



TOWN OF ATKINSON  
OFFICE OF THE TOWN CLERK

**Motor Vehicle Information**

**Proof of Residency** needs to be established first before a new or first time New Hampshire Registration can be issued. (See Proof of Residency Information)

**How do I get a Temporary Plate?**

Temporary Plates are issued at a substation; Salem and Epping are the nearby Substations. The fee for Temporary Plates is \$10.00. Be sure to bring your Bill of Sale that includes the Vehicle Identification Number (VIN) and the Signature of the Buyer and Seller.

**How do I get Initial Plates?**

A fee of \$40.00 a year is applied to your state fees; plus, there is a one time fee of \$8.00 for the new plates. An Application Form RDMV 120 can be downloaded from the State Website or you may complete one at the Town Clerk's Office when you come in to register the vehicle. The Town Clerk's Office doesn't issue vanity plates but you do need to come into the office to start the process; Vanity plates are approved at the Department of Motor Vehicles now.

**How do I renew my Registrations?**

Per RSA 261:148, the State of New Hampshire requires that upon renewal, the **signed** current or previous registration or a certified copy of the above be presented to the clerk. You may now obtain a certified copy from our office for \$18.00, if you have lost your copy. The Renewal Notice may be used Per RSA 260:14. The Renewal Notice **MUST** be signed by the person who is listed first on the registration and their date of birth is **REQUIRED** for us to process the renewal. Only one check is required for both the Town and State Fees. The check is payable to: Town of Atkinson-TC

**How do I Transfer a Registration?**

The current copy of the Registration for the Plates that will be transferred on to the newly purchased vehicle should accompany the Title or Title Application along with the Bill of Sale.

**How do I get Replacement Decals or Plates?**

Passenger Plates are \$11.00 and Single plates are \$7.00 to replace. There is a \$4.00 Fee for Single or Double Decal Replacement. Form DSMV 23 needs to be completed by the owner of the plates. This form can be found on the State Website or filled out at the Town Clerk's Office.

**How do I get a Duplicate Registration?**

A fee of \$18.00 is required to receive a Duplicate Copy of your Registration. The owner of the plates must complete a RDMV110 form which can be found on the State Website or filled out at the Town Clerk's Office.