

# **Boone County Clerk Motor Vehicle Renewal Options**

*Kenny Brown, Clerk*

**Renewal Options** -There are several ways to renew motor vehicles, boats, trailers and other licensed units in Boone County. Currently, we have four options available to our residents. Customers may renew through the mail, over the phone, in person or through the internet. Current registration must be submitted to the clerk if renewing through the mail or in person.

**Renewal by Mail** -When renewing through the mail, customers must submit their current proof of Kentucky insurance, current registration, tax bill and payment. Proof of insurance card must state the NAIC number and effective date (effective date must be within 45 days of the current date). Payment can be a personal check, money order or certified check. If customers have a new Boone County address, please make notation of the address change with your renewal. Any customer without a change of address, but needs the renewal mailed to a different location may request this with a note containing the substitute mailing address. Any vehicle(s) in which taxes are delinquent must be paid in person. All renewals are subject to a \$2.00 postage and handling fee that must be included. Mail all renewals to: **Boone County Clerk – Kenny Brown P.O. 874 Burlington, KY 41005**

**Renewal in Person** - Customers may renew their motor vehicles in person during our hours of operation (located on homepage). Customers need to bring their current proof of Kentucky insurance, current registration, tax bill and payment. Proof of insurance card must state the NAIC number and effective date (effective date must be within 45 days of the current date). Payment can be a personal check (Driver's License of person signing the check required), money order, certified check, cash or credit/debit. Credit/debit transactions are subject to a 3% convenience fee.

**Renewal by Internet** - Customers may renew motor vehicles licensed with "Unbridled Spirit" passenger plates only. Leased vehicles or customers with address changes cannot renew through the internet. Customers must have their license plate number and Kentucky title number to renew. Customers must pay their registration fees with a Visa or MasterCard and are subject to a \$5.00 processing fee. To renew online and view other requirements please go to <http://mvl.ky.gov/MVLWeb/requirementpage.jsp>

**Renew by Phone**- Customers may call in vehicle registration renewals 24 hours a day and 7 days a week by calling 859-334-4880

- Registration must not be expired
- Property tax must not be delinquent on any vehicle
- Insurance must be current and verifiable
- Address on current registration must be correct

Have the following information available when you call:

1. Title number of the vehicle to be renewed
2. Vehicle Identification Number (VIN)
3. Credit card information (Visa / MasterCard / Discover) a \$2.00 postage fee and a 3% convenience fee will apply.

You will receive your completed renewal by mail in 3 - 5 business days.

