



# GREENTREE TRANSPORTATION COMPANY.

## ORDERING INSTRUCTIONS

### ILLINOIS IRP LICENSE PLATE

THE FOLLOWING ITEMS ARE REQUIRED IN ORDER FOR Greentree Transportation Company.  
TO ORDER:  
AN ILLINOIS IRP PLATE.

1. ***FAX THE FOLLOWING COMPLETED, SIGNED AND WITNESSED PLATE OWNERSHIP & INFORMATION FORM TO (412) 490-2365 ALONG WITH;***
2. A CLEAR PHOTOCOPY OF THE TRACTOR TITLE
3. A PHOTOCOPY OF CURRENT PAID FORM 2290 (FEDERAL HIGHWAY USE TAX). THIS COPY MUST BE CLEARLY STAMPED PAID BY THE IRS FOR THE PERIOD FROM LAST JULY 1<sup>ST</sup> THROUGH NEXT JUNE 30<sup>TH</sup>. (*NOTE: IF YOU HAVE RECENTLY PURCHASED THE TRACTOR YOU MAY PROVIDE A CLEAR PHOTOCOPY OF THE FRONT & BACK OF THE PREVIOUS TITLE SHOWING IT HAS BEEN ASSIGNED TO YOU ALONG WITH THE PURCHASE BILL OF SALE.*)
4. A MINIMUM OF \$350.00 DOWN OR THE COST OF THE PLATE, WHICHEVER IS LESS. THIS MONEY SHOULD BE PAID BY MONEY ORDER, CERTIFIED CHECK OR CASHIER'S CHECK BEFORE A TEMPORARY WILL BE ORDERED.
5. ILLINOIS REQUIRES THAT ALL TRAILERS THAT ARE REGISTERED IN ILLINOIS TO BE TITLED IN ILLINOIS, THEREFORE IF YOU WISH TO ORDER AN ILLINOIS TRAILER PLATE YOU MUST PROVIDE Greentree Transportation Company WITH THE ORIGINAL TITLE.

The State of Illinois will issue only one (1) 45-day Temporary Registration per vehicle and there are no exceptions to this policy. Therefore Greentree Transportation must have all of required items in-hand before a Temporary will be ordered.

If you have any questions concerning Illinois IRP Plates contact Jennifer in the Safety Department at (800) 284-1902, ext. 8775



## GREENTREE TRANSPORTATION COMPANY

LESSOR: \_\_\_\_\_ DATE: \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

TO WHOM IT MAY CONCERN:

Greentree Transportation Company is obtaining Illinois International Reciprocity Plan registration plates(s) for the following equipment, of which I am the owner:

UNIT	YEAR	MAKE	SERIAL NO.	EMPTY WEIGHT	PURCHASE PRICE	PURCHASE DATE
------	------	------	------------	--------------	----------------	---------------

\_\_\_\_\_  
\_\_\_\_\_

I understand that the registration plate(s) belong to Greentree Transportation Company. If for any reason the lease on my equipment is canceled, I agree to return the Illinois Registration Plate(s) and registration card(s) to Greentree Transportation Company within 48 hours. I also understand that if the plate(s) and registration(s) are properly returned I will receive a pro-rata refund of the unused portion of the plate cost as of the date that Greentree Transportation reissues the plate to another Lessor. Refunds will only be issued for full quarters remaining when reissued.

Failure on my part to return the plate(s) and registration card(s) to Greentree Transportation Company will be cause for the plate(s) to be reported as stolen to the local authorities.

Signed: \_\_\_\_\_  
(Lessor)

Witness: \_\_\_\_\_  
(Witness Signature)