



24-1694

The Secretary of State presents his compliments to their Excellencies and Messieurs and Mesdames the Chiefs of Mission and wishes to inform them of updates to the Office of Foreign Mission's (OFM) vehicle registration policy as it relates to the payment of parking tickets issued by the District of Columbia. This note replaces Note. No. 94-333, dated December 16, 1994.

Chiefs of Mission are reminded that members of foreign missions have a duty under the Vienna Convention on Diplomatic Relations and the Vienna Convention on Consular Relations to respect local laws and regulations. Foreign missions and their members are expected to pay or contest all minor traffic infractions (including parking tickets) in a timely manner.

Chiefs of Mission are advised that it is the policy of OFM to withhold new registrations and registration renewals of vehicles belonging to foreign missions or their members when the District of Columbia's records show unpaid parking tickets. The mission or mission member is required to

resolve all outstanding tickets issued in their name in order to renew a vehicle registration or to register a new vehicle with OFM. Further, if a vehicle is not properly registered or insured, the Department will require the return of the license plates of such vehicles within 30 days of the registration expiration date. Vehicles with an expired registration cannot be operated legally in the United States.

In addition, if the foreign mission or their member has additional vehicles that need a new or renewed registration, those vehicles will also remain ineligible for registration until proof of payment or adjudication for all unpaid tickets against the mission/member is received by OFM.

Additional vehicles owned by the foreign mission or member will also be denied a new decal or registration document until any unpaid ticket obligations are satisfied and consequently will not be able to be operated legally in the United States. As part of his policy, OFM will ensure that each mission has at least one vehicle available for official use at all times that can be renewed and operated as long as that vehicle has the prescribed level of insurance, as required by the 1978 Diplomatic Relations Act and the 1982

Foreign Missions Act, and set forth in circular note 24-1158, dated June 13, 2024.

The Department cautions missions that vehicles with expired registration decals may be cited by law enforcement officials for failing to have proper registration. The Department takes any such citation seriously, considering it to be inconsistent with the duty of members of foreign missions to respect local laws.

With respect to any tickets issued by the District of Columbia, missions are reminded that the Department has no jurisdiction to adjudicate traffic citations or otherwise intercede with the Government of the District of Columbia on such matters. Therefore, missions are to direct all inquiries to the relevant District of Columbia authorities. The Department encourages mission members who believe that a ticket has been issued improperly to avail themselves of the District of Columbia's adjudication process.

To contest a ticket, the mission or mission member can request to reduce fines (i.e., dismissal of the penalty or dismissal of the entire ticket), through submitting a written explanation and any documentation or evidence that supports the request online at [DC DMV Online Ticket](#)

Adjudication. Adjudication via mail is also available, and all correspondence should be directed to DMV Adjudication Services, Attention: Mail Adjudication, P.O. Box 37135, Washington, D.C. 20013.

Payments for tickets via mail should be made payable to “D.C. Treasurer” and should be sent to the Adjudication Services, P.O. Box 2014, Washington, D.C. 20013. Missions and their members may also pay their tickets online at the District’s Ticket Payment website,

https://prodpci.etimspayments.com/pbw/include/dc_parking/input.jsp?ticketType=P by entering the citation number or choosing DP as state and the vehicle plate number as issued by OFM. To verify and/or confirm a balance on any ticket issued to a vehicle, the mission/members may also call DC DMV at 202-737-4404.

Chiefs of Mission should note, and should remind their members, that if a ticket is not paid or contested within 30 days of receiving the ticket, a penalty equal to the fine amount is added (*i.e.*, the amount of the fine will double, and after 90 days the ticket will be placed in collections). At the time of registration renewal, if a ticket has been recently paid or is in adjudication, the mission or mission member should send proof of payment

in the form of a receipt from the District of Columbia or a copy of the ticket (if available), and proof that the ticket is being adjudicated (*e.g.*, copies of correspondence to and from the District of Columbia) to OFM at OFM-FMS@state.gov.

The Department encourages all affected missions and mission members to contact the appropriate city officials to confirm the accuracy of the parking violation data, and to then take the necessary steps to resolve all outstanding valid parking tickets either by paying amounts owed or successfully adjudicating settlements of the violations.

Questions regarding this policy may be addressed to OFM-Policy@state.gov.

Department of State,

Washington, July 31, 2024.

A handwritten signature in blue ink, consisting of stylized, overlapping loops and strokes, positioned to the right of the date.