Ambulance Registration

When registering your Ambulance, privately owned companies must provide the Secretary of State with a Vehicle Safety Inspection Report dated within the last six months, proof of Public Health inspection and a Certificate of Insurance. Municipally owned ambulances must provide proof of safety inspection dated within six months and a public health inspection; however, no proof of insurance or registration fee is required.

You must submit a Certificate of Insurance that shows the vehicle has either split requirements or a combined single limit of insurance coverage as follows:

**Split Requirements**
- $250,000 for any one person
- $250,000 for any one accident
- $50,000 property damage

**Combined Single Limit**
- $300,000

The Certificate of Insurance must either expire Dec. 31 of current registration year or state that the policy is continuous. The certificate also must indicate the following:
- each vehicle covered by the policy,
- the name and address of the insured must match the name and address of the vehicle registration,
- “Secretary of State” listed as certificate holder, and
- policy number.

A Certificate of Liability Insurance must be submitted for each vehicle.

The reverse side of this notice contains information about insurance stickers that must be displayed on your vehicle and a sample Certificate of Insurance with specific instructions that must be followed. To prevent delay in processing your renewal, when obtaining a new Certificate of Insurance from your agent, please take this notice with you to ensure compliance.

**Plates/sticker renewals**

**Non-Standard Plates Section**

1st Floor Howlett Bldg., Customer Service
Springfield, IL 62756
217-782-5234
Insurance Stickers

The Office of the Secretary of State is required by law to issue an insurance sticker with an assigned expiration month to be displayed on ambulance vehicles. A new insurance sticker valid through Dec. 31 will be issued, unless the office receives notification that your insurance has been canceled.

1. Certificate must indicate minimum coverage or a combined single limit.
2. Policy expiration date must be Dec. 31 of current registration year, or certificate must indicate continuous coverage.
3. Certificate must indicate that the Secretary of State's office will be notified in writing 10 days before the policy is canceled.
4. If the form includes the statement: "Should any of the above described policies be canceled before the expiration date thereof, notice will be delivered in accordance with the policy provisions"; a separate notation is required stating that the Secretary of State's office will be notified in writing 10 days prior to cancellation.
5. Certificate date must be dated within 90 days of transaction.