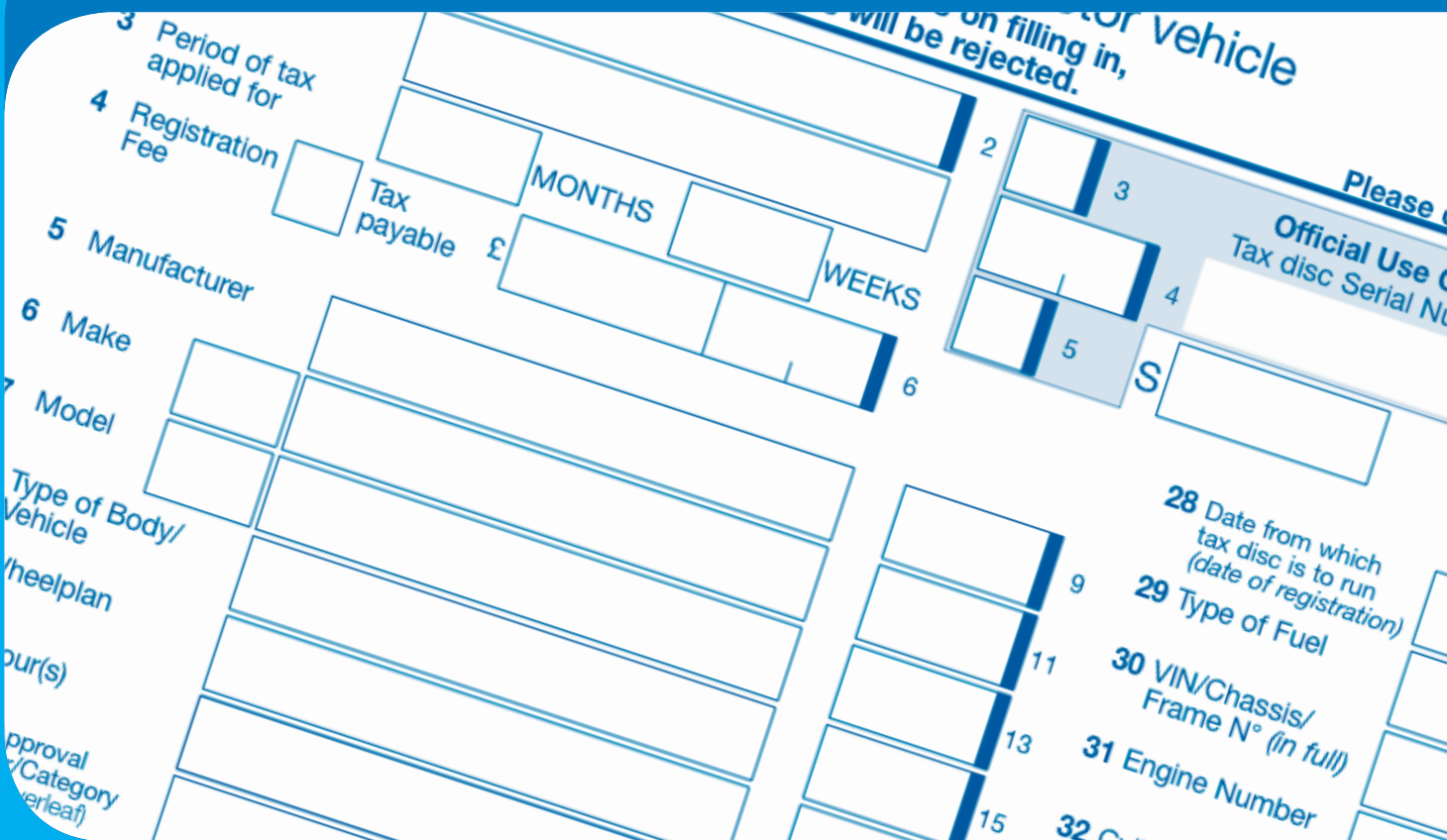


Registering a brand new invalid carriage (mobility scooter)

For more information go to www.direct.gov.uk/invalidcarriages



3 Period of tax applied for

4 Registration Fee

5 Manufacturer

6 Make

7 Model

Type of Body/
Vehicle

Wheelplan

our(s)

Approval
Category
(overleaf)

2

3

4

5

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28 Date from which tax disc is to run (date of registration)

29 Type of Fuel

30 VIN/Chassis/Frame N° (in full)

31 Engine Number

32

Official Use Tax disc Serial N°

Do I need to register my Invalid Carriage?

If the vehicle has been previously registered with DVLA please notify us of any changes using the Registration Certificate (V5C) (or an 'Application for a vehicle registration certificate' (V62) if you have not been given a V5C).

Manual Wheelchairs (not propelled by electric, petrol or diesel)

No – You do not need to register or tax as this type of vehicle is for footpath use only.

Powered wheelchairs and scooters

Speed	Unladen Weight*	Do I Need to Register/Tax?
4mph or less	113.4kg or less	No – You do not need to register or tax this type of vehicle.
5 to 8mph	113.4kg or less**	Yes – You need to register and display a nil duty disabled tax disc.
5 to 8mph	Over 113.4KG	Yes – You need to register and display a nil duty disabled tax disc.

* The unladen weight of any vehicle is the vehicles own weight when not carrying any goods or burden. This weight will include vehicle batteries.

** For vehicles with a speed of between 5 to 8 mph **and** weighing 113.4kgs or less please see the check list below for the evidence of speed required.

How to fill in your application

Please follow the instructions on how to fill in the 'Application for a first tax disc and registration of a new motor vehicle' (V55/4) – example over the page.

Send or take your filled in application to your nearest DVLA local office. (Do not send your filled in application to DVLA Swansea)

Local office addresses can be found:

- on the website www.direct.gov.uk/dvlocal
- by phoning 0300 123 1277 (you will be asked for your postcode.)

Check list for your application

Application Form V55/4

(see example over the page for how to fill in)

Documented evidence to show that the vehicle is new

This must be a certificate or written declaration from the manufacturer confirming newness. The evidence must include the frame/identity number of the vehicle.

Evidence of speed from manufacturer –

For vehicles with a speed of 5 to 8mph **and** weighing 113.4kgs or less please see checklist below for the evidence of speed required.

- Confirmation from the manufacturer that the vehicle can travel over 4mph (i.e. a letter/printed email confirming the details).
- An extract (original or photocopy) of the vehicle manual, detailing the speed of the vehicle.
- A printed extract from the vehicle manufacturers website, detailing the speed of the vehicle.

Documentation to show the unladen weight of the vehicle.

Proof of ID

You must also provide, either your photocard driving licence or one original document which confirms your name and one original document which confirms your address.

Documentation confirming your name:

- current DVLA paper driving licence
- United Kingdom or European Union or foreign passport
- marriage certificate
- decree nisi or absolute, or
- birth certificate.

Documentation confirming your address:

- utility bill valid within the last three months e.g. gas, electricity, water, landline telephone
- bank or building society statement valid within the last three months
- medical card, or
- council tax bill for current year.

The documentation listed above should be provided where possible. If you are unable to provide this information please submit the following instead.

- A verbal declaration (or written in the case of postal applications) for the registered keeper.
- Evidence of the registered keeper's address (see list above). The evidence of address does not necessarily need to be in the name of the registered keeper but there must be some link to the registered keeper (for example; it must be in the name of a spouse/relative or carer who is content for evidence of their address to be used to support the individual's application).

For applications from business and companies (including fleet operators) see our leaflet 'Guide to filling in the V55/4' (V355/4) for further guidance.

Please Note

- **No** registration fee is required.
- Insurance is not a legal requirement for an invalid carriage, however, **we strongly advise** that you get insurance. Suitable schemes are available to cover your personal safety, other people's safety and the value of the vehicle.
- Invalid carriages **do not** need to display number plates.
- A disabled exemption certificate **is not** required to tax the vehicle.
- Users of invalid carriages are **exempt from driver licence requirements**.
- **The tax disc will be renewed every year.**

What happens next

- **DVLA local office** will issue a nil duty (free) tax disc. This **must** be displayed on the vehicle.
- **DVLA Swansea** will issue a Registration Certificate (V5C) within 4 weeks which will explain how to tell us if you sell the vehicle or change your address.

Further information about the use of invalid carriages can be found on the following website www.direct.gov.uk/invalidcarriages

Sections to be filled in – brand new invalid carriage

You only need to fill in the sections of the application form as highlighted below

<p>Section 2 – Enter 'Disabled'</p>		<p>Section 28 – Enter today's date</p>
<p>Section 3 – Enter '12'</p>		<p>Section 29 – Enter fuel type, e.g. electric, petrol or diesel</p>
<p>Section 6 – Enter Make if known, or 'Invalid Carriage' if unknown</p>		<p>Section 30 – You may be able to get this information from the supplier/manufacturer handbook</p>
<p>Section 8 – Enter 'Invalid Vehicle'</p>		<p>Section 31 – You may be able to get this information from the supplier/manufacturer handbook, if not available enter 'NOT KNOWN'</p>
<p>Section 9 – Enter 'Non-standard'</p>		<p>Section 32 – You do not need to provide this if the fuel type is electric</p>
<p>Section 10 – Basic colours only e.g. red, blue</p>		<p>Section 44 – Enter the current year e.g. 2011</p>
<p>Section 11 – Enter 'Exempt'</p>		
<p>Section 17 – You must give the unladen weight.* You should be able to get the weight from the supplier/manufacturer handbook</p>		
<p>Section 18 – Enter number of seats, e.g. '1'</p>		
<p>Section 2 – Enter 'Disabled'</p>		

* documentation showing the unladen weight of the vehicle must be provided with your application.

Section 46 –
Enter full name
& address

46 Name and Address of Vehicle Keeper (the address on your Registration Certificate will be the Post Office's preferred format and may not be identical to the address on the application form).

Please tick box indicating Mr, Mrs, Miss or state other title in section below

Mr	1	Mrs	2	Miss	3
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* Unincorporated Bodies if registration is in business or association name, please also give full name of person responsible for vehicle.

Title or Business/Company Name*

First names (in full)

Surname

DVA Fleet No

Address

Post Town

Postcode

The Registration Certificate could be delayed if you do not fill in the postcode.

Section 48 –
Enter invalid
carriage

47 Date of Birth

48 Is the vehicle exempt from Type Approval? If so, please indicate the full reason for exemption.

Answer questions where appropriate, if the vehicle is a goods vehicle exceeding 3,500kg revenue weight.

49 If the vehicle is a rigid goods vehicle exceeding 12,000kg, will it be used to draw laden trailers exceeding 4,000kg gross weight?
Answer Yes or No

If the answer is Yes, give the highest plated weight of any trailer drawn _____ kg (not applicable in Northern Ireland)

50 If the vehicle is an articulated goods vehicle exceeding 12,000kg gross weight, indicate below whether the vehicle will be used to draw laden semi-trailers which have:-
 One axle
 Two axles
 Three or more axles

51 Is the vehicle a goods vehicle exempt from the provisions of section 53(1) of the Road Traffic Act 1988 (in Northern Ireland, Article 69(1) of the Road Traffic (Northern Ireland) Order 1995), or is it a vehicle to which the Goods Vehicles (Plating and Testing) Regulations 1988 (in Northern Ireland, the Goods Vehicles (Testing) Regulations (Northern Ireland) 1995) do not apply?
Answer Yes or No

Declaration To be filled-in in all cases.
Making a false declaration is a criminal offence for which you could be fined and/or imprisoned.

I declare that I have checked the information given in this form and that to the best of my knowledge it is correct.

I enclose valid documentation confirming the vehicle keeper's name and address details or a filled-in Notification of Name and Address Check (V950);
 the duty payable (where appropriate);
 filled-in Declaration of entitlement to license at the basic goods rate of vehicle excise duty (Small Islands Goods Vehicles) (V900) (where appropriate);
 a valid certificate of insurance (not the policy or schedule) or security in respect of liabilities to third parties which provides insurance cover for the named keeper of the vehicle;
 suitable evidence of revenue/unladen weight (where appropriate);
 a form DLA404, WPA442 or MHS330 (Disabled tax class only);
 Reduced Pollution Certificate (where appropriate);
 Certificate of Initial Fitness or its equivalent (PSV401, 408, 500, 506) where appropriate (in Northern Ireland PSV Certificate) or Pre Registration Inspection (PRI) Certificate;
 filled-in Declaration of Off Road Vehicle (INR25D) (where appropriate);
 European Community Whole Vehicle Type Approval (ECWVTA) Certificate of Conformity; Individual Approval Certificate (IAC); Single Vehicle Approval (SVA) Certificate, Motorcycle Single Vehicle Approval (MSVA) Certificate or Mutual Approval Certificate (where appropriate);
 Appropriate Customs form;
 Certificate of Newness/Declaration of Newness (where appropriate);
 Evidence from manufacturer as to the newness of components (i.e. Kit car/receipts) if appropriate.

- Official Use Only**
- IDC: LO/V950*
 - Duty
 - Insurance
 - Revenue/Unladen*
 - DLA404/WPA442/ MHS330*
 - Reduced Pollution
 - Initial Fitness/PPi
 - Type Approval
 - Customs
 - C of N/D of N
 - Receipts
- * Delete as appropriate

**Enter signature
and date**

Signature _____ Date _____

In the case of a partnership, limited company or other legal entity, state capacity in which signed _____

In the case of signature by a duly authorised agent, state full name and address _____

Note: The person filling in this form declares that the vehicle is new at first registration.

Warning When a vehicle is taxed in a particular tax class there are limitations on the use to which it can be put without breaking the law. Booklet V355/1 "Notes about Taxation Classes", obtainable from DVLA local offices, sets out these limitations. DVLA are empowered to disclose information to the Police, Local Authorities or other third parties who can show reasonable cause.

LO Stamp

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