

Please read these notes before you complete this form.

A When to use this form

Only use this form for vehicles with a revenue weight of over 3500kg that you wish to license as HGV, Reduced Pollution HGV, Trailer HGV, Reduced Pollution Trailer HGV, Private HGV, Special Trailer, Special Types, Reduced Pollution Special Types, Small Island Vehicle, Recovery Vehicle, Combined Transport or Reduced Pollution Combined Transport.

B Lorry Taxation

Goods Vehicles taxation is based on a system of 7 bands (A-G) which provides hauliers with flexibility to operate lorries at different weights and axle structures, whilst remaining licensed in the same band.

Rigid Vehicles – the tax band is based on the vehicle's revenue weight, and the number of axles.

Revenue Weight – means either "confirmed maximum weight" determined by the Goods Vehicles (Plating and Testing) Regulations 1988 (ie. vehicles subject to plating and testing) or "design weight" for vehicles not subject to plating and testing.

Design Weight – means the maximum weight a vehicle can lawfully operate laden in the UK and as laid down in the Road Vehicles (Construction and Use) Regulations 1986, and the Motor Vehicles (Construction and Use) Regulations (NI) 1989.

Trailer Supplement – A duty supplement is payable on any vehicle over 12000kg revenue weight which at any time draws a laden plateable trailer over 4000kg revenue weight. This supplement also applies to trailers over 4000kg revenue weight normally based outside Great Britain.

Articulated Vehicles – the tax band is based on the combined weight of the tractive unit and semi-trailer (revenue train weight) and the number of axles.

Revenue Train Weight – means either "the confirmed maximum train weight" of an articulated goods vehicle determined by the Goods Vehicles (Plating and Testing) Regulations 1988 (ie. vehicles subject to plating and testing) or "design train weight" for vehicles not subject to plating and testing.

Design Train Weight – means the maximum weight an articulated vehicle can lawfully operate laden in the UK and as laid down in the Road Vehicles (Construction and Use) Regulations 1986, and the Motor Vehicles (Construction and Use) Regulations (NI) 1989.

C Applying for a Vehicle Licence Disc

Please use this list to check that you have all the necessary documents.

• Registration Document V5 or V5/2

The law requires the keeper to hand over the V5 or V5/2 when selling a vehicle. If you have just acquired the vehicle and neither of these documents is available you will not be able to license the vehicle without first obtaining a V5 using form V62 (You can obtain a V62 from the Post Office, Local Office or via the Internet). Alternatively you may apply for a duplicate V5 if you are the current registered keeper over the telephone by contacting Customer Enquiries (Vehicles) on 0870 240 0010. Upon receipt of the V5, the application should be taken to a DVLA Local Office. If you have changed your name and/or address, you will need to provide proof of the changes. Acceptable documents are listed on form V62. If you are the current registered keeper you may be able to license your vehicle at any DVLA Local Office. You should complete form V62 as well as form V85.

Only produce a V5/2 if:

- you are licensing the vehicle within 2 months of acquiring it and have not received a registration document in your name; and
 - there are no changes to the licensing details shown on the V5/2. If there are changes to the licensing details you need to produce the V5/2 with a completed form V62 as well as form V85.
- **Valid insurance certificate or cover note**, not a renewal invitation or a photocopy, or facsimile nor the policy receipt or schedule
 - **Valid Goods Vehicle Test Certificate**, if required (see section D)
 - **Plating Certificate**, if required (see section E)
 - **Design Weight Certificate**, if required
 - **Valid Reduced Pollution Certificate**, if required – Under the Vehicle Excise Duty (Reduced Pollution) Regulations 1998 it is a legal requirement that the vehicle must throughout the duration of the licence continue to satisfy reduced pollution standards. For further information please see leaflet INF64 "Environmental Vehicle Excise Duty for Lorries and Buses" which is available from any DVLA Local Office (see section G) or by contacting Customer Enquiries (Vehicles) (see section H).
 - **Duty payable** – The leaflet V149 (Rates of Duty) will show you how much you need to pay for your licence. You can get a copy from any post office that issues licences or from a DVLA Local Office.

D Production of a Goods Vehicle Test Certificate

Test certificates must be valid on the date that the licence comes into force. A goods vehicle is exempt from testing if:

- under regulation 44(1)(e) of the Goods Vehicles (Plating and Testing) Regulations 1988, it is used on the public road by an order made under section 44 of the Road Traffic Act 1988.
- it is used on certain offshore islands exempted by regulation 44(2) of the Goods Vehicles (Plating and Testing) Regulations 1988.
- it is a vehicle of a class listed in schedule 2 of the Goods Vehicles (Plating and Testing) Regulations 1988 (exempted from the requirement of testing).
- it is a vehicle outside the scope of the regulations, eg. being a heavy/light locomotive or motor tractor within the meaning of the Road Traffic Act 1988, but has an allocated revenue weight.

If your vehicle complies with one of the listed categories, you may declare your exemption in the appropriate box overleaf.

If you have any queries about the testing position contact The Vehicle Inspectorate, Welcombe House, Swansea SA1 2DH. Tel 0870 606 0440. **Please do not phone this number if you require advice on completing this form, but phone any DVLA Local Office (see section G) or Customer Enquiries (Vehicles) (see section H)**

E Production of a Plating Certificate

For Plateable vehicles – a plating certificate should be presented with this application if:

- the vehicle is being licensed for the first time on a revenue/train weight basis
- the registration document showing the vehicle's revenue weight cannot be produced
- the vehicle has been re-plated since last licensing (The Vehicle Inspectorate notify DVLA of changes to plated details)

F How to pay

Payment can be made by:

- cheque (drawn in sterling on a Bank or Building Society in the UK) or postal order, made payable to "DVLA Swansea", or Driver and Vehicle Licensing Agency. If a cheque for a licence is dishonoured, the licence will be void from the date of issue and the vehicle will be unlicensed.
- sterling travellers cheques
- cash and/or vehicle licence stamps. If you must post cash and/or vehicle licence stamps, please use special delivery.

G Where to get your licence disc

Your application must be made to a DVLA Local Office. DVLA Local Offices are open between 9.30am and 4.00pm on Monday to Thursday and between 9.30am and 3.30pm on Friday. The address of your nearest office can be found in booklet V100 (see Section H below). The telephone number can be found in The Phone Book under "Driving and Vehicles (Vehicle Registration and Licensing)".

H Further information

Booklet V355/1 "Notes About Taxation Classes" (available from DVLA Local Offices). Booklet V100 "Registering and Licensing your Vehicle" (available from all post offices and DVLA Local Offices). **Internet website:** <http://www.dvla.gov.uk>. **Customer Enquiries (Vehicles), DVLA, Swansea, SA99 1BL (tel: 0870 240 0010) between 8.00am – 8.30pm Monday – Friday, 8.00am – 5.30pm Saturday. (fax 01792 782793).** Customers with impaired hearing who have a **textphone/minicom** should phone **01792 782756** for vehicle enquiries. The minicom number will not respond to ordinary telephones. **e-mail address:** vehicles.dvla@gtnet.gov.uk

If you are not satisfied with the service you have received, please see leaflet INS121, or you can request a copy of the "DVLA Customer Service Guide" INS101. These are available from DVLA Local Offices and from **Customer Enquiries (Vehicles), as above.**

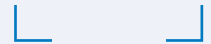
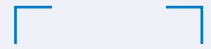


Please read the notes overleaf before you complete this form

Please do not write in the shaded area.

Please write in **BLACK INK** using **CAPITAL LETTERS**.

Official Use Only (Online V85)
11/02



Complete field 9 in ALL cases
Complete field 7 if the licence is
HGV, Trailer HGV and RP equivalents

VC 3

Prefix 4

Amount Paid 5

Period 6

Wheel plan 7

Trailer Weight 8

TC 9

Tax Band _____

Expiry Month _____

Serial Number _____

SR

V62

V5/2 noted

V5 Changes

1 Your Details

Full Name of Vehicle Keeper

Mr/Mrs/Miss/Ms _____

Company Name *if applicable* _____

Address *including postcode* _____

2 Vehicle Details

Registration number of vehicle 2

Make of vehicle _____

Taxation class of licence required: Please box which applies

HGV*	<input type="checkbox"/>	Trailer HGV*	<input type="checkbox"/>	Recovery Vehicle	<input type="checkbox"/>
Special Trailer	<input type="checkbox"/>	Private HGV	<input type="checkbox"/>	Special Types*	<input type="checkbox"/>
Small Island Vehicle	<input type="checkbox"/>	Combined Transport *	<input type="checkbox"/>		

* Please box if also a Reduced Pollution Vehicle

For Rigid Vehicles

State revenue weight _____ kg, number of axles _____ and tax band _____

If over 12000kg and used to draw laden trailer(s) over 4000kg revenue weight
state highest revenue weight of any trailer drawn _____ kg

For Articulated Vehicles

State revenue train weight _____ kg, number of axles on tractive unit _____ and tax band _____

Indicate whether the vehicle will be used to draw laden semi trailers which have:

One axle Two axles Three or more axles

3 Licence details

State whether the licence is to run for 6 or 12 months _____

A 10% surcharge is included in the cost of a 6 month licence

Amount of duty enclosed _____

Date of expiry or surrender of last licence* _____

If you do not know this because you received the vehicle without a licence give the actual date you received it

Date from which the new licence is to start*

This must be the first day of the month in which you want the licence to start.

First day of _____

Has the vehicle been kept (e.g. parked) or used on a public road at any time between the dates marked* above, other than for a pre-arranged compulsory vehicle test?

Answer YES or NO

Keeping or using an unlicensed vehicle on a public road is an offence which could result in a maximum penalty of £1,000 or five times the annual rate of duty, whichever is the greater

4 Declaration *(Making a false declaration is a criminal offence for which you could be fined and imprisoned)*

I declare that this is a GOODS VEHICLE exempt from the provisions of section 53(1) & 53(2) of the Road Traffic Act 1988 or the vehicle is not a vehicle to which the regulations apply (see Section D overleaf "Production of a Goods Vehicle Test Certificate").

Tick this box only if exemption applies

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

Signature _____ Date _____

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