



# West Virginia Parkways Authority

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3310 Piedmont Road  
 Charleston, West Virginia 25306  
 Fax: (304) 926-3748

E-Mail: [CustomerServiceCenter@WVTurnpike.com](mailto:CustomerServiceCenter@WVTurnpike.com)

## TRANSPONDER RE-ORDER WORKSHEET

For Existing West Virginia E-ZPass Commercial Patrons

E-ZPass Account Number	Company Name	Contact Person and Phone Number	Date
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**VEHICLE INFORMATION:** List all vehicles for which you want an E-ZPass transponder(s). Attach photocopies of this sheet if more space is needed. Interior transponders are transferable from one vehicle to another as long as they have the same vehicle reference code.

License Plate		Vehicle Information				Vehicle Reference Code	Type of Transponder		Office Use Only
Plate Number	State	Make	Model	Year	Color	(see attached sheet)	(please Check which type, if nothing is marked an interior type will be mailed)		
							<input type="checkbox"/> Interior <input type="checkbox"/> Exterior		
							<input type="checkbox"/> Interior <input type="checkbox"/> Exterior		
							<input type="checkbox"/> Interior <input type="checkbox"/> Exterior		
							<input type="checkbox"/> Interior <input type="checkbox"/> Exterior		
							<input type="checkbox"/> Interior <input type="checkbox"/> Exterior		
							<input type="checkbox"/> Interior <input type="checkbox"/> Exterior		
							<input type="checkbox"/> Interior <input type="checkbox"/> Exterior		
							<input type="checkbox"/> Interior <input type="checkbox"/> Exterior		

<b>Total number of transponders by type</b> <small>(The total number of check marks in each column)</small>		
<b>Cost per transponder</b>	x \$25.00	x \$25.00
<b>Total cost of transponders by type</b> <small>(The total number of transponders by type multiplied by \$25.00)</small>		
<b>TOTAL TRANSPONDER PAYMENT DUE</b>	\$	

**PAYMENT OPTIONS (CHECK ONE)**

**Cash**
 **Check or Money Order**  
Made payable to "WVPA"

**Credit Card**  
For Security purposes, please provide a Daytime Phone number in which you may be contacted to obtain the Credit Card Information. Please have available the Credit Card Number, Expiration Date, Name on Credit Card, Billing Address, and Security Code.

\_\_\_\_\_  
 Contact Person Daytime Phone Number

**SHIPPING OPTIONS** If no Shipping Address is provided, we will mail the transponder to the Address on file for the account.

Business Name: \_\_\_\_\_  
 Contact: \_\_\_\_\_ Phone #: \_\_\_\_\_  
 Address: \_\_\_\_\_  
 City, State & Zip Code: \_\_\_\_\_

**AUTHORIZED SIGNATURE**

Authorized Signature	Title	Date
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Mail Transponder Re-Order Worksheet along with your Payment to: **WVPA; E-ZPass Customer Service Center; P.O. Box 1469; Charleston, WV 25325.** Or if you are paying with a credit card you may fax the request to (304) 926-3748. Cash Payments can be made in person at our Customer Service Center located at 3310 Piedmont Road; Charleston, WV 25306. You can also log onto our website and complete the request at [www.wvturnpike.com](http://www.wvturnpike.com)