

**DECLARATION FOR REGISTRATION OF A USED VEHICLE
(Other than a motor cycle)**

Document Number (Where applicable)

Before completing this form please read the notes overleaf.

A. VEHICLE PARTICULARS											
1. Make											
2. Model and Version							(a) Auto/Man		(b)		
3. Colour(s)							CODE				
4. Body Type							CODE				
5. Fuel Type							CODE				
6. CO2 Emissions (g/km)											
6(A) Engine Capacity (CC)											
7. Chassis No.											
8. Engine No.											
9. Number of Seats			Doors			Windows			10. Mileage		Please tick ✓
											KM
											M
11. Country of Origin							CODE			13. Options/Extras (Please tick)	
12. Country whence Consigned							CODE			YES	NO
14. Previous Registrations											
Latest Registration Number			Country of Latest Registration			Date and Country of First Registration		Month & Year of Manufacture			
15. Statistical Code											
16. Registration Number and Date <i>(as issued by the Revenue Commissioners)</i>											
							Day	Month	Year		
							Receipt No. (Where applicable)				
17. Exemption Code			18. S.A.D. No. & Month/Year								
B. OWNER PARTICULARS BLOCK CAPITALS ONLY											
20. Surname/ Company Name											
Title: Mr, Ms etc.											
First Name(s)											
Address											
Town/City											
County							T.A.N. (Where applicable)				
Phone No.											
PPS/VAT No.											
21. Enter Index Mark of County/Borough											
Form VRT4 (Rev 6)											

C. OPTIONS/EXTRAS		
22. Options/Extras Fitted		
D. ACCOUNTING DETAILS		
DISTRIBUTOR DETAILS		
23. Name of Distributor	T.A.N. No.	
	Invoice Ref.	
DEALER DETAILS		
24. Name of Dealer	Tel No.	
	Fax No.	
a. T.A.N. No.	b. Sales Invoice Ref.	
c. Selling Price of Vehicle (See Note 24 overleaf)		
€		
Type of Transaction (Please Tick) Cash <input type="checkbox"/> Trade-in <input type="checkbox"/>		
PAYER DETAILS		
25. Name & Address	PPS/VAT No.	
	T.A.N.	
E. DECLARANT		
26. I _____ (BLOCK CAPITAL) declare that the particulars herein are true and accurate.		
Signature: _____ Date: _____		
F. OFFICIAL USE ONLY		
Value as assessed by Revenue Official		
27. Basic Price €		
28. Options/Extras €		
29. Total OMSP €		
30. Registration Tax Category	31. Rate of Tax	33. Method of Payment Code
32. Registration Tax Payable		
€		
34. OFFICER'S SIGNATURE AND STAMP		
		SIGNATURE

NOTES

These notes are intended to be an aid to completing the form. In cases of difficulty consult with any official in your local Vehicle Registration Office (VRO). The number below refer to the corresponding box numbers on the form. In certain boxes codes are required - comprehensive lists of all codes are available from any VRO.

SECTION A - VEHICLE PARTICULARS

1. Only the manufacturer's marque is to be inserted here.
2. Indicate whether transmission is manual or automatic by inserting "M" or "A" in sub-box (a). Indicate whether right-hand or left-hand drive by inserting "RHD" or "LHD" in sub-box (b).
3. Either one colour or the appropriate combination should be entered + **CODE**
4. As appropriate (e.g. saloon, station wagon, horse box, van, omnibus, minibus, open lorry, etc.) + **CODE**
5. As appropriate (e.g. petrol only, LP gas only, petrol/LP gas, diesel, electricity, steam, etc.) + **CODE**.
- 6-6(A). Enter CO2 emissions and cubic centimetres.
9. A window is defined as including a sheet of glass or other material capable of admitting light whether or not encased in a frame or channel and whether or not forming a door or part of a door, but does not include a windscreen or sun-roof.
10. Complete and place tick in appropriate box.
- 11-12. Complete as appropriate, including **CODES**.
13. Place tick in appropriate box.
14. The box "Month and Year of Manufacture" need only be completed in the vehicle was not previously registered.
15. This code will be available from any VRO.
16. Authorised Dealers who use the distance registration facility **must insert** the registration number issued by the Revenue Commissioners here.
17. Where you are entitled to an exemption from VRT please insert the appropriate **CODE** which may be obtained from any VRO.
18. Where a Single Administrative Document number is applicable (i.e. where the vehicle has been entered to Customs) it should be entered here.

SECTION B - OWNER PARTICULARS

20. State clearly, using BLOCK LETTERS, the name and address of the person in whose name the vehicle is to be registered. In the case of a legal entity (e.g. a limited company) the full and correct legal title should be declared e.g. "A.B. Motors" should read "A.B. Motors Ltd." or A.B. Motors PLC". If the owner has a VAT number or a Trader Account Number it should be entered in the appropriate box.
21. A list of these index marks is available from any VRO.

SECTION C - OPTIONS/EXTRAS

22. List any options/extras fitted.

SECTION D - ACCOUNTING DETAILS

- 23-25. Complete as appropriate. Where the payer is the same as the individual/company in Section B it is sufficient to note this in box 25. Where boxes 23 and 24 (a & b) do not apply simply note "not applicable" in the boxes.
- 24©). This box need only be completed where the vehicle has been sold in the State prior to registration. Selling Price means the **actual** selling price including the allowance for a trade-in where applicable.

SECTION E - PAYER'S DECLARATION

26. This box should be signed and dated by the person named or referred to in box 23 or, in the case of a company, by an authorised person.

SECTION F - FOR OFFICIAL USE

32. Payment may be made by bank draft or money order made payable to "Revenue Commissioners", laser debit card (subject to a €1,500 limit). Cash will not be accepted.

Payment by	
CASH	A
DEFERRED	E
FACT	D
OPD	J
EXEMPT	X
ORDINARY CHEQUE	U

Any changes prior to first licensing of a vehicle should be notified to the Central Vehicle Office, Freepost, Rosslare Harbour, Co. Wexford, without delay, as the owner will be held liable for any "on-the-spot" fines for parking offences until the Revenue Commissioners are notified and their "register" amended.