
STATUTORY INSTRUMENTS

2002 No. 2742

**The Road Vehicles (Registration
and Licensing) Regulations 2002**

PART IV

NOTIFICATION AND CHANGES

Notification of an alteration to a vehicle

16.—(1) Where any alteration is made to a vehicle so as to make any of the particulars set out in the registration document incorrect, the registered keeper shall deliver to the Secretary of State—

- (a) notification of the alteration;
- (b) except where the registration document [^{F1}has been, or may have been,] lost, stolen or destroyed, the registration document.

[^{F2}(1A) Where the registration document has been, or may have been, lost, stolen or destroyed, notification under paragraph (1) shall be accompanied by an application for the issue of a new registration document and [^{F3}, except where the registration document fee exemption applies, by] a fee of £19.]

(2) If the alteration makes any of the particulars shown on the vehicle licence or nil licence incorrect, the registered keeper shall also deliver to the Secretary of State the appropriate licence, unless it is lost, stolen or destroyed.

(3) The Secretary of State may require the registered keeper to furnish such evidence as he may reasonably require to show that the alteration has taken place.

(4) On receiving notification under this regulation the Secretary of State shall, subject to regulation 15, if he is satisfied that the vehicle has been altered in the way notified to him,—

- (a) record the alteration in the register;
- (b) send to the registered keeper a new registration document showing the correct particulars; and
- (c) in a case falling within paragraph (2), [^{F4}issue] to the registered keeper a new vehicle [^{F5}licence] or nil licence showing the correct particulars.

Textual Amendments

- F1** Words in reg. 16(1)(b) substituted (1.3.2004) by [The Road Vehicles \(Registration and Licensing\) \(Amendment\) Regulations 2004 \(S.I. 2004/238\)](#), regs. 1, **5(a)**
- F2** Reg. 16(1A) added (1.3.2004) by [The Road Vehicles \(Registration and Licensing\) \(Amendment\) Regulations 2004 \(S.I. 2004/238\)](#), regs. 1, **5(b)**
- F3** Words in reg. 16(1A) inserted (16.8.2004) by [The Road Vehicles \(Registration and Licensing\) \(Amendment No. 2\) Regulations 2004 \(S.I. 2004/1773\)](#), regs. 1, **6**

Status: Point in time view as at 01/07/2005.

Changes to legislation: There are currently no known outstanding effects for the The Road Vehicles (Registration and Licensing) Regulations 2002, PART IV. (See end of Document for details)

- F4** Word in reg. 16(4)(c) substituted (1.3.2004) by [The Road Vehicles \(Registration and Licensing\) \(Amendment\) Regulations 2004 \(S.I. 2004/238\)](#), regs. 1, **5(c)(i)**
- F5** Word in reg. 16(4)(c) added (1.3.2004) by [The Road Vehicles \(Registration and Licensing\) \(Amendment\) Regulations 2004 \(S.I. 2004/238\)](#), regs. 1, **5(c)(ii)**

Notification of destruction or permanent export of a vehicle

17. Where a vehicle is ^{F6}... sent permanently out of—

- (a) Great Britain; or
- (b) Northern Ireland,

the registered keeper shall immediately notify the Secretary of State of the fact ^{F7}... .

Textual Amendments

- F6** Words in reg. 17 revoked (3.11.2003 for E.W.S., 31.12.2003 for N.I.) by [The End-of-Life Vehicles Regulations 2003 \(S.I. 2003/2635\)](#), regs. 1(2)(a)(c)(ii), **34(a)** (with reg. 3)
- F7** Words in reg. 17 omitted (15.1.2005) by virtue of [The Road Vehicles \(Registration and Licensing\) \(Amendment\) \(No. 5\) Regulations 2004 \(S.I. 2004/3298\)](#), regs. 1, **4**

[^{F8}Vehicles to which the End-of-Life Vehicles Directive applies

17A.—(1) This regulation applies to a vehicle to which Directive 2000/53 of the European Parliament and of the Council on end-of-life vehicles applies and which is—

- (a) registered in the GB or NI records; or
- (b) designed or adapted for use on a road and would be registered but for the fact that it falls within the exemption in regulation 29(2).

(2) Where a vehicle to which this regulation applies is transferred to an authorised treatment facility—

- (a) if that facility is in the United Kingdom, the owner or operator thereof shall notify the Secretary of State of the issue of a certificate of destruction pursuant to regulation 27 of the End-of-Life Vehicles Regulations and at the same time shall surrender the registration document to him, except where the registration document has been lost, stolen or destroyed; and
- (b) if that facility is in an EEA State other than the United Kingdom, the registered keeper of the vehicle shall notify the Secretary of State of the issue in that other EEA State of a certificate of destruction and at the same time the registered keeper shall surrender the registration document to him except where the registration document has been lost, stolen or destroyed.

(3) Where the Secretary of State has been notified of the issue of a certificate of destruction he shall not as respects the vehicle to which it relates—

- (a) record in the GB records or, in the case of a vehicle registered in Northern Ireland, in the NI records any further change of keeper;
- (b) accept the required declaration in paragraph 1(1) of Schedule 4.

(4) In this regulation “authorised treatment facility”, “certificate of destruction” and “EEA State” have the meanings that those expressions have in the End-of-Life Vehicles Regulations 2003.]

Textual Amendments

- F8** Reg. 17A inserted (3.11.2003 for E.W.S., 31.12.2003 for N.I.) by [The End-of-Life Vehicles Regulations 2003 \(S.I. 2003/2635\)](#), regs. 1(2)(a)(c)(ii), **34(b)** (with reg. 3)

Notification of a change of the keeper's name or address

18.—(1) If the registered keeper of a vehicle changes his name or his address, he shall forthwith notify the new name or address to the Secretary of State and, except where the registration document has been^[F9], or may have been, lost, stolen or destroyed, shall deliver the registration document to him.

^[F10](1A) Where the registration document has been, or may have been, lost, stolen or destroyed, notification under paragraph (1) shall be accompanied by an application for the issue of a new registration document and^[F11], except where the registration document fee exemption applies, by a fee of £19.]

(2) On receiving notification in accordance with ^[F12]this regulation] the Secretary of State shall, subject to regulation 15,—

- (a) record the alteration in the register, and
- ^[F13](b) send to the registered keeper a new registration document showing the new name or address.]

Textual Amendments

- F9** Words in reg. 18(1) added (1.3.2004) by [The Road Vehicles \(Registration and Licensing\) \(Amendment\) Regulations 2004 \(S.I. 2004/238\)](#), regs. 1, **6(a)**
- F10** Reg. 18(1A) added (1.3.2004) by [The Road Vehicles \(Registration and Licensing\) \(Amendment\) Regulations 2004 \(S.I. 2004/238\)](#), regs. 1, **6(b)**
- F11** Words in reg. 18(1A) inserted (16.8.2004) by [The Road Vehicles \(Registration and Licensing\) \(Amendment No. 2\) Regulations 2004 \(S.I. 2004/1773\)](#), regs. 1, **7**
- F12** Words in reg. 18(2) substituted (1.3.2004) by [The Road Vehicles \(Registration and Licensing\) \(Amendment\) Regulations 2004 \(S.I. 2004/238\)](#), regs. 1, **6(c)**
- F13** Reg. 18(2)(b) substituted (31.1.2004) by [The Road Vehicles \(Registration and Licensing\) \(Amendment\) \(No. 4\) Regulations 2003 \(S.I. 2003/3073\)](#), regs. 1(1)(c), **5(1)**

Notification of a change of the name or address of the holder of a trade licence

19.—(1) If the holder of a trade licence changes the name of his business or his business address, he shall notify the Secretary of State of this fact and of the new name or address forthwith and shall at the same time deliver up the licence to the Secretary of State.

- (2) On receiving notification in accordance with paragraph (1) the Secretary of State shall—
- (a) record the alteration in the register of trade licences; and
 - (b) send to the holder a new trade licence showing the correct particulars.

Change of keeper: general provisions

20.—(1) Regulations 21 to 25 have effect subject to the provisions of this regulation.

(2) On a change in the keeper of a vehicle, any current vehicle licence for the vehicle may be delivered to the new keeper.

Status: Point in time view as at 01/07/2005.

Changes to legislation: There are currently no known outstanding effects for the The Road Vehicles (Registration and Licensing) Regulations 2002, PART IV. (See end of Document for details)

(3) So far as they provide for the issue of a new registration document, regulations 21 to 25 have effect subject to the provisions of regulation 15.

(4) Paragraph (5) shall apply and regulations 21 to 25 shall not apply where—

- (a) a vehicle has sustained damage to its bodywork such that the cost of commercial repair would exceed the value of the vehicle when repaired; and
- (b) either the keeper of the vehicle does not have the benefit of a policy of insurance or cover note which covers the damage or the keeper is an insurer.

(5) On a change of keeper to which this paragraph applies the keeper shall forthwith surrender the registration document to the Secretary of State or, if an insurer, destroy it.

(6) In regulations 21 to 25 “vehicle trader” means any person who—

- (a) is the holder of a trade licence;
- (b) carries on business as a dealer in motor vehicles;
- (c) carries on business as an auctioneer of motor vehicles;
- (d) carries on business as a dismantler of motor vehicles; or
- (e) in relation to a particular vehicle, is—
 - (i) a finance company which has acquired that vehicle under an order for repossession; or
 - (ii) an insurer which has acquired that vehicle in satisfaction of a total loss claim.

Change of keeper: registration document issued in Great Britain before 24th March 1997

^{F14}21.

Textual Amendments

F14 Reg. 21 revoked (1.7.2005) by [The Road Vehicles \(Registration and Licensing\) \(Amendment\) \(No. 4\) Regulations 2003 \(S.I. 2003/3073\)](#), regs. 1(1)(e), **8(a)**

Change of keeper: registration document issued in Great Britain on or after 24th March 1997 and the new keeper not a vehicle trader

22.—(1) This regulation applies where—

- (a) there is a change in the keeper of a vehicle;
- (b) a vehicle registration document has been issued in respect of the vehicle ^{F15}...; and
- (c) the new keeper is not a vehicle trader.

(2) The registered keeper of the vehicle—

- (a) if the registration document issued in respect of the vehicle is in his possession, shall deliver to the new keeper that part of the document marked as the part which is to be given to the new keeper; and
- (b) shall forthwith deliver [^{F16}to the Secretary of State on the remainder of the registration document, or otherwise in writing, the following information]—
 - (i) the name and address of the new keeper;
 - (ii) the date on which the vehicle was sold or transferred to the new keeper;

- (iii) a declaration signed by the registered keeper that the details given in accordance with paragraph (i) are correct to the best of his knowledge and that the details given in accordance with paragraph (ii) are correct; and
- (iv) a declaration signed by the new keeper that the details given in accordance with paragraphs (i) and (ii) are correct.

[^{F17}(3) Where all parts of the registration document have been, or may have been, lost, stolen or destroyed, the new keeper shall submit an application to the Secretary of State for the issue of a new registration document [^{F18}and, except where the registration document fee exemption applies, that application shall be] accompanied by a fee of £19.

(4) Where the new keeper can produce to the Secretary of State that part of the document marked as the part which is to be given to the new keeper, the new keeper may submit an application to the Secretary of State for the issue of a new registration document accompanied by that part.

(5) On receiving notification of a change in keeper in accordance with paragraphs (2), (3) or (4), the Secretary of State shall, subject to regulation 15—

- (a) record the change in the register, and
- (b) issue to the new registered keeper a new registration document.]

Textual Amendments

- F15** Words in reg. 22(1)(b) revoked (1.7.2005) by [The Road Vehicles \(Registration and Licensing\) \(Amendment\) \(No. 4\) Regulations 2003 \(S.I. 2003/3073\)](#), regs. 1(1)(e), **8(b)**
- F16** Words in reg. 22(2)(b) substituted (1.10.2003) by [The Road Vehicles \(Registration and Licensing\) \(Amendment\) Regulations 2003 \(S.I. 2003/2154\)](#), regs. 1, **3(2)**
- F17** Reg. 22(3)-(5) added (1.3.2004) by [The Road Vehicles \(Registration and Licensing\) \(Amendment\) Regulations 2004 \(S.I. 2004/238\)](#), regs. 1, **8**
- F18** Words in reg. 22(3) inserted (16.8.2004) by [The Road Vehicles \(Registration and Licensing\) \(Amendment No. 2\) Regulations 2004 \(S.I. 2004/1773\)](#), regs. 1, **9**

Change of keeper: obligations of registered keeper where vehicle registration document issued in Great Britain on or after 24th March 1997 and the new keeper a vehicle trader

23.—(1) Subject to regulation 24, this regulation applies where—

- (a) there is a change in the keeper of a vehicle;
- (b) the person disposing of the vehicle is the registered keeper;
- (c) a vehicle registration document has been issued in respect of the vehicle ^{F19}...; and
- (d) the new keeper is a vehicle trader.

(2) The registered keeper shall forthwith notify the Secretary of State, on that part of the registration document which relates to the transfer to a vehicle trader, or otherwise in writing, of the following—

- (a) the name and address of the vehicle trader;
- (b) the date on which the vehicle was transferred to the vehicle trader;
- (c) a declaration signed by the registered keeper that he transferred the vehicle to the vehicle trader on the date specified in accordance with sub-paragraph (b); and
- (d) a declaration signed by the vehicle trader that the vehicle was transferred to him on the date specified in accordance with sub-paragraph (b).

Status: Point in time view as at 01/07/2005.

Changes to legislation: There are currently no known outstanding effects for the The Road Vehicles (Registration and Licensing) Regulations 2002, PART IV. (See end of Document for details)

(3) If the registration document issued in respect of the vehicle is in his possession, the registered keeper shall deliver to the vehicle trader those parts of it not required to be sent to the Secretary of State under paragraph (2).

Textual Amendments

F19 Words in reg. 23(1)(c) revoked (1.7.2005) by [The Road Vehicles \(Registration and Licensing\) \(Amendment\) \(No. 4\) Regulations 2003](#) (S.I. 2003/3073), regs. 1(1)(e), **8(b)**

Change of keeper: obligations of vehicle traders where registration document issued in Great Britain on or after 24 March 1997

24.—(1) This regulation applies where a vehicle trader becomes the keeper of a vehicle in respect of which a vehicle registration document has been issued ^{F20}...

(2) Where this regulation applies the vehicle trader shall, on or before the appropriate date and on that part of the registration document which relates to a change of keeper ^{F21}..., notify the Secretary of State as to—

- (a) the transfer of the vehicle to him; and
- (b) the date on which he became the keeper of the vehicle.

[^{F22}(2A) Where the registration document has been, or may have been, lost, stolen or destroyed, notification in accordance with paragraph (2) shall be effected by an application to the Secretary of State for the issue of a new registration document [^{F23}and, except where the registration document fee exemption applies, that application shall be] accompanied by a fee of £19.]

(3) For the purposes of paragraph (2) the appropriate date is whichever is the earliest of—

- (a) the day on which the vehicle trader first uses, or permits the use of, the vehicle on a public road otherwise than under a trade licence;
- (b) the day on which he first keeps the vehicle on such a road;
- (c) the day immediately following the expiration of the period of three months (“the three months period of grace”) beginning with the day after the date on which the vehicle was last kept by a person who was not a vehicle trader.

(4) Where this regulation applies and the vehicle trader transfers the vehicle to another vehicle trader before the expiration of the three months period of grace, he shall give to the new keeper any part of the registration document in his possession.

(5) Where the vehicle trader transfers the vehicle to another person in a case not falling within paragraph (4), he shall—

- (a) forthwith deliver to the Secretary of State, on that part of the registration document which relates to the change of keeper or otherwise in writing, the following—
 - (i) the name and address of the new keeper;
 - (ii) the date on which the vehicle was transferred to the new keeper;
 - (iii) a declaration signed by the [^{F24}vehicle trader] that the details given in accordance with paragraph (i) are correct to the best of his knowledge and that the details given in accordance with paragraph (ii) are correct; and
 - (iv) a declaration signed by the new keeper that the details given in accordance with paragraphs (i) and (ii) are correct; and

- (b) if the registration document issued in respect of the vehicle is in his possession, deliver to the new keeper those parts of it not required to be sent to the Secretary of State under sub-paragraph (a).

[^{F25}(6) Where all parts of the registration document have been, or may have been, lost, stolen or destroyed, the new keeper shall submit an application to the Secretary of State for the issue of a new registration document [^{F26}and, except where the registration document fee exemption applies, that application shall be] accompanied by a fee of £19.

(7) Where the new keeper can produce to the Secretary of State that part of the document marked as the part which is to be given to the new keeper, the new keeper may submit an application to the Secretary of State for the issue of a new registration document accompanied by that part.

(8) On receiving notification of a change in keeper in accordance with paragraphs (2), (2A), (5), (6) or (7), the Secretary of State shall, subject to regulation 15—

- (a) record the change in the register, and
- (b) issue to the new registered keeper a new registration document.]

Textual Amendments

- F20** Words in reg. 24(1) revoked (1.7.2005) by [The Road Vehicles \(Registration and Licensing\) \(Amendment\) \(No. 4\) Regulations 2003 \(S.I. 2003/3073\)](#), regs. 1(1)(e), **8(b)**
- F21** Words in reg. 24(2) omitted (1.3.2004) by virtue of [The Road Vehicles \(Registration and Licensing\) \(Amendment\) Regulations 2004 \(S.I. 2004/238\)](#), regs. 1, **9(a)**
- F22** Reg. 24(2A) added (1.3.2004) by [The Road Vehicles \(Registration and Licensing\) \(Amendment\) Regulations 2004 \(S.I. 2004/238\)](#), regs. 1, **9(b)**
- F23** Words in reg. 24(2A) inserted (16.8.2004) by [The Road Vehicles \(Registration and Licensing\) \(Amendment No. 2\) Regulations 2004 \(S.I. 2004/1773\)](#), regs. 1, **10(2)**
- F24** Words in reg. 24(5)(a)(iii) substituted (1.10.2003) by [The Road Vehicles \(Registration and Licensing\) \(Amendment\) Regulations 2003 \(S.I. 2003/2154\)](#), regs. 1, **3(3)**
- F25** Reg. 24(6)-(8) added (1.3.2004) by [The Road Vehicles \(Registration and Licensing\) \(Amendment\) Regulations 2004 \(S.I. 2004/238\)](#), regs. 1, **9(c)**
- F26** Words in reg. 24(6) inserted (16.8.2004) by [The Road Vehicles \(Registration and Licensing\) \(Amendment No. 2\) Regulations 2004 \(S.I. 2004/1773\)](#), regs. 1, **10(3)**

Change of keeper: registration document issued in Northern Ireland

^{F27}25.

Textual Amendments

- F27** Reg. 25 revoked (1.7.2005) by [The Road Vehicles \(Registration and Licensing\) \(Amendment\) \(No. 4\) Regulations 2003 \(S.I. 2003/3073\)](#), regs. 1(1)(e), **8(c)**

Statutory off-road notification

26. Schedule 4 shall have effect for the purpose of prescribing, the particulars to be furnished and the declarations to be made, and the times at which and the circumstances and manner in which they are to be made, by a person who—

- (a) surrenders a vehicle licence;
- (b) does not renew a vehicle licence on its expiration; or

Status: Point in time view as at 01/07/2005.

Changes to legislation: There are currently no known outstanding effects for the The Road Vehicles (Registration and Licensing) Regulations 2002, PART IV. (See end of Document for details)

- (c) keeps an unlicensed vehicle.

[^{F28}Exceptions to section 31A

26A.—(1) The requirements prescribed for the purposes of the first condition in section 31B of the 1994 Act are whichever are applicable in the circumstances of the requirements specified in—

- (a) regulation 20(5) (surrender or destruction of registration document for damaged vehicle), in so far as it requires surrender of the registration document,

^{F29}(b)

- (c) regulation 22(2)(b) (delivery of remainder of registration document to the Secretary of State),
- (d) regulation 23(2) (notifying the Secretary of State when the transfer is to a vehicle trader),
- (e) regulation 24(5) (vehicle trader notifying the Secretary of State of a transfer), and
- (f) regulation 25(1)(a) (delivery of registration document and notification to the Secretary of State where the registration document was issued in Northern Ireland).

(2) The requirement prescribed for the purposes of the second condition in section 31B is the making of the required declaration and the furnishing of the prescribed particulars to the Secretary of State in accordance with Schedule 4.

(3) The requirement prescribed under subsection (6) of section 31B for the purposes of subsection (4)(c) (the third condition) is that before the expiry of 14 days beginning with the date on which the theft came to the knowledge of the registered keeper notification of the theft was given to—

- (a) a member of a police force maintained for any police area in England and Wales or Scotland,
- (b) a member of the Police Service of Northern Ireland, or
- (c) a person employed to assist such a police force or that Police Service.

(4) The prescribed length of the period for the purpose of the fourth condition shall be 14 days.]

Textual Amendments

F28 Reg. 26A inserted (19.12.2003) by [The Road Vehicles \(Registration and Licensing\) \(Amendment\) \(No. 4\) Regulations 2003 \(S.I. 2003/3073\)](#), regs. 1(1)(a), **6**

F29 Reg. 26A(1)(b) revoked (1.7.2005) by [The Road Vehicles \(Registration and Licensing\) \(Amendment\) \(No. 4\) Regulations 2003 \(S.I. 2003/3073\)](#), regs. 1(1)(e), **8(d)**

Status:

Point in time view as at 01/07/2005.

Changes to legislation:

There are currently no known outstanding effects for the The Road Vehicles (Registration and Licensing) Regulations 2002, PART IV.