

Application for a vehicle registration certificate



For more information go to www.gov.uk

Please read these notes carefully.



When you should use this form

Use this form to apply for a vehicle registration certificate (V5C):

- if you have bought the vehicle but have not received the V5C in your name, (you should allow four weeks from the date you bought the vehicle before you use this form), or
- because the original V5C has been lost, stolen, damaged or destroyed. If you have previously had a V5C in your name for this vehicle, and there is no change to the vehicle or your personal details, you can apply for a duplicate by phoning 0300 790 6802. If you are deaf or hard of hearing and have a textphone, phone 0300 123 1279. (This number will not respond to ordinary phones.) Please have a debit card or credit card to hand when you phone, as you may have to pay the £25 fee (see section D).



Filling in this form

If you do not give full details in this application, we will not be able to deal with it and will return it for you to fill in.

Please remember the following:

- · Provide all the vehicle details.
- · Provide your full names, not initials.
- Do not give joint names (for example, a husband and wife's or a father and son's).
- · Give an address in Great Britain (GB).
- PO box addresses are only acceptable for applications in a company name with a full postal address.

When filling in section 3, a motor trader can be a:

- motor dealer
- motor vehicle auctioneer
- · motor vehicle insurer you have settled a claim with
- · motor vehicle dismantler (salvage dealer), or
- finance company with a financial interest in the vehicle.



How to pay and where to send this form

The fee for this application is £25 (at time of printing).

If sending this form directly to DVLA please make cheques or postal orders payable to 'DVLA, Swansea'. Do not send cash or blank postal orders. Send this form to DVLA, Swansea, SA99 1DD.



When there is no fee

You do not have to pay a fee in the following circumstances:

- If you are the new keeper and the previous keeper failed to tell us about the change, you must have the New keeper's details section (V5C/2) from the V5C and send it to us with this application form.
- If the vehicle has been categorised as C salvage (repairs would cost more than the vehicle was worth) by the insurance company and they have destroyed the V5C. We will carry out checks to make sure this is the case.

You have to pay for the following categories:

A = scrap only, B = break for spare parts only, and D = repairable. You can get more information on salvage categories from the insurance company. Ε

When you should receive the V5C

You should receive the V5C within:

- two weeks if you are already recorded as the registered keeper, or
- four weeks if there has been a change of keeper.

However, if you do not receive it in this time, please allow six weeks before contacting us.

Note: the address on the V5C will be in the format Royal Mail prefer. It may not be identical to that given on your application.



What to do if you also need to tax your vehicle

You can tax your vehicle at a Post Office® branch that issues tax discs by using your V5C or V5C/2 'New keeper's details section'. You may also need to fill in this form if you only have the V5C/2.

If you do not have a V5C or the V5C/2 you will need to fill in this form and pay a fee. You can pay by cash, debit card, cheque or postal order (made out to Post Office Ltd.), Post Office budget card or by traveller's cheques (in pounds sterling).

If you are not the registered keeper of the vehicle you may not be able to tax until you get a V5C in your name.

If you have changed your address you must fill in your previous postcode in the box under your signature on the front of this form.



What to do if you also need to make a Statutory Off Road Notification (SORN)

If you are, or are about to become, the keeper of the vehicle and you are keeping it off the road, you need to make a SORN with this application. If you have recently bought the vehicle, SORN cannot be transferred from the previous keeper. You will need to make a new SORN. If you do not make a SORN, legal action could be taken against you.

To make a SORN, fill in a Statutory Off Road Notification (SORN) (V890), which you can get from:

- the website at www.gov.uk/sorn
- DVLA Customer Enquiries (see contact details in section I).

Please make sure you attach the V890 to this form.



Data protection - releasing information

We will store your details on our vehicle register. We can release these details if we must do so by law. You can get more information on how and when we can release your details by visiting the website at www.direct.gov.uk/dvladataprotection



Further information

You can get more information at www.gov.uk

If you are not satisfied with the service you receive from us, please see 'How to contact us or make a complaint' (INS101). You can get this from the website at **www.dft.gov.uk/dvla**

You can contact us in the following ways:

By phone: 0300 790 6802 (Phone lines are open between 8am and 7pm, Monday to Friday, and between 8am and 2pm on Saturdays. Some calls will be monitored for quality and training purposes.) By textphone (for people who are deaf or hard of hearing): 0300 123 1279. (This number will not respond to ordinary phones.) By fax: 0300 123 0798.

By writing to: Customer Enquiries (Vehicles), DVLA, Swansea SA6 7JL.

Find out about DVLA's online services at

www.gov.uk/browse/driving







Read the guidance notes over the page before filling in this form. Please write clearly in black ink using CAPITAL LETTERS.

If you do not give full details in this application, we will not be able to deal with it and wi	ll return it to you to fill in.
1. Vehicle details	Official was only V60
Vehicle registration number:	Official use only V62 3/13
Make:	VC 3
Model:	vc3
Colour:	MKE 4
Tax class: (for example,	WINCE
Private/Light Goods, Petrol Car, Disabled):	MDL , , 5
VIN, chassis or frame number:	
(usually shown on a plate near the engine) If you do not give this information, it will be returned to you.	CLR 6
2. Keeper details	
Business or organisation not registered as PLC or LTD should also provide the name of the person responsible for the vehicle in the boxes below.	TC 7
Other (for Title: Mr Mrs Miss Ms example, Dr)	
	V10/V85/V70 Proc
Business or organisation name:	1100
riist names.	Independent Ø 8
Surname:	DVLA Date Stamp
For company use only DVLA/DVA Fleet number	
Current address	
House number: Full address:	, ,
Truit address.	
Post town:	DOE , ,
Postcode Date of birth	
Contact phone number:	CD 15 FI 16
Contact email address:	ISC 17
Have you had a vehicle registration certificate (V5C) for this vehicle in your name? Yes No	
	UW 18
If no , when did you get the vehicle?	DOW . 19
Your GB driving licence number (not required by law):	DOW 19
	SC 20
3. Why don't you have a V5C? (Please put a ■ against any that apply) • I bought the vehicle from the previous keeper or motor trader and I have not received a V5C yet.	
You should allow four weeks from the date you bought the vehicle before you use this form.	EN21
It has been lost, stolen, damaged or destroyed.	CC 22
Thas been lost, stolen, damaged or destroyed.	
I cannot produce it for another reason. (Give the reason below)	W/BT 23 F 24
	ANA
4. Fee	AM 25
• I enclose the fee of £25	RW 26
 I do not enclose the fee because: I am the new keeper and I have enclosed the new keeper's details section (V5C/2); or 	
- an insurance company destroyed the V5C because they considered it to be category C	DOP 27
salvage (see section D over the page).	op
5. Declaration	SP 29
I have checked the information on this application and as far as I know it is correct.	PWR 30
If I find the V5C or the previous keeper gives it to me, I will send it to DVLA, Swansea. Mileage: (By law you do not have to	1 00
(to the last complete mile) (by law you do not have to provide the present mileage.)	ID N A
Signature: Date: Provious postered	DUP V5
Previous postcode	V62-0313