



STEPS FOR OBTAINING SPECIAL PURPOSE VEHICLE (SPV) ANNUAL PERMIT:

1. PICK UP YOUR "SPV APPLICATION FOR REGISTRATION AND LICENSE" FORM IN THE CHANUTE POLICE DEPARTMENT OR OBTAIN ONE ONLINE AT: WWW.CHANUTE.ORG
2. UPON COMPLETION OF SPV APPLICATION, MAKE SURE YOUR SPV IS EQUIPPED WITH THE FOLLOWING **PRIOR** TO VEHICLE INSPECTION:
 - AFFIX SLOW MOVING VEHICLE EMBLEM ON THE REAR OF THE VEHICLE IN COMPLIANCE WITH K.S.A. 8-1717.
 - AFFIX BRIGHT ORANGE TRIANGLE FLAG NO LESS THAN 84 INCHES OFF GROUND LEVEL ON THE REAR OF VEHICLE.
3. CONTACT THE CHANUTE POLICE DEPARTMENT TO MAKE ARRANGEMENTS FOR SPV INSPECTION. UPON INSPECTION, BE PEPAED TO PROVIDE THE CHANUTE PUBLIC SAFETY OFFICER THE FOLLOWING:
 - COMPLETED APPLICATION FOR REGISTRATION AND LICENSE FORM
 - PROOF OF LIABILITY INSURANCE
 - PROOF OF VALID DRIVER'S LICENSE

IF SPV PASSES INSPECTION, THE PUBLIC SAFETY OFFICER WILL SIGN REGISTRATION FORM AND RETURN IT TO YOU. IF SPV DOES NOT PASS INSPECTION, YOU WILL BE INFORMED BY THE OFFICER WHAT YOU NEED TO DO IN ORDER TO COMPLY.

4. AFTER YOUR SPV HAS SUCCESSFULLY PASSED INSPECTION, SUBMIT THE FOLLOWING TO THE CITY CLERK'S OFFICE (LOCATED ON 1ST FLOOR OF MEMORIAL BUILDING):
 - COMPLETED "SPV APPLICATION FOR REGISTRATION AND LICENSE" FORM
 - PROOF OF VALID DRIVER'S LICENSE (CITY CLERK WILL KEEP COPY ON FILE)
 - PROOF OF LIABILITY INSURANCE (CITY CLERK WILL KEEP COPY ON FILE)
 - \$50 - ANNUAL REGISTRATION FEE

THE CITY CLERK WILL ISSUE YOUR SPV REGISTRATION STICKER WHICH YOU WILL VISIBLY DISPLAY ON THE **LEFT REAR BUMPER** OF YOUR SPV.

5. SPV PERMITS MUST BE RENEWED ANNAULLY IN JANUARY OF EVERY YEAR.