

| OFFICE USE ONLY     |     |             |                 |          |
|---------------------|-----|-------------|-----------------|----------|
| FEES:               |     | RECEIPT NO. | DATE OF PAYMENT | INITIALS |
| Change of Owner Fee | £41 |             |                 |          |

## Change of Owner Authorisation

**To be completed by CURRENT OWNER.**

|   |  |      |  |
|---|--|------|--|
| Plate No  |  |      |  |
| Name  |  |      |  |
| Address   |  |      |  |
| I confirm that I have Sold/transferred ownership of my vehicle:   |  |      |  |
| Registration  |  |      |  |
| Make  |  |      |  |
| Model   |  |      |  |
| I confirm that I am no longer the registered keeper/owner of the above mentioned vehicle as of              |  |      |  |
| DATE  |  |      |  |
| I confirm that I am transferring all responsibility regarding this vehicle to the new owner detailed below. |  |      |  |
| Signed  |  | Date |  |

**To be completed by NEW owner**

|   |  |      |  |
|---|--|------|--|
| Name  |  |      |  |
| Address   |  |      |  |
| I Confirm that from this date forward I take ownership/responsibility for the vehicle detailed above.   |  |      |  |
| With this application I enclose:  |  |      |  |
| <input type="checkbox"/> Completed Vehicle Licence Application Form<br><input type="checkbox"/> Change of Owner Fee<br><input type="checkbox"/> Copy of the log book, or new keeper supplement<br><input type="checkbox"/> Relevant insurance for this vehicle<br><input type="checkbox"/> Proof that I have taxed this vehicle<br><input type="checkbox"/> MOT certificate.<br><input type="checkbox"/> WAV Certificate of the owner/driver if a WAV vehicle |  |      |  |
| I confirm that I am transferring all responsibility regarding this vehicle to the new owner detailed below.   |  |      |  |
| Signed  |  | Date |  |