

**Details of Notifiable Alterations or Application  
for Change of Plated Details of a Goods Motor  
Vehicle or Trailer or Application for Design  
Weight Certificate**



Vehicle & Operator Services Agency

**ROAD TRAFFIC ACT 1988, PART II, SECTION 49  
VEHICLES EXCISE AND REGISTRATION ACT 1994 SECTION 61A**

VTG10 (Rev April 2005)

Complete all sections on application form. Failure to do so may result in the form being returned or delayed in processing. Completed forms should be sent to the Goods Vehicle Centre, 91/92 The Strand, Swansea, SA1 2DH, or to any Goods Vehicle Testing Station

**PART A - YOUR DETAILS AND LEGAL DECLARATION**

Company Name \_\_\_\_\_

Name & Address for correspondence \_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Telephone Number \_\_\_\_\_

Post Code \_\_\_\_\_

I (print full name) \_\_\_\_\_

hereby declare that, to the best of my knowledge, all the statements in this application are true. I understand that to make a false statement is an offence under Section 174(2) of the Road Traffic Act 1988.

Signature \_\_\_\_\_

Date : **14 November 2008**

**PART B - VEHICLE DETAILS**

Registration Mark ( If notifying a cherished transfer, write the old registration mark on the top row, and the new one below)


**Or TRAILER DETAILS**

Trailer Ministry Number

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Vehicle chassis number or trailer identification number to be completed for all applications

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Vehicle or trailer make \_\_\_\_\_

Model \_\_\_\_\_

No. of axles 2

**PART C - FEE**

1. If the vehicle has a plating certificate or Certificate of conformity are any of the details shown affected?

Please tick **YES**  **NO**  If YES, a fee is payable

2. If you are applying for a design weight certificate please tick  (a fee is payable)

Your local Goods Vehicle Test Station can tell you what the fee is. Please enclose a cheque made payable to VOSA, or write your customer account number here .....

**PART D - EXAMINATION APPOINTMENT**

**Note: Please complete this section in all cases (we reserve the right to inspect the vehicle)**

At which Testing Station would you like the vehicle inspected? (Please give station name, and, if you know it, the number) Station Name \_\_\_\_\_ Station No. \_\_\_\_\_

Which day and date would you prefer? \_\_\_\_\_ AM or PM \_\_\_\_\_

Do you want an annual test at the same time? \_\_\_\_\_ Remember to enclose the test fee as well.

**NOTE: If the vehicle carries dangerous goods it must be presented safe for test**

Official Use Only

*An executive agency of the  
Department for  
**Transport**  
CD JOB NO.*

**PART E - CONTACT FOR TECHNICAL ENQUIRIES**

We may need further information to process your application. Please give us the name, daytime telephone number, e-mail address and fax number, of a person who can deal with any technical queries.

Name \_\_\_\_\_  
Tel No. \_\_\_\_\_

email \_\_\_\_\_  
Fax No. \_\_\_\_\_

## PART F - PLATING CERTIFICATE DETAILS

Attach a photocopy of your current plating certificate (VTG7); we may not be able to deal with your application without it. Do not send originals, failure to provide this information may delay your application. For unregistered motor vehicles, attach a copy of the Certificate of Conformity or Subsequent Minister's Approval Certificate (Sub MAC). If you do not have either of these, please tell us your Type Approval Certificate (NTA) number and variant number. Failure to provide this information may delay your application.

NTA Number \_\_\_\_\_ Variant No \_\_\_\_\_

## PART G - NATURE OF ALTERATION OR CHANGE TO PLATING DETAILS

Note : You do not need to notify us of normal replacement of worn, defective or damaged parts or components on a 'like for like' basis.

Tell us about the changes you have made to the vehicle and/or what you want it uprating or downrating to. (The more you tell us, the quicker we can deal with your application. **Failure to complete this section will cause the application to be delayed.**) In particular:

- **For Fifth wheel subframe alterations**, write down the make and part number of the kit supplied by the fifth wheel or vehicle manufacturer.
- **For tyre changes**, tell us the sizes of the tyres on each axle, the load indices, and whether they are fitted in single or dual formation.
- **For all chassis alterations and uprates on Multi-axle vehicles** please include a diagram giving the new wheelbase and closely spaced axle dimensions.

**Give full details of any changes to the braking system.** Please include a schematic diagram with key to components

**For applications for a design weight certificate** please include evidence of the new design weight i.e. documentation from the manufacturer or converter or a copy of a revised manufacturer's plate.

**Where available give us the Converter's or manufacturer's name and conversion reference number.**

Enter details here :

**For official use only. Do not write in this section.**

				DTp Ref. No.				
Make and model				Speed limiter exempt	OAWS	mm	CSA	mm
Function	/	YOR		YOM	Length	mm	Width	
Body Code		Chassis Code		Susp Code	Coupling centre to vehicle foremost part		max	min
					Coupling centre to vehicle rearmost part			
					C & U	EEC	Design	
					GVW			
					GTW			
					MTW			
					Axle 1			
					Axle 2			
					Axle 3			
					Axle 4			
					Maximum Kingpin Load			