**Custom or Illuminated Plates**

1. Proceed to ALPA Office, with the Japanese title, located right next to the Land Transportation Office (LTO), and complete the Custom Plate application process. You will be required to pay the plate fees at this time. Fees are to be paid in Yen only, no card or USD. You will receive a plate reservation ticket with the plate pick up date on it.

* Fees are: ￥ 4,150 for custom plates and ￥ 5,570 for Illuminated plates.
* If ordering illuminated plates, lighting equipment is available for purchase at ALPA Office. The LED light system is ￥22,600.
* There is an expiration date on the reservation ticket, if it expires, the plates will be cancelled and all fees will **NOT** be refunded.

1. Proceed to the JSVRO Office on Camp Foster, bringing all the current vehicle paperwork. (Current Title, JCI, PDI, Road Tax, Base Registration and the reservation ticket). Worksheets will be completed and you will be required to pay ￥ 300 service fee.
2. If ordering illuminated plates: before you can receive the plates, you must install the LED equipment onto your car yourself. This service is not provided by LTO, JSVRO, or ALPA. In order to install the equipment, you must break the seal on your rear license plate. Once your seal is broken, you are no longer authorized to drive the vehicle, unless you have temporary plates on the vehicle. You can apply for temporary plates from JVSRO. Temporary plates have a one business day processing time, and are valid for a maximum of three business days. Preplanning is required to ensure you have temporary plates ordered before you break the seal to install the equipment, and the LED equipment must be installed before you can pick up your illuminated plates.
3. If ordering illuminated plates: The day before, or on the plate pick up date, come to JSVRO, Lane 4, on Camp Foster to receive a stamp saying the LED equipment has been installed properly on your vehicle. You will not be able to pick up your new license plate without this stamp.
4. On the plate pick up date proceed with the vehicle to the LTO, go to window #2, and submit your documents to receive your new title. Take your old license plates to window ‘D’ at ALPA Office and obtain your new custom plates. Remove your temporary plates (if applicable), and install the new plates on your vehicle. Drive the vehicle to sealing section #7, located behind the ALPA building, to seal the new rear license plate. If issued temporary plates, return them to JSVRO on or before the required expiration date.

Official Stamp