

Procedures on Importation and Registration of a Car in Singapore

<u>Content</u>	<u>Page</u>
Registration Requirements	
– Vehicle Registration	2
– Importation of Brand New Vehicles	2
– Importation of Used Vehicles	2
– Vehicular Emissions Scheme (VES)	3
– Electric Vehicle Early Adoption Incentive (EEAI)	4
Technical Requirements	
– Compliance with Road Traffic Act and its Subsidiary Legislations	5
– Vehicle Safety Standards	5
– Exhaust Emission and Noise Emission Standards	6
– CO ₂ Emissions and Fuel/Electric Energy Consumption Data for VES	7
– Maximum Power Output (MPO)	7
– On-Board Unit (OBU) Installation	7
– Registration Inspection	8
– Right-hand Drive	8
– Safety Belt	8
– Speedometer	8
– Headlamps and Headlamp Levelling Devices	8
– Safety Glass	8
– Modifications to Vehicle	8
– Asbestos-free Brake and Clutch	9
– Chlorofluorocarbon (CFC)-free Air-conditioners	9
– Use of Hydrocarbon (HC) Refrigerants in Vehicle Air-conditioning Systems	9
– Electric Vehicles and Electric Vehicle Charging Systems	9
Step-by-Step Guide to Import a Car into Singapore	10
Step-by-Step Guide to Register a Car in Singapore	12
	<u>Annex</u>
List of Land Transport Authority (LTA)/National Environment Agency (NEA)-Recognised Vehicle Exhaust Emission, Noise Emission and Fuel/Electric Energy Consumption Testing Laboratories For Cars	A
Compliance Certificate on Exhaust Emission and Noise Emission Standards - Submission Format	B
On-Board Unit (OBU) Installation Requirements	C
List of LTA-Authorised Inspection Centres	D
Information Required for Electric Vehicles (EVs)	E
Methods For Registration of Vehicles as Brand New	F
Registration Documents Checklist	G

Registration Requirements

Vehicle Registration

All vehicles in Singapore must be registered with the Land Transport Authority (LTA).

Importation of Brand New Vehicles

A vehicle will be classified as brand new at registration if:

- a) it is imported into Singapore directly from the vehicle manufacturer. The vehicle must arrive in Singapore within 3 months from the Certificate of Conformity (COC)/Completion Inspection Certificate (CIC) issue date or the date of manufacture certified by the vehicle manufacturer/authorised agent, whichever is later; or
- b) it has been registered as a new vehicle in a foreign country which adopts the higher or equivalent vehicle safety, exhaust emission and noise emission standards as Singapore [i.e. countries within the European Community (EC)]. The vehicle must be deregistered within 14 days of its first registration in the foreign country for export to Singapore and must arrive in Singapore within 3 months of its deregistration in the foreign country.

Importation of Used Vehicles

Vehicles that do not meet the requirements for registration as brand new will be classified as used vehicles. To be eligible for registration in Singapore, used vehicles must not be more than 3 years old at the point of registration. A surcharge of \$10,000 is payable for registration of each imported used car in Singapore.

The age of a used vehicle is reckoned from the date of its first registration in a foreign country. For example, if your car was first registered on 16 September 2016, it would be deemed to be 3 years old on 15 September 2019. If it is not possible to ascertain the first registration date of the car, the age of your car will be reckoned from the first day of its year of manufacture.

All imported used cars must conform to the relevant prevailing exhaust emission and noise emission standards stipulated in the First or Second, and Fourth Schedule of the Environmental Protection and Management (Vehicular Emissions) Regulations in order to be approved for registration.

Such imported used cars will have to undergo an emission test at the local VICOM Emission Test Laboratory (VETL) or at any recognised foreign emission test laboratory (see **Annex A**). This emissions test is to ascertain the car's regulated exhaust emissions¹, carbon dioxide and fuel/electric energy consumption values at the point of registration. The regulated exhaust emissions and carbon dioxide values obtained from the emissions test will be used for the computation of the rebate or surcharge of the used car under the Vehicular Emissions Scheme (VES). For used cars that are tested in a recognised foreign emission test laboratory, they must be imported within 3 months from the date of the emission test certificate/report issued by the recognised foreign emission test laboratory.

¹ Carbon Monoxide, Hydrocarbon, Nitrogen Oxides, Particulate Matter and Particulate Numbers.

Vehicular Emissions Scheme (VES)

The VES was introduced on 1 January 2018 to encourage consumers to shift to less pollutive car models. The VES was further enhanced with increased rebate and surcharge amounts effective 1 January 2021 and 1 July 2021 respectively. VES takes into consideration a vehicle's emissions of carbon dioxide (CO₂) and four other pollutants namely hydrocarbons (HC), carbon monoxide (CO), nitrogen oxides (NO_x) and particulate matter (PM).

Cars registered from 1 January 2021 to 31 December 2024 (both dates inclusive) are assessed based on their emissions of five pollutants of HC, CO, NO_x, PM and CO₂. The VES rebate or surcharge will be determined by the worst performing pollutant, i.e. pollutant with the highest emission value. If a car uses a Port Fuel Injection (PFI) engine, and it does not have a PM value, it will be automatically assigned the maximum VES surcharge band (i.e. Band C2). This is regardless of the car's emissions of the other 4 pollutants.

Cars that fall under bands A1 and A2 will qualify for rebates which are offset against the car's ARF payable. Cars that fall under bands C1 and C2 will incur a corresponding registration surcharge. The cars are also subject to a minimum ARF payable of \$5,000. The minimum ARF payable will ensure that cars will continue to enjoy a certain amount of Preferential Additional Registration Fee (PARF) benefit when they are deregistered early. This is in line with the existing policy objective of encouraging timely deregistration and keeping Singapore car fleet young.

To register an electric or plug-in hybrid car, an emission factor of 0.4g CO₂/Wh will be applied to its electricity energy consumption to rate its CO₂ emission. The emission factor of 0.4g CO₂/Wh is applicable from 1 January 2021 to 31 December 2024.

VES bandings for cars registered from 1 January 2024 to 31 December 2024:

Cars Registered from 1 January 2024 to 31 December 2024					
Band	CO ₂ (g/km)	HC (g/km)	CO (g/km)	NO _x (g/km)	PM (mg/km)
A1	A1 ≤90	A1 =0	A1 =0	A1 =0	A1 =0.0
A2	90< A2 ≤120	0< A2 ≤0.024	0< A2 ≤0.190	0< A2 ≤0.009	0.0< A2 ≤0.3
B	120< B ≤159	0.024< B ≤0.029	0.190< B ≤0.270	0.009< B ≤0.018	0.3< B ≤0.4
C1	159< C1 ≤182	0.029< C1 ≤0.040	0.270< C1 ≤0.350	0.018< C1 ≤0.022	0.4< C1 ≤1.0
C2	C2 >182	C2 >0.040	C2 >0.350	C2 >0.022	C2 >1.0

VES Rebates and Surcharges for Cars from 1 January 2024 to 31 December 2025

Band	Rebate*/Surcharge** (-/+) from 1 January 2024 to 31 December 2024	Rebate*/Surcharge** (-/+) from 1 January 2025 to 31 December 2025
A1	-\$25,000	TBC***
A2	-\$5,000	TBC***
B	-	-
C1	+\$15,000	+\$15,000
C2	+\$25,000	+\$25,000

* Subject to a minimum ARF of \$5,000. The minimum ARF of \$5,000 is lowered to \$0 for fully electric cars registered from 1 January 2022 to 31 December 2024.

** Applicable to cars registered from 1 July 2021 (date inclusive).

*** The rebates, if any, from 1 January 2025 to 31 December 2025 will be announced in 2024.

Electric Vehicle Early Adoption Incentive (EEAI)

If you register a new or an imported used fully electric car from 1 January 2021 to 31 December 2025, you will receive an EEA of up to 45% off the ARF. The rebate for registration from 1 January 2021 to 31 December 2023 is capped at \$20,000, while the rebate for registration from 1 January 2024 to 31 December 2024 is capped at \$15,000. EEA for registration from 1 January 2025 to 31 December 2025 will be announced in year 2024.

The EEA, coupled with the enhanced VES, offers owners of fully electric cars combined rebates of up to \$40,000 to offset the ARF. Fully electric cars registered from 1 January 2021 to 31 December 2021 were subjected to a minimum ARF of \$5,000. To enable mass market electric car buyers to enjoy the full benefit of the combined rebates, the minimum ARF for fully electric cars registered from 1 January 2022 to 31 December 2024 will be lowered to \$0.

Technical Requirements

Compliance with Road Traffic Act and its Subsidiary Legislations

All cars to be registered in Singapore must comply with the Road Traffic (Motor Vehicles, Construction and Use) Rules, Road Traffic (Motor Vehicles, Lighting) Rules and Road Traffic (Motor Vehicles, Seat Belt) Rules.

Vehicle Safety Standards

LTA accepts motor cars that have complied with internationally recognised vehicle safety standards such as those adopted by the European Union (EU) countries, Japan and the USA. Appropriate documentation must be provided to show that the vehicle complies with any of the abovementioned vehicle safety standards for the following 52 items:

S/N	Items	S/N	Items
1	Anti-theft and immobiliser	27	Lateral protection
2	Audible warning	28	Masses and dimensions
3	Braking	29	Parking lamps
4	Couplings	30	Prevention of fire risks
5	Defrost/demist	31	Protective steering
6	Diesel Smoke	32	Rear registration plate lamps
7	Direction indicators	33	Rear registration plate space
8	Door latches and hinges	34	Rear visibility
9	Electromagnetic compatibility EMC	35	Registration plates
10	Emissions	36	Retro reflectors
11	End-outline, front position (side), rear-position (side), stop, side marker, daylight running lamps	37	Reversing lamps
12	Engine power	38	Safety glass
13	Exterior projections	39	Seat belt anchorages
14	Fog lamps (front)	40	Seat belts
15	Fog lamps (rear)	41	Seat strength
16	Forward vision	42	Side impact (side beams)
17	Front underrun protection	43	Sound level
18	Frontal impact	44	Speed limiters
19	Fuel consumption	45	Speedometer and reverse gear
20	Fuel tanks/rear protection device	46	Steering effort
21	Head restraints	47	Towing hooks
22	Headlamps (including bulbs)	48	Tyres
23	Heating systems	49	Vehicle and component marking (incl. VIN)
24	Identification of control	50	Vehicle using CNG/Electric/Hybrid etc.
25	Installation of lightings and light signalling devices	51	Wash/wipe
26	Interior fitting	52	Wheel guards

Exhaust Emission and Noise Emission Standards

The National Environment Agency (NEA) requires all cars to be registered in Singapore to comply with the following exhaust emission standards:

Petrol-Driven must be:

Euro 6 (WLTP) or JPN2018 or JPN2023	For cars using Port Fuel Injection
Euro 6 (WLTP) or JPN2018 + Euro 6 (WLTP) PN limit or JPN2023	For cars using Gasoline Direct Injection

Diesel-Driven must be Euro 6 (WLTP), or JPN2018 + Euro 6 (WLTP) PN limit, or JPN2023.

Noise emission of the car must comply with the standards stipulated in the Fourth Schedule of the Environmental Protection and Management (Vehicular Emissions) Regulations.

Evidence of the car's compliance with the exhaust emission and noise emission standards must be submitted to the LTA. The following documents may be submitted as evidence of compliance with the exhaust emission and noise emission standards:

For Brand New Cars

- a) Compliance certificate issued by the vehicle manufacturer confirming conformance to the prevailing exhaust emission and noise emission standards; or
- b) Letter of certification from the vehicle manufacturer that the car complies with the prevailing exhaust emission and noise emission standards; or
- c) Compliance certificate and test report (see **Annex B**) issued by any of LTA/NEA-recognised vehicle testing laboratories (see **Annex A**) confirming conformance to the prevailing exhaust emission and noise emission standards.

Evidence of compliance with the exhaust emission and noise emission standards will be waived if it has been registered as a new car in a foreign country which adopts the same or higher exhaust emission and noise emission standards as Singapore (at the time of its registration as a new car in Singapore).

For Used Cars

The car needs to be tested for exhaust emission and certified by any of LTA/NEA-recognised vehicle testing laboratories (see **Annex A**). The laboratories are required to issue a compliance certificate and test report (see **Annex B**) for the car tested. For used cars that are tested in a recognised foreign emission test laboratory, they must be imported within 3 months from the date of the emission test certificate/report issued by the recognised foreign emission test laboratory.

The following documents may be submitted as evidence of compliance with the noise emission standard:

- a) Compliance certificate issued by the vehicle manufacturer confirming conformance to the prevailing noise emission standard; or

- b) Letter of certification from the vehicle manufacturer that the car complies with the prevailing noise emission standard; or
- c) Compliance certificate and test report (see **Annex B**) issued by any of LTA/NEA-recognised vehicle testing laboratories (see **Annex A**) confirming conformance to the prevailing noise emission standard.

Evidence of compliance with the noise emission standard will be waived if the car has been registered in a foreign country which adopts the same or higher noise emission standard as Singapore (at the time of its registration in Singapore).

Acceptance of the above documents (e.g. exhaust emission and noise emission test reports) is subject to due diligence checks. You should take this into consideration, especially when registering a new vehicle model for the first time.

CO₂ Emissions and Fuel/Electric Energy Consumption Data for VES

As part of VES, all cars are required to have CO₂ emissions (in g/km), fuel consumption (in L/100km) or electric energy consumption (in kWh/100km) data (where applicable) as tested according to WLTP-Europe [Commission Regulation (EU) No. 2017/1151] or WLTP-Japan [TRIAS 08-002-02]. The regulated emissions and CO₂ values obtained from the emissions test will be used for the computation of the rebate or surcharge of the car under the VES. The following documents may be submitted as evidence of compliance with our requirements:

- a) COC issued by the vehicle manufacturer for vehicles type approved to the European standard;
- b) Vehicle test certificate from designated technical services such as TUV, IDIADA, DEKRA, VCA etc.; or
- c) Full emissions test report with CO₂ emissions and fuel/electric energy consumption data, issued by one of the laboratories listed in **Annex A**.

Maximum Power Output (MPO)

All cars are required to have the MPO data as measured in accordance with the UN ECE Regulation No. 85 or Japanese Industrial Standard D 1001. The following documents may be submitted as evidence of compliance with our requirements:

- a) COC issued by the vehicle manufacturer for vehicles type approved to the European standard; or
- b) Registration documents, catalogues, etc.

On-Board Unit (OBU) Installation

As part of the shift to the new ERP 2.0 system, LTA requires all cars to be registered in Singapore to comply with the OBU installation requirements except certain groups of cars, such as those under the Classic/Vintage Vehicle Scheme and Restricted Use Vehicle Scheme. An OBU Compliance Form, together with the relevant declaration and/or test report must be submitted by the motor dealer, distributor or importer to LTA for verification. Please refer to **Annex C** for a sample copy of the OBU Compliance Form and the OBU installation requirements.

Registration Inspection

After the pre-requisite importation documents for your car have been submitted to LTA for verification and clearance, your car must pass inspection at any LTA-Authorised Inspection Centres (see **Annex D**) before it can be registered. For authorised motor dealers, once the make and model of a car has been approved, subsequent imported units of the same make and model need not be inspected if they are identical to the type-approved unit.

Right-hand Drive

Only right-hand drive cars are allowed to be registered for use in Singapore.

Safety Belt

All cars must be fitted with approved front and rear safety belts. The safety belt and its anchorage points must meet internationally recognised standards.

Speedometer

All cars must be able to permanently indicate/display vehicular speed in units of kilometres per hour (km/h).

Headlamps and Headlamp Levelling Devices

Vehicles fitted with High Intensity Gas-Discharge (HID) or Light Emitting Diodes (LED) headlamps shall be installed in such a manner as to comply with internationally recognised standards such as the UN ECE Regulation No. 48, Japanese Safety Regulations Article 32, etc.

Safety Glass

All safety glass fitted onto the car must meet one of the recognised international standards e.g. ECE, DOT, BS, JIS, etc. The safety glass must meet the following requirements:

- a) Not less than 70% light transmittance for front windscreen and front side window glasses;
- b) Not less than 25% light transmittance for rear windscreen and rear side window glasses; and
- c) The glass of the front windscreen fitted to a motor vehicle shall not be made of a material or be of a design such as to prevent, obstruct or interfere with transmission of signals between an OBU installed in such vehicle and any Electronic Road Pricing (ERP) facility (see **Annex C**). Windscreens that contain metallic oxide coating or are designed with defroster are known to have caused such interference.

Modifications to Vehicle

You should consult the vehicle manufacturer and seek approval from LTA before carrying out any modification to the vehicle. Such modifications must be approved by the vehicle manufacturer. In addition, the modification work has to be carried out by either the vehicle manufacturer or an agent authorised by the vehicle manufacturer. The vehicle manufacturer or the authorised agent must certify that the modification is done according to the procedures and requirements set out by the vehicle manufacturer.

Asbestos-free Brake and Clutch

NEA requires all newly registered vehicles to have asbestos-free brake and clutch linings. This requirement is gazetted under the Poisons Act.

Chlorofluorocarbon (CFC)-free Air-conditioners

NEA requires the air conditioners installed in all newly registered vehicles to use CFC-free refrigerant.

Use of Hydrocarbon (HC) Refrigerants in Vehicle Air-conditioning Systems

The use of HC refrigerants in vehicle air conditioning systems is not allowed. Refer to the Singapore Civil Defence Force's circular for more details:

<https://www.scdf.gov.sg/docs/default-source/scdf-library/scdf-circular-on-hydrocarbon-refrigerants-june-2015.pdf>

Electric Vehicles and Electric Vehicle Charging Systems

All electric vehicles (EVs) must comply with recognised international vehicle safety standards such as those adopted by the EU countries, Japan and the USA. To show proof that the EVs are tested in accordance to the UN ECE Regulation No. 100, you will be required to produce the relevant certifications on electrical safety for electric powertrain vehicles issued by an overseas designated technical service (e.g. TUV, IDIADA, DEKRA, VCA etc.).

A nationwide EV charging standard TR25:2022 (Technical Reference for Electric Vehicle Charging System) has been established for the EV charging system in Singapore. Singapore has adopted Type 2 AC and Combo-2 DC charging systems as the nationwide public charging standard for EVs. CHAdeMO charging system is only allowed as an optional² public charging standard. To ensure safe use of the public charging infrastructure, an EV must be equipped with:

- a) A matching Type 2 vehicle inlet (or AC charging only); or
- b) A Combo-2 vehicle inlet (for AC and DC charging); or
- c) A matching Type 2 vehicle inlet (for AC charging) and a CHAdeMO vehicle inlet (for DC charging).

All EV chargers must be type-approved and affixed with approval labels before they can be supplied, installed or certified as fit for charging EVs. For more information on the type approval of EV chargers, please refer to the following link:

<https://onemotoring.lta.gov.sg/content/onemotoring/home/owning/electric-vehicle-charging/ev-charger-type-approval.html>

Please refer to **Annex E** for more information that is required for the importation of EVs.

² CHAdeMO is only allowed as an optional public charging standard and not as a national public charging standard. CHAdeMO chargers that comply with TR25:2022 can be imported and installed in Singapore, as long as they are provided alongside Type 2 AC and/or Combo 2 DC charging points.

Step-by-Step Guide to Import a Car in Singapore

Step 1

Check if your car meets registration and technical requirements.

Step 2

Obtain the following from the vehicle manufacturer or authorised agent:

- a) Documents to prove that the car is new or has never been registered for use (e.g. manufacturer invoice, original V308 document issued by the Driver and Vehicle Licensing Agency (DVLA) in UK, etc.). If the car has been registered as brand new in a foreign country which adopts a higher or equivalent vehicle safety, exhaust emission and noise emission standards as Singapore, deregistered within 14 days of its registration in the foreign country for export to Singapore, and arrived in Singapore within 3 months from its deregistration in a foreign country, please submit the original registration, deregistration and export documents from the foreign country for verification.

For more details on methods to register car as brand new, please refer to **Annex F**. For a used car, original foreign vehicle registration documents issued by the foreign authority are required. The engine and chassis numbers, inclusive of the prefix and suffix, engraved on the car must also be identical to those appearing on the vehicle registration documents;

- b) Documents to prove that the car complied with the vehicle safety, exhaust emission and noise emission standards as specified in the previous sections;
- c) Documents issued by the vehicle manufacturer or vehicle test certificate from designated technical services (e.g. TUV, DEKRA, VCA etc.) or an accredited testing laboratory as listed in **Annex A** to show CO₂ and fuel/electric energy consumption data tested in accordance with WLTP-Europe [Commission Regulation (EU) No. 2017/1151] or WLTP-Japan [TRIAS 08-002-02] as described under the section “Technical Requirements”; and
- d) Technical specifications of the car issued by the vehicle manufacturer (e.g. technical catalogue, etc.).

Step 3

Ship the car to Singapore through a shipping agent.

Step 4

Arrange with your shipping agent to obtain an **Inward Cargo Clearance Permit**. Your agent will have to submit an application to the Singapore Customs using the TradeNet® System. **Permit and processing fee, Excise Duty and Goods & Services Tax (GST)** will be payable to the Singapore Customs through inter-bank GIRO. For further information on the application for Inward Cargo Clearance Permit, please visit www.customs.gov.sg or contact the Singapore Customs at:

Singapore Customs
55 Newton Road
#07-01 Revenue House
Singapore 307987
Tel: 6355 2000

The Singapore Customs determines the Customs Value [or commonly known as Open Market Value (OMV)] of the car by taking into account the purchase price, freight, insurance, handling and all other charges incidental to the sale and delivery of the car in Singapore. Excise duty will be levied at 20% of the OMV. GST is computed at 9% of the total Cost, Insurance & Freight (CIF) and Excise Duty. The following documents may be required to be submitted to the Singapore Customs for assessment purposes:

- a) Original Manufacturer/Purchase Invoice;
- b) Freight and Insurance Papers;
- c) Bills/receipts relating to other incidental charges;
- d) Documents relating to exhaust emission and noise emission, windscreen test, etc.;
- e) Original foreign vehicle registration documents (for used car); and
- f) Letter from vehicle manufacturer confirming the date of manufacture of the car.

All documents submitted **MUST** be in the English language. Notarised translations are acceptable. For further information on the determination of OMV for vehicles, please visit www.customs.gov.sg or contact the Singapore Customs.

Step 5

Prepare documents for verification and registration of the car in Singapore. Please refer to the Step-by-Step Guide to Register a Car in Singapore below.

Step-by-Step Guide to Register a Car in Singapore

Step 1

Decide whether you want to register the car yourself or through a motor dealer to register the car for you. If a motor dealer registers the car on your behalf, they will carry out all or most of the following steps for you.

Step 2

You must submit an application for vehicle approval to LTA through the Vehicle Inspection and Type Approval System (VITAS). You need to pay an application fee of \$274.68.

To ensure sufficient time for registration of **imported used car**, you must submit the VITAS application at least 3 months before it reaches 3 years old.

Please refer to VITAS website (<https://vrl.lta.gov.sg/certlogin.html>) for more details on opening a user account and application procedures. If you do not have a registered account, you can write in via our feedback portal (https://www.lta.gov.sg/content/ltagov/en/contact_us.html).

Documents to be submitted for verification include:

- a) Documents to prove compliance with the exhaust emission and noise emission standards such as:
 - Compliance certificate on exhaust emission and noise emission standards issued by the vehicle manufacturer confirming conformance to the prevailing exhaust emission and noise emission standards; or
 - Letter of certification from the vehicle manufacturer that the car complies with the prevailing exhaust emission and noise emission standards; or
 - Compliance certificate and test report by any of the LTA/NEA-recognised vehicle testing laboratory confirming conformance to the prevailing exhaust emission and noise emission standards;
- b) Documents issued by the vehicle manufacturer or vehicle test certificate from designated technical services (e.g. TUV, DEKRA, VCA etc.) or an accredited testing laboratory as listed in **Annex A** to show CO₂ and fuel/electric energy consumption data as tested in accordance with WLTP-Europe [Commission Regulation (EU) No. 2017/1151] or WLTP-Japan [TRIAS 08-002-02] as described under the section “Technical Requirements”;
- c) Documents issued by the vehicle manufacturer to show the MPO as measured in accordance with the UN ECE Regulation No. 85 or Japanese Industrial Standard D 1001 as described under the section “Technical Requirements”;
- d) Documents to prove that the car is new or has never been registered for use. For a used car, original foreign vehicle registration documents are required. For a car that has been registered as a new vehicle in a foreign country which adopts the same or higher vehicle safety, exhaust emission and noise emission standards as Singapore, deregistered within 14 days of its registration in the foreign country for export to Singapore, and arrived in Singapore within 3 months from its deregistration in a foreign country, the original registration, deregistration and export documents from the foreign country must be submitted for verification;

- e) Detailed technical specifications of the car issued by the vehicle manufacturer (e.g. technical catalogue, etc);
- f) Original Manufacturer/Purchase Invoice;
- g) Letter of No Objection (LNO) issued by LTA for OBU Compliance;
- h) Bill of Lading; and
- i) Inward Cargo Clearance Permit.

All documents submitted **MUST** be in the English language. Notarised translations are acceptable.

Acceptance of the above documents (e.g. exhaust emission and noise emission test report) is subject to due diligence checks. You should take this into consideration, especially when registering a new vehicle model for the first time.

Once in-principle approval has been given, you will be notified to send the car for inspection at any LTA-Authorised Inspection Centres (see **Annex D**) where an inspection fee will be charged.

After your car has passed the inspection, an approval letter with a Vehicle Approval Code (VAC) will be issued to you. With this VAC, you may proceed to register the car.

Step 3

Secure a Certificate Of Entitlement (COE) and obtain motor insurance coverage for your car. If you wish, you can bid for a car registration number.

Under the Vehicle Quota System, any person who wishes to register a vehicle in Singapore must first obtain a COE in the appropriate vehicle category. Cars are classified under Category A or Category B:

Category A	<p><u>For COEs obtained before the May 2022 first COE bidding exercise:</u> Cars with engine capacity up to 1,600cc <u>and</u> Maximum Power Output up to 97kW (130bhp)</p> <p><u>For COEs obtained from the May 2022 first COE bidding exercise onwards:</u> Car, except fully electric car, with engine capacity up to 1,600cc and Maximum Power Output up to 97kW (130bhp); and fully electric car with Maximum Power Output up to 110kW (147bhp)</p>
Category B	<p><u>For COEs obtained before the May 2022 first COE bidding exercise:</u> Cars with engine capacity above 1,600cc <u>or</u> Maximum Power Output above 97kW (130bhp)</p> <p><u>For COEs obtained from the May 2022 first COE bidding exercise onwards:</u> Car, except fully electric car, with engine capacity above 1,600cc or Maximum Power Output above 97kW (130bhp); and fully electric car with Maximum Power Output above 110kW (147bhp)</p>

Alternatively, you can secure a COE under the Open Category (i.e. Category E).

There are 2 COE bidding exercises each month. The bidding exercises usually start on the first Monday and third Monday of the month at 12pm and last for 3 working days. The exercises will usually end on the Wednesday in the same week at 4pm.

You can submit your COE bid, enquire on the bid status and revise your reserve price through the following channels:

Access Channels	Submit Bid	Enquire Bid	Revise Bid
DBS/POSB ATM Tel: 1800-111-1111	Yes		Yes
DBS/POSB Internet Banking (for Companies and Motor Dealers) Tel: 1800-222-2200	Yes	Yes	Yes
UOB Internet Banking (for Companies and Motor Dealers) Tel: 1800-226-6121	Yes	Yes	Yes
Maybank Internet Banking (for Companies and Motor Dealers) Tel: 1800-777-0022	Yes	Yes	Yes
LTA OneMotoring Website (Login via Singpass and access 'Enquire/Revise COE Bid' digital services") (www.onemotoring.lta.gov.sg)		Yes	Yes

Note: Charges apply for mobile calls to "1800" service lines and only calls made from regular land lines are free.

You must have a bank account with the participating banks in order to bid. You can submit the bid by indicating your reserve price, i.e. the maximum amount you are willing to pay for your COE. The minimum reserve price is \$1 and the amount of bid must be in multiples of \$1. Bid submitted cannot be withdrawn or revised downwards.

A fixed deposit of \$10,000 will be deducted from your bank account upon submission of the bid application. There will be an administration fee charged for each bid application and for every subsequent revision.

You can check the current COE information on the OneMotoring website (<https://onemotoring.lta.gov.sg>).

Points to note:

- Unless you are representing a company or organisation, each applicant is permitted only one bid in each bidding exercise.
- COEs in Categories A and B are non-transferable. They are valid for 6 months. Hence, you must use the COE to register your car within 6 months.
- COEs in Category E are transferable once only if the COE is bid under the name of an individual. Category E COEs bid in the name of company and business (including limited liability partnership, club, association, etc.) are not transferable. They are valid for 3 months. Hence, you must use the COE to register your car within 3 months.

- Category E Temporary COE (TCOE) can be used to register any vehicle type other than motorcycle/scooter). However, when the vehicle is subsequently deregistered, the COE Rebate granted to the last registered owner would be based on the Quota Premium (QP) of either Category E or its corresponding Category from the same tender exercise, whichever is lower.
- At the time of registration, a COE of 10 years will be issued to the vehicle.
- At the time of registration, the difference between the QP and your COE bid deposit is payable. If your deposit is more than the QP, the difference will be used to offset the ARF and Registration Fee payable to register your vehicle.
- If you are not successful in your bid for a COE, the bid deposit will be automatically refunded to your bank account one working day after the announcement of the bidding results. You may try bidding again in the next COE bidding exercise.

Step 4

Once all information and documents are in order, you can make an appointment via our Digital Services (<https://www.lta-eappointment.sg>, select Registration > Register Vehicles (Self-Import)) to submit the following documents to LTA, Vehicle Quota & Registration Division, 10 Sin Ming Drive, Singapore 575701 for registration:

- a) Application for Registration and Licensing of a Motor Vehicle (Form R01)/Off-Peak Car (Form R01A). Refer to “Forms” at <https://onemotoring.lta.gov.sg> for the latest form;
- b) Identification documents of the vehicle owner:
 - For individual owners
 - Original³ NRIC [for Singaporeans and Permanent Residents (PRs)] or Employment/Immigration pass card⁴ (for foreigners).
 - For companies
 - Printout of the business profile of the company from the Accounting & Corporate Regulatory Authority (ACRA). This printout is valid up to 14 days from the date of issue;
 - Original⁴ NRIC (for Singaporeans and PRs) or Employment/Immigration pass card⁵ (for foreigners) of the authorised person from the company; and
 - Original authorisation letter, signed by at least a Manager or above, if the authorised person of the company is not listed in the ACRA printout.
 - For organisations
 - A copy of certificate issued by the Registry of Societies or relevant regulating authority; and
 - Original⁴ NRIC (for Singaporeans and PRs) or Employment/Immigration pass card⁵ (for foreigners) of the authorised person from the organisation.
- c) Approval letter with VAC;
- d) Temporary COE (TCOE);

³ Physical NRIC or long-term pass card or Digital Identity Card (Digital IC) launched via the Singpass app. Images or videos of the identity card/pass/Digital IC will not be accepted.

⁴ Employment/Immigration pass card issued by the Ministry of Manpower (MOM) or Immigration & Checkpoint Authority of Singapore (ICA) bearing the Foreign Identification Number (FIN).

- e) Valid Motor Insurance Cover;
- f) Notice of Retained/Bid Vehicle Registration Number (if any);
- g) Notice of PARF/COE rebates (if any);
- h) Approval letter from the relevant authorities, if the car is to be registered under a special scheme (if any); and
- i) Inward Cargo Clearance Permit.

Total fees payable by NETS or SGQR PayNow:

- a) Processing Fee of \$28.34 per application (if registration is done at LTA's office);
- b) Registration Fee of \$350;
- c) Additional Registration Fee (ARF), which is calculated as follows:

For cars registered with COEs obtained before the second COE bidding exercise in February 2023

Vehicle OMV	ARF Rate
First \$20,000	100%
Next \$30,000 (i.e. \$20,001 to \$50,000)	140%
Next \$30,000 (i.e. \$50,001 to \$80,000)	180%
Above \$80,000 (i.e. \$80,001 and above)	220%

Example:

The ARF payable for a car with an OMV of \$100,000 will be calculated as follows:

Vehicle OMV (\$100,000)	ARF Rate	ARF Payable
First \$20,000	100%	100% x \$20,000 = \$20,000
Next \$30,000	140%	140% x \$30,000 = \$42,000
Next \$30,000	180%	180% x \$30,000 = \$54,000
Above \$80,000	220%	220% x \$20,000 = \$44,000

Total ARF payable is (\$20,000 + \$42,000 + \$54,000 + \$44,000) = **\$160,000**

For cars registered with COEs obtained from the second COE bidding exercise in February 2023 onwards

Vehicle OMV	ARF Rate
First \$20,000	100%
Next \$20,000 (i.e. \$20,001 to \$40,000)	140%
Next \$20,000 (i.e. \$40,001 to \$60,000)	190%
Next \$20,000 (i.e. \$60,001 to \$80,000)	250%
Above \$80,000 (i.e. \$80,001 and above)	320%

Example:

The ARF payable for a car with an OMV of \$100,000 will be calculated as follows:

Vehicle OMV (\$100,000)	ARF Rate	ARF Payable
First \$20,000	100%	100% x \$20,000 = \$20,000
Next \$20,000	140%	140% x \$20,000 = \$28,000
Next \$20,000	190%	190% x \$20,000 = \$38,000
Next \$20,000	250%	250% x \$20,000 = \$50,000
Above \$80,000	320%	320% x \$20,000 = \$64,000

Total ARF payable is (\$20,000 + \$28,000 + \$38,000 + \$50,000 + \$64,000) = **\$200,000**;

- d) Road Tax
Refer to <https://onemotoring.lta.gov.sg> for the latest road tax rate under “Buying”, “Upfront Vehicle Costs”, “Vehicle Tax Structure”;
- e) Special Tax
For a diesel car, a special tax is payable in addition to the road tax. Refer to <https://onemotoring.lta.gov.sg> for the latest special tax rate under “Buying”, “Upfront Vehicle Costs”, “Vehicle Tax Structure”;
- f) Used car surcharge of \$10,000 (if applicable); and
- g) VES surcharge or rebate (if applicable).
Refer to page 3 of this document.

Step 5

Collect the following from LTA, Vehicle Quota & Registration Division, 10 Sin Ming Drive, Singapore 575701 upon registration of the car:

- a) Notification of registration; and
- b) Receipt.

Step 6

Upon successful registration, a vehicle registration number will be assigned to the car, unless a retained or bid vehicle registration number is used. You have to affix the vehicle registration number plates on your car within 3 days of registration.

Annex A
Page 1 of 2**List of LTA/NEA-Recognised Vehicle Exhaust Emission, Noise Emission and Fuel/Electric Energy Consumption Testing Laboratories for Cars**Singapore

VICOM Emission Test Laboratory

[Only for exhaust emission test]

511 Bukit Batok Street 23, Singapore 659545

Japan

The following Japanese Emission Test Laboratories are accepted to perform the WLTP-Japan under JPN2018 emission standard.

1. Japan Automobile Transport Technology Association
3-2-5 Yotsuya, Shinjuku-ku, Tokyo, Japan
2. Japan Vehicle Inspection Association
Toyoshima 7-26-28, Kita-Ku, Tokyo, Japan
3. Japan Automobile Research Institute
Shibadaimon 1-1-30, Minato-ku, Tokyo, Japan
4. Tokyo Metropolitan Research Institute for Environmental Protection
[Only for exhaust emission test]
Shinsuna 1-7-5, Koto-ku, Tokyo, Japan
5. JQR Co., Ltd
[Only for noise emission test]
Imajukunishi-cho 398, Asahi-ku, Yokohama city, Kanagawa

China

Tianjin Automotive Test Centre

Room 526, Main Building, No. 68, Xianfeng East Road, Dongli District, Tianjin, China/300300

Hong Kong

Hong Kong Exhaust Emissions Laboratory Ltd

No. 140-A, Kat Hing Wai, Kam Tin, Yuen Long, New Territories, Hong Kong

India

The Automotive Research Association of India (ARAI)

Survey No. 102, Vetar Hill, Off Paud Road, Kothrud,

Pune, Maharashtra, India

France

Laboratoire De L'union Technique De L' Automobile

Du Motorcycle Et Du Cycle Autodrome De

91 Linas Monthlery, France

Annex A
Page 2 of 2

Germany

1. TÜV Süd Auto Service GmbH
Krailenshaldenstraße 30; 70469 Stuttgart
2. TÜV NORD Mobilität GmbH & Co. KG IFM – Institut für Fahrzeugtechnik und Mobilität
Adlerstraße 7; 45307 Essen

Netherlands

RDW Centre for Vehicle Technology and Information
Zoetermeer Head-Office
Europaweg 205
PO Box 777

United Kingdom

1. Millbrook Proving Ground Ltd
Millbrook, Near Ampthill, Bedford MK45 2JQ, England
2. Horiba Mira Ltd
Watling Street, Nuneaton, Warwickshire CV10 0TU

Annex B
Page 1 of 2

The Registrar of Vehicles
Republic of Singapore

Compliance of Certificate

For the purposes of rule 35/36/37* of the Road Traffic (Motor Vehicles, Construction and Use) Rules, the following certificate is submitted:

1. _____ was tested by the
(vehicle make/model)

(name and address of testing laboratory)

to ensure it complies with _____ and the
(exhaust emission and noise emission standards)

following were the results of the test:

Model : _____
Weight : _____
Engine No. : _____
Chassis No. : _____
Engine Capacity : _____

Test Type I [For Petrol – Positive ignition (PI)]*

Pollutants	CO mg/km	THC mg/km	NMHC mg/km	Nox mg/km	PM mg/km	PN #/km
Measured Values						
DF – Mult/Add*						
Final Values						
Limit Values						

Or

Test Type I [For Diesel – Compression ignition (CI)]*

Pollutants	CO mg/km	Nox mg/km	HC + Nox mg/km	PM mg/km	PN #/km
Measured Values					
DF – Mult/Add*					
Final Values					
Limit Values					

Sound Level Test Results:

Measured according to: <<State Regulations/Directives>>

Stationary: _____ dB(A) at engine speed: _____ min⁻¹

Drive-by / L_{urban}: _____ dB(A)

Annex B
Page 2 of 2

2. The particulars set out in paragraph 1 are true and correct.

Based on the said particulars, the *manufacturer / testing laboratory hereby declares that
_____ complies with the above mentioned
(vehicle make/model)
exhaust emission and noise emission standards.

Dated this _____ day of _____ 20_____.

For and on behalf of the
Manufacturer:

(1) _____
(Signature of Chief Executive of Company)

(Name)

(2) _____
(Signature of Engineer)

(Name)

(Qualifications)

On-Board Unit (OBU) Installation Requirements

1) Placement of the OBU Components for Cars

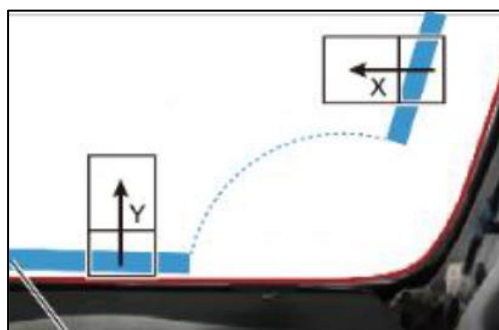
All cars to be registered in Singapore will be fitted with a three-piece OBU, comprising an Antenna, Processing Unit and an optional Touchscreen Display. During installation, the workshop* will assess the make and model of the car and check with the vehicle owner on aspects such as placement of the Processing Unit and the optional installation of the Touchscreen Display, including its preferred position.

*Do note that only LTA-Authorised persons (e.g. authorised workshop technicians) are able to install the OBU in motor vehicles. Self-installation of the OBU is not permitted, and doing so is an offence under the Road Traffic Act (Electronic Road Pricing System) Rules 2015.

2) Placement of the OBU Antenna

For the OBU Antenna, the position with respect to the windscreen edges and the associated fitting base are determined by the angle of the windscreen from the vertical line, as specified below:

Windscreen Angle (from Horizontal Line)	Antenna Unit Fitting Base	Minimum Distance from Vehicle's Black Ceramic Border Line	
		Horizontally (X dimension)	Vertically (Y dimension)
<45°	Not required	10 cm	5 cm
45° to 65°	20° Fitting Base	15 cm	15 cm
>65°	40° Fitting Base	15 cm	15 cm



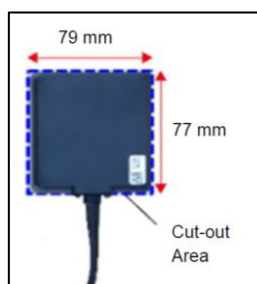
Annex C

Page 2 of 5

In addition, the OBU Antenna should not be installed at locations that could potentially interfere with the transmission of signals between the OBU Antenna installed in such vehicle and any Electronic Road Pricing facility.

Locations known to have caused such interference are:

- i) Any type of solar film that affects or interferes with radio frequencies.
- ii) Windscreens that contain metallic oxide coating or are designed with defroster. A cut-out area of minimally 77 mm by 79 mm will be required.



- iii) A location on or near metal surfaces and/or electronic devices (e.g. dash cam) that will affect performance of antenna.
- iv) A location that will be blocked or hindered by wiper's stationary position. In which case, the OBU Antenna needs to be placed above and away from the wiper's stopping position.

3) Technical Requirements for OBU Installation in Cars

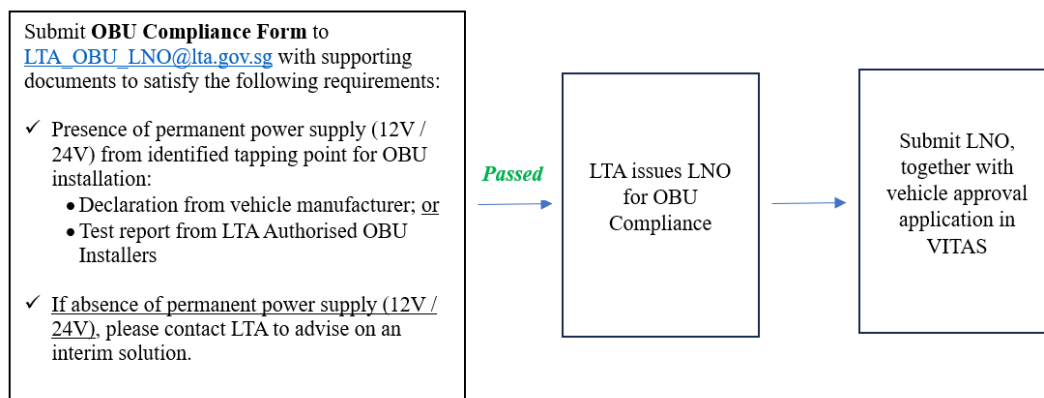
Category	Requirements
+B Permanent Power (OBU Yellow Cable)	OBU requires a permanent power source: <ul style="list-style-type: none"> • Minimum of DC 12V • Maximum of DC 36V This permanent power source shall be available <u>regardless of vehicle engine on/off</u> and even during the charging of the vehicle's battery.
Ignition Detection Line (OBU Red Cable)	Must exceed DC 4.16V when vehicle ignition is on and must not exceed DC 4.16V when vehicle ignition is off, even if certain accessories remain active.
Ground (OBU Black Cable)	Use of vehicle battery or vehicle chassis ground
Battery Capacity	Vehicle battery capacity shall meet minimum : 34Ah @12V
Current Rating	Vehicle's battery must support the following OBU current rating: Typical : 0.6-0.8A @12V Maximum (high load situation): 1.2A @12V

4) Letter of No Objection (LNO)

Any motor dealer, distributor or importer who wants to register cars with LTA in Singapore must submit the OBU Compliance Form together with the relevant declaration and/or test report to LTA (via email to LTA_OBU_LNO@lta.gov.sg). A LNO will be issued by LTA if the submitted documents and information are in order. You are required to submit the LNO as part of your vehicle approval application for new registration of cars in the Vehicle Inspection and Type Approval System (VITAS).

If the relevant cars do not present a permanent 12V power supply that can be used for OBU installation, LTA will contact the applicant on an interim solutioning.

An overview of the procedure for obtaining the LNO is shown in the diagram below.



Annex C
Page 4 of 5

5) OBU Compliance Form for Non-Motorcycles/Scooters

OBU Compliance Form for Non-Motorcycles/Scooters	
Notes for Application: 1) For Batch Vehicles Approval , only one OBU Letter of No Objection (LNO) is needed per each batch approval application (limited to 50 quantities per application). 2) For Extension to Type Approval , a new OBU LNO is required only if the vehicle's internal circuitry is changed, which results in different permanent power and ignition source points.	
Application Date	DD/MM/YYYY
Company Name	Applicant Company Name "SAMPLE XYZ Pte Ltd"
UEN	<i>Applicant to provide UEN</i>
Local Registered Office Address	<i>Applicant to provide Singapore Registered Office Address</i>
Contact Person Name / Phone No. / Email Address	<i>Applicant to provide contact details</i>
Vehicle Brand	<i>Applicant to provide brand of vehicle</i>
Vehicle Type	<i>Applicant to provide type of vehicle and if ICE or Hybrid or Electric</i>
Vehicle Models	<i>Applicant to provide model/s of vehicle</i>
Battery Capacity	xx Ah
Permanent Power 12V/24V source available for OBU installation	Yes/No
Indicate with illustrations of actual vehicle (e.g. pictures, schematics, datasheet) on where power sources are tapped	Please indicate the following electrical points clearly: i. Permanent 12V/24V – ii. Ignition Source –
Does the vehicle come with an original factory fitted power disconnect switch?	Yes/No

6) Format of Declaration / Test Report

Template for Declaration / Test Report Vehicles (Non-Motorcycles/Scooters)			
Permanent Power Source (Indicate electrical point: _____)			
No.	Test Description	Expected Result	Actual Result (Provide pictures)
1	Test electrical point for permanent power using multimeter when vehicle in Ignition OFF / Sleep state	Minimum 12V / 24V present at electrical point	
2	Test same electrical point 30 mins later, for permanent power using multimeter when vehicle in Ignition OFF / Sleep state (Dependent on vehicle design please adjust to the correct waiting time if the vehicle takes more than 30 mins to be in sleep state)	Continue to have minimum 12V / 24V present at electrical point	
Ignition / State Source (Indicate electrical point: _____)			
No.	Test Description	Expected Result	Actual Result (Provide pictures)
1	Test electrical point for Ignition / state using multimeter when vehicle in Ignition ON / Active state	Voltage measure within 12V / 24V	
2	Test electrical point for Ignition / state using multimeter when vehicle in Ignition OFF / Sleep state	Voltage measure 0V	

Company Name:	
Name of Tester:	
NRIC/FIN (Last 4 digit):	
Email:	
Contact Number:	

Annex D**List of LTA-Authorised Inspection Centres**

JIC Inspection Services Pte Ltd (Ang Mo Kio)
21 Ang Mo Kio Street 63
Singapore 569118
Tel: 6484 7370

JIC Inspection Services Pte Ltd (Pioneer)
53 Pioneer Road
Singapore 628505
Tel: 6863 9639

STA Inspection Pte Ltd (Boon Lay)
249 Jalan Boon Lay
Singapore 619523
Tel: 6261 6178

STA Inspection Pte Ltd (Sin Ming)
302 Sin Ming Road
Singapore 575627
Tel: 6452 1398

VICOM Inspection Centre Ltd (Bukit Batok)
511 Bukit Batok Street 23
Singapore 659545
Tel: 6567 7111

VICOM Inspection Centre Ltd (Changi)
20 Changi North Crescent
Singapore 499613
Tel: 6545 4808

VICOM Inspection Centre Ltd (Kaki Bukit)
23 Kaki Bukit Avenue 4
Singapore 415933
Tel: 6749 5422

VICOM Inspection Centre Ltd (Sin Ming)
385 Sin Ming Drive
Singapore 575718
Tel: 6458 4555

VICOM Inspection Centre Pte Ltd (Yishun)
501 Yishun Industrial Park A
Singapore 768732
Tel : 6458 4555

Annex E**Information required for Electric Vehicles (EVs)**

- a) Establishment and background of the vehicle manufacturer.
- b) The EV production volume per year, number of EVs exported and countries exported to.
- c) Appropriate document issued by an approving authority to show the international recognition of the vehicle manufacturer [e.g. World Manufacturer Identifier (WMI) code allotted by Society of Automotive Engineers (SAE)].
- d) Appropriate document issued by the certifying authorities in the approving country and other countries, if available, to show the acceptance of the vehicle.
- e) A list of EV components and the relevant standards which the EV components had complied with (to be provided by the vehicle manufacturer) together with compliant test reports.
- f) Certification and test reports issued by an overseas designated technical service (e.g. TUV, IDIADA, DEKRA, VCA etc.) showing that EVs comply with the requirements in UN ECE Regulation No. 100 – for the electric power train of EVs.
- g) LTA registration mark of registered EV Chargers, as proof that the EV charging system are registered with LTA. For more information, please refer to the following website:
<https://onemotoring.lta.gov.sg/content/onemotoring/home/owning/electric-vehicle-charging.html>

Copy of the Technical Reference is available at:

Toppan Leefung Pte Ltd

1 Kim Seng Promenade

#18-01 Great World City East Tower

Singapore 237994

Phone: (65) 6826 9691 / Fax: (65) 6820 3341

Website: <https://www.singaporestandardseshop.sg/>

Email: singaporestandardseshop@toppanleefung.com

- h) The type of tests which the vehicle had undergone.
- i) The safety features (both mechanical and electrical) of the vehicle, e.g. electrical isolation to prevent electrical shock hazard.
- j) List of vehicle manufacturer facilities and equipment (with photographs).
- k) A copy of the facility appraisal certificate issued by the certifying authority who conducts routine checks on vehicle manufacturer's facilities and equipment.
- l) Detailed technical specifications of the vehicles which are to be imported into Singapore.
- m) Vehicles to meet all On-Board Unit (OBU) Installation Requirements as listed in **Annex C**.

Note:

- For new agency, documentary proof from vehicle manufacturer must be produced showing the authorisation of the company as the sole agent of the vehicle in Singapore.
- All the above information must be provided by the vehicle manufacturer.

Methods for Registration of Vehicles as Brand New

1) Registration and Deregistration Method

Registration and Deregistration Method for <u>Registered</u> Vehicles	
Requirements	<p>Vehicles imported via this method for registration as brand new in Singapore have to comply with the following:</p> <ul style="list-style-type: none"> a) The vehicle must be first registered as a new vehicle in a foreign country which adopts the higher or equivalent vehicle safety, exhaust emission and noise emission standards as Singapore; b) The vehicle has to be deregistered (or have its registration cancelled) within <u>14 days</u> of its first registration in the foreign country; and c) The vehicle must arrive in Singapore within <u>3 months</u> of its deregistration in the foreign country.
Documents	<ul style="list-style-type: none"> a) Original foreign registration and deregistration certificates issued by the country of export showing that the vehicle has been deregistered within <u>14 days</u> of its first registration in the foreign country (see item iv below); b) If the original registration or deregistration documents are retained by the authority of that country, then a certified true copy of the document by the respective motor vehicle licensing authority of that country or a notary public should be provided; c) Shipping bills of lading and the Singapore Customs inward cargo clearance permits showing the vehicle's arrival in Singapore within <u>3 months</u> from its deregistration overseas; d) Submission of other documents such as invoice, exhaust emission and noise emission test report, etc; e) For documents that are not presented in English, English translation from a qualified translator (e.g. the country's Embassy, Chamber of Commerce, etc.) must be submitted; and f) For vehicles registered and deregistered in Japan and the United Kingdom (UK), the acceptable registration and deregistration certificates are listed below.

Annex F
Page 2 of 6

Registration and Deregistration Method for <u>Registered</u> Vehicles		
	<p>For vehicles to be imported from countries other than Japan and the UK under this method, importers should submit the documents (which are to be used for registration to support brand-newness certification) for LTA's assessment <u>before</u> purchasing/importing the vehicles. This would help to ensure that all documents are in order and, hence, there would be no delay at the point of registration.</p>	
	UK	Japan
	<p>a) Original copy of Registration Certificate (V5C) issued by the Driver and Vehicle Licensing Authority (DVLA); and</p> <p>b) Original copy of the Notification of Permanent Export (V5C/4) issued by DVLA (or certified true copy by DVLA or a notary public), where its date of intended export must be within 14 days of the vehicle's registration and endorsement from DVLA is within 10 days from the date of intended export.</p>	<p>a) The original registration certificate issued by the Japan Ministry of Transport; and</p> <p>b) The original deregistration certificate issued by the Japan Ministry of Transport where the vehicle's registration cancellation is within <u>14 days</u> of its registration date.</p>

2) Certificate of Conformity (COC) Method

COC Method for <u>Unregistered</u> Vehicles		
Requirements	<p>a) Vehicles imported via this method shall not have been registered prior to their export, and they must arrive in Singapore within <u>3 months</u> from the:</p> <ul style="list-style-type: none"> • COC issue date or the date of manufacture certified by the vehicle manufacturer/authorised agent, whichever is later; or • Issuance of V308 document. <p>b) This method is applicable to vehicles manufactured in the European Community (EC). For vehicles manufactured and imported from other countries, importers should submit the documents (which are to be used for registration to support brand-newness certification) for LTA's assessment before purchasing/importing the vehicles. This would help to ensure that all documents are in order and, hence, there would be no delay at the point of registration.</p>	
Documents	<p>V308 Document from DVLA or Certification from Kraftfahrt-Bundesamt (KBA)</p> <p>a) Original COC issued by the vehicle manufacturer (for vehicles manufactured in the EC) with the following documents:</p> <p><u>Vehicles manufactured in UK</u></p> <p>i) Original V308 document issued by DVLA in UK where the vehicle must arrive in Singapore within <u>3 months</u> from its issue date; or</p> <p><u>Vehicles manufactured in Germany</u></p> <p>ii) Original certification issued by KBA, the German vehicle licensing authority, and the Certificate of Origin issued by the German Chamber of Commerce, where:</p>	<p>Vehicle newness certification from vehicle manufacturers or their authorised agents</p> <p>a) Original COC issued by the vehicle manufacturer (for vehicles manufactured in the EC);</p> <p>b) Original letter from the vehicle manufacturer or its authorised agent certifying that the vehicle is sold as brand new and has not been registered prior to its export. The letter should include the following vehicle details:</p> <ul style="list-style-type: none"> • Make/Model • Engine number • Chassis number • Date of manufacture • Country of manufacture

Annex F
Page 4 of 6

COC Method for <u>Unregistered</u> Vehicles	
	<ul style="list-style-type: none"> • the Certificate of Origin shows that the vehicle is manufactured in Germany; • the vehicle is exported from Germany within the <u>1-month</u> validity period of the KBA certification; • the vehicle must arrive in Singapore within <u>3 months</u> from the COC issue date; and • the vehicle undergoes an inspection certification by any LTA-Authorised Inspection Centres to certify that the vehicle is new to the best of its professional knowledge. <p>b) If the original documents are retained by the authority of that country, then a certified true copy of the document by the respective motor vehicle licensing authority of that country or a notary public should be provided;</p> <p>c) Submission of other documents such as invoice, bill of lading, Singapore Customs inward cargo clearance permit, emission test report, etc.; and</p> <p>d) For documents that are not presented in English, English translation from a qualified translator (e.g. the country's Embassy, Chamber of Commerce, etc.) must be submitted.</p>
	<p>c) If the certification letter is provided by an authorised agent, documents must be furnished to confirm that the vehicle dealer is an authorised agent of the vehicle manufacturer.</p> <p>Example of such documents are:</p> <ul style="list-style-type: none"> • Vehicle manufacturer sales booklet; or • Letter from the vehicle manufacturer or local distributor or any such documents as may be approved by the LTA confirming the dealer as an agent authorised to sell the particular brand of vehicles in the country. <p>d) Submission of other documents such as invoice, bill of lading, Singapore Customs inward cargo clearance permit, emission test report, etc.; and</p> <p>e) For documents that are not presented in English, English translation from a qualified translator (e.g. the country's Embassy, Chamber of Commerce, etc.) must be submitted.</p>

3) Completion Inspection Certificate (CIC) Method

CIC Method for <u>Unregistered</u> Vehicles	
Requirements	<p>a) Vehicles imported via this method shall not have been registered prior to their export, and they must arrive in Singapore within <u>3 months</u> from the CIC issue date.</p> <p>b) This method is applicable to Japanese manufactured vehicles imported from Japan. For vehicles manufactured and imported from other countries, importers should submit the documents (which are to be used for registration to support brand-newness certification) for LTA's assessment <u>before</u> purchasing/importing the vehicles. This would help to ensure that all documents are in order and, hence, there would be no delay at the point of registration.</p>
Documents	<p>a) Original CIC (Certificate of Transfer/Completion Inspection Certificate) issued by the authorised agent with equivalent English translation - for Japanese manufactured vehicles imported from Japan;</p> <p>b) Original letter from the vehicle manufacturer or its authorised agent with equivalent English translation (where applicable) certifying that the vehicle is sold as brand new and unregistered prior to its export. The letter should capture the following vehicle details:</p> <ul style="list-style-type: none"> • Make/model • Engine number • Chassis number • Date of manufacture • Date of vehicle leaving its showroom/warehouse <p>c) Documents to confirm the supplier of the vehicles is the authorised agent of the vehicle manufacturer:</p> <ul style="list-style-type: none"> • Original letter from the Japanese authorised agent with equivalent English translation declaring that it is an authorised agent of the vehicle manufacturer; and • Original letter from the local importer's supplier (the one taking over the vehicle from the authorised agent) to certify that the said agent is an authorised agent of the said vehicle manufacturer and the contents as conveyed in the authorised agent's letter and translation are true and accurate. This covering letter must be endorsed by the Japan Chamber of Commerce & Industry.

CIC Method for <u>Unregistered</u> Vehicles	
	<p>d) An approved independent third-party assessor's physical inspection and documentation verification with issuance of an Inspection Certificate that include the following certifications:</p> <ul style="list-style-type: none">• The inspected vehicle is deemed to be NEW (i.e. has not been previously registered in Japan) and was manufactured to Japanese Safety Standard for domestic use in Japan;• The original CIC document issued by the authorised agent as being authentic;• The corresponding English translation to be true and correct; and• The vehicle is deemed to be roadworthy. <p>e) Submission of other documents such as invoice, bill of lading, Singapore Customs inward cargo clearance permit, emission test report, etc.; and</p> <p>f) For documents that are not presented in English, English translation from a qualified translator (e.g. the country's Embassy, Chamber of Commerce, etc.) must be submitted.</p>

Registration Documents Checklist

- ☒ **Check against this list to ensure that you have all the necessary documents to register your car.**
- ☐ Documents to prove that the car complied with the vehicle safety standards
- ☐ Compliance certificate on exhaust emission and noise emission standards issued by the vehicle manufacturer confirming conformance to the prevailing exhaust emission and noise emission standards; or

Letter of certification from the vehicle manufacturer that the car complies with the prevailing exhaust emission and noise emission standards; or

Compliance certificate and test report issued by any of the LTA/NEA-recognised vehicle testing laboratory confirming conformance to the prevailing exhaust emission and noise emission standards
- ☐ Documents showing that the car's CO₂ and fuel/electric energy consumption data was tested in accordance with WLTP-Europe [Commission Regulation (EU) No. 2017/1151] or WLTP-Japan [TRIAS 08-002-02]
- ☐ Documents to show the car's MPO data as measured in accordance with the UN ECE Regulation No. 85 or Japanese Industrial Standard D 1001
- ☐ Letter of No Objection (LNO) issued by LTA for OBU Compliance
- ☐ [For electric vehicles only] Documents required in **Annex E**
- ☐ Documents to prove that the car is new or has never been registered for use (for new car) or foreign vehicle registration documents (for used car)
- ☐ Original registration, deregistration and export documents from the foreign country if the car has been registered as a new vehicle in a foreign country which adopts a higher or equivalent vehicle safety, exhaust emission and noise emission standards as Singapore; deregistered within 14 days of its registration in the foreign country for export to Singapore and arrived in Singapore within 3 months from its deregistration in a foreign country
- ☐ Technical specifications of the car if it is a new make or model previously not imported into Singapore
- ☐ Original Manufacturer/Purchase Invoice
- ☐ Bill of Lading
- ☐ Application for Registration and Licensing of a Motor Vehicle (Form R01)/Off-Peak Car (Form R01A)

Registration Documents Checklist

- ☐ Original⁵ identification document of vehicle owner (e.g. NRIC for Singaporean and PR or Employment/Immigration pass card for foreigner)
 - ☐ Approval letter with VAC
 - ☐ Temporary COE (TCOE)
 - ☐ Valid Motor Insurance Cover
 - ☐ Notice of Retained/Bid Vehicle Registration Number (if any)
 - ☐ Notice of PARF/COE rebates (if any)
 - ☐ Approval letter from the relevant authorities, if the car is to be registered under a special scheme (if any)
 - ☐ Inward Cargo Clearance Permit
 - ☐ Payment of applicable fees by NETS or SGQR PayNow only
-

Printing date: 3 December 2024

The information contained in this handout is current at the time of printing.
It is subject to change as may be required by the LTA or other relevant authorities.

⁵ Physical NRIC or long-term pass card or Digital Identity Card (Digital IC) launched via the Singpass app. Images or videos of the identity card/pass/Digital IC will not be accepted.