
    - A \$15 administrative penalty will be assessed on each registration received after the date of expiration.

Once all information is gathered, mail this checklist, all required documents, and payment to:

Indiana Bureau of Motor Vehicles  
Winchester Processing Center  
P.O. Box 100  
Winchester, IN 47394

If the BMV determines sufficient documentation has been provided to complete the transaction, the registration(s) will be renewed. If any documents are missing or are incomplete, the entire application will be returned to sender.

