



**United States Department of State**

*Washington, D.C. 20520*

July 7, 2021

## **NOTICE**

### **Opening of Temporary In-Person Services for Title and Registration Exchanges**

The Office of Foreign Missions (OFM) is pleased to announce that it will offer in-person services to distribute vehicle titles/registrations in exchange for license plates for foreign missions located in the Washington DC metropolitan area. This service will begin on July 14, 2021, and will be available until further notice.

This service will be provided by appointment only, on Wednesdays and Thursdays from 8:00 A.M to 11:00 A.M. **outside** of the Customer Service Center located at:

3507 International Place NW,  
Washington, D.C. 20008

OFM will accommodate only one individual per foreign mission. The individual representing their mission may drop off several license plates per appointment. All individuals are required to wear facial coverings throughout the duration of the appointment.

Foreign missions should contact [ASB-Appointments@state.gov](mailto:ASB-Appointments@state.gov) and provide the following information:

- the date and time that the mission wishes to schedule an appointment (Wednesdays and Thursdays between 8:00 A.M. and 11:00 A.M.);
- the full name and PID of the one point of contact from the Mission that will attend the appointment;
- the name(s), PID(s), license plate number(s) and associated eGov transaction number(s) of the individual(s) whose license plates will be dropped off in exchange for the title(s).

Please note that OFM is unable to accept other requests or questions regarding other services during these in-person appointments.