



TUXEDO PARK POLICE DEPARTMENT

1 Tuxedo Road, Tuxedo Park, N.Y. 10987
Main: 845.351.4741 Fax: 845.351.4009
Email: police@tuxedopark-ny.gov



David Conklin
Chief of Police

*** IMPORTANT NOTICE TO ALL TAG HOLDERS ***

Resident Vehicle Tag Holders

Please follow the procedure below so that we may accurately process your request for a NEW tag:

- Make a copy of the registration card for each vehicle as well as your driver's license and mail them to Tuxedo Park Police Department (1 Tuxedo Road, Tuxedo Park, NY 10987, Attention: Denise, Village Deputy Clerk); enclose them in a sealed envelope marked "Attention Denise, Village Deputy Clerk" and bring it to the main gate; fax to 845-351-8881 "Attention Denise, Village Deputy Clerk"; or email to dspalthoff@tuxedopark-ny.gov.
- If your vehicle is registered to either a Business or Financial Institution, please print your Name and Address on the copy.
- Include your Name and Telephone Number so that we may update our records and notify you when your vehicle tag is ready to be picked up at the main gate. Include a self-addressed, stamped envelope if you would like your tag(s) mailed to you. WE CANNOT MAIL THE METAL PLATES.
- If you already have a tag that is soon to expire, please indicate the tag number next to the copy of the registration card that the tag has been assigned to. The Tag Number is located in **small** print at the bottom of your tag.

Non Resident Vehicle Tags TEAL w/ WHITE BORDER WILL EXPIRE August 31, 2020.

Please follow the procedure below so that we may accurately process your request for a NEW tag.

- Non-resident tag holders consist of residents with less than a three-year lease agreement, Tuxedo Club and Full Time Year Round Employees, Tuxedo Park School Faculty Members and Parents.
 - Please make a copy of the registration card for each vehicle as well, as your driver's license.
 - Copies can be mailed to the above address, bring to the main gate in a sealed envelope marked "Attention Denise"; fax to: 845-351-8881 or email to dspalthoff@tuxedopark-ny.gov. PLEASE MAKE CERTAIN ALL COPIES ARE LEGIBLE.
 - Print your Name, Address and Phone Number on the copy so that we may contact you when your tags are ready for pick up.
 - Include a self-addressed stamped envelope if you would like your tag(s) mailed to you. WE CANNOT MAIL THE METAL PLATES.
 - If you already have a tag, please indicate the tag number next to the copy of the registration card that the tag has been assigned to. The Tag Number is located in **small** print at the bottom of your tag.
 - There is a fee of \$75.00 for each tag and a fee of \$15.00 for each metal plate.
 - Please make your check or money order payable to: Village of Tuxedo Park. CASH WILL NOT BE ACCEPTED AS A FORM OF PAYMENT. Tuxedo Club memberships will be billed upon request. Please include your Tuxedo Club membership number.
- Note: ONLY VALID TAG HOLDERS WILL BE PERMITTED SOUTH GATE ACCESS.
- When transferring your valid vehicle tag to another vehicle, please notify us so that we can update our records.
 - If you should not replace the vehicle to which the tag has been assigned, please return the tag to us.

Please contact Village Deputy Clerk Denise Spalthoff at (845)-351-4745, ext #4 or by email at dspalthoff@tuxedopark-ny.gov with any questions regarding vehicle tags.