

Vocational Licence (VL) Application User Guide

- Taxi Driver's Vocational Licence (TDVL)
- Private Hire Car Driver's Vocational Licence (PDVL)

Documents to prepare before proceeding with below application

- 1) Copy of colored NRIC (front and back)
- 2) Passport-sized photo
- 3) Education certificates to show proof of ability to speak and read basic English
 - At least a D7 grade or equivalent in English for GCE "O"/"N" Level. OR
 - At least a Level 3 pass in the Listening, Reading and Speaking modules of the Workplace Literacy and Numeracy (WPLN) assessments. (Please visit British Council website to find out how to take the test.)
- 4) Non-refundable application fee of \$40 (acceptable mode: credit card/debit card/PayNow)

Step 1: Visit GoBusiness (GB) Portal (www.gobusiness.gov.sg) and login with your SingPass or Login ID.



Welcome to GoBusiness

Log in to GoBusiness Dashboard
Apply for or manage your licences & accreditations.

Users with no registered Unique Entity Number (UEN)
[Log In for Individual Users](#)
[Register for a foreign user account](#)

Users with a registered UEN
[Log In for Business Users](#)
[For foreign entities: Register for a Foreign Corpass account](#)

Need Help? [Read our FAQ](#)

Step 2: Upon successful login, go to "Licences", and click "Apply Licences".

Welcome

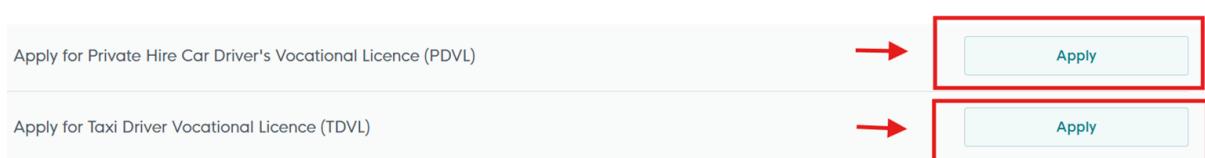
Quick Links [Early Access](#)
For Taxi & PHV Drivers, Bus Attendants and Se [Verify Licence](#)

Apply / Renew your Taxi, Private Hire Car or Bus Vocational Licences or submit your medical report.
* Please use a computer

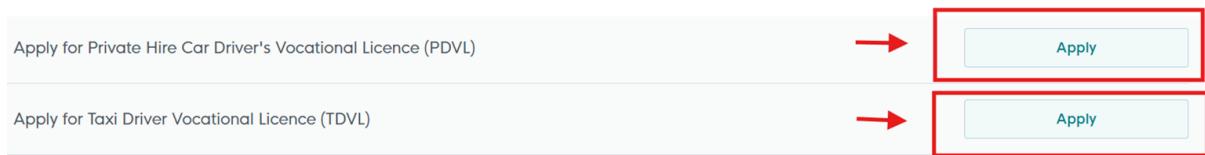
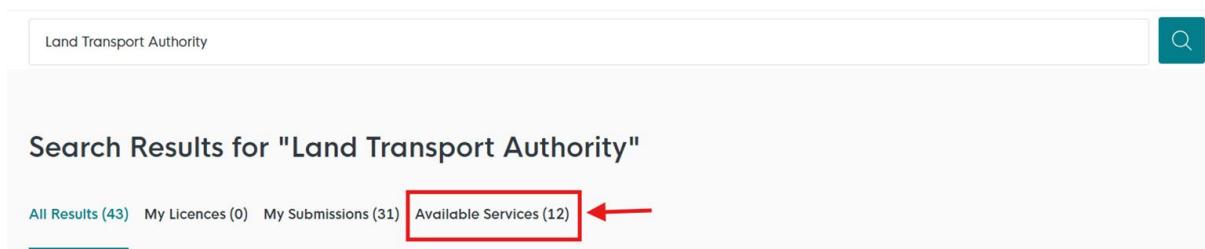
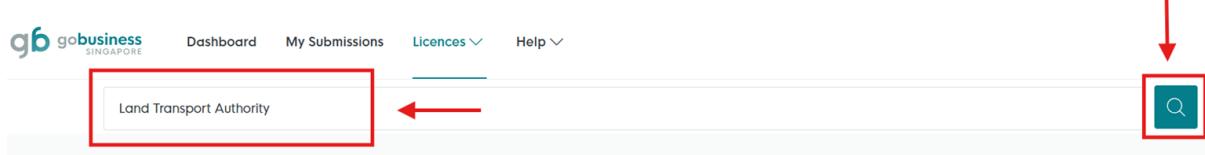
Renew or Submit Medical Report

Looking to apply for a Security Officer's Licence?
[Apply for a SO Licence](#)

Step 3: Scroll down the list of government agencies and look for “Land Transport Authority”. Click on the drop-down list to locate “Apply for Taxi Driver’s Vocational Licence (TDVL)” or “Apply for Private Hire Car Driver’s Vocational Licence (PDVL)”. Click “Apply” to proceed.



***Alternatively, you may use the search function to find Land Transport Authority. Select “Available Services”, scroll down to search for TDVL/PDVL and select “Apply”*



Step 4: Read the details of TDVL or PDVL. Click “Apply” when ready to proceed.

Apply for Taxi Driver Vocational Licence (TDVL)

Licences (New) • LTA

Apply

Details

Taxi Driver's Vocational Licence (TDVL) holders are allowed to provide chauffeured services using either a taxi or a private hire car. On the other hand, Private Hire Car Driver's Vocational Licence (PDVL) holders are allowed to provide chauffeured services using a private hire car only.

A Digital LTA Vocational Licence (Digital LTA VL) will be issued on the Singpass app after completing your vocational licence test, replacing the need for a physical card. If you still wish to own a physical card, you can apply for one on GoBusiness only after you have been issued with a Digital LTA VL.

Please refer to our OneMotoring website for more details.

Note: Only Singapore citizens are eligible to apply for a TDVL/PDVL. Non-Singaporean applications will NOT be accepted.

Fees and additional information

Fee

A non-refundable application fee of \$40 is payable upon submission of all documents.

Apply for Private Hire Car Driver's Vocational Licence (PDVL)

Licences (New) • LTA

Apply

Details

Taxi Driver's Vocational Licence (TDVL) holders are allowed to provide chauffeured services using either a taxi or a private hire car. On the other hand, Private Hire Car Driver's Vocational Licence (PDVL) holders are allowed to provide chauffeured services using a private hire car only.

A Digital LTA Vocational Licence (Digital LTA VL) will be issued on the Singpass app after completing your vocational licence test, replacing the need for a physical card. If you still wish to own a physical card, you can apply for one on GoBusiness only after you have been issued with a Digital LTA VL.

Please refer to our OneMotoring website for more details.

Note: Only Singapore citizens are eligible to apply for a TDVL/PDVL. Non-Singaporean applications will NOT be accepted.

Fees and additional information

Fee

A non-refundable application fee of \$40 is payable upon submission of all documents.

Step 5: You should see the correct type of VL (TDVL/PDVL) you are applying for at the top of this page. Please ensure you are applying for the correct VL. From step 6 onwards, the process to apply for a TDVL or PDVL is the same.

You are applying for Taxi Driver's Vocational Licence (TDVL) (LTA)

All fields are mandatory unless stated as optional. Please note that processing time may be delayed if incomplete or inaccurate information is submitted.

⌚ Estimated 20 min to complete

You are applying for Private Hire Car Driver's Vocational Licence (PDVL) (LTA)

All fields are mandatory unless stated as optional. Please note that processing time may be delayed if incomplete or inaccurate information is submitted.

⌚ Estimated 20 min to complete

Step 6: Under "General Information" > "Profile", select I am applying "as an applicant" if you are applying for your own VL or "on behalf of applicant" if you are applying on behalf of someone else.

For Self-Application, continue with **step 6a**.

STEP 1

General Information

Review and fill the following details for application.

Profile

I am applying

As an applicant



On behalf of applicant

For Application on behalf, continue with step 6b.

STEP 1

General Information

Review and fill the following details for application.

Profile

I am applying

As an applicant

On behalf of applicant



Step 6a: <For Self-Application> Under “Applicant Detail”, verify the auto-populated details. Complete the remaining fields – “Salutation”, “Email” and “Contact Number”. To proceed, click “Application Details”, then proceed to **step 7**.

Applicant Detail

Salutation	<input type="text" value="Select"/>
Name	<input type="text" value="Default User"/>
ID Type	<input type="text" value="NRIC"/>
ID No.	<input type="text" value="_____"/>
Email	<input type="text" value="defaultuser@gmail.com"/>

Contact Number

+65
▼
9123 4567

Address

Postal Code

🔍
Retrieve Address

Block/House No.

▼

Street Name

▼

Floor/Level ⓘ (Optional)

Unit (Optional)

Building Name

▼

🔍
Reset Address

Save Draft
Application Details →

Step 6b: <For Application on behalf> Under “Applicant Detail”, fill up all the details of the applicant whose VL will be issued to. Under “Filer Detail”, fill up the details of the person applying on behalf. To proceed, click “Application Details”, then proceed to **step 7**.

Applicant Detail

Salutation

Select

Name

ID Type

Select

Email

Contact Number

+65
▼
E.g. 8123 4567

Address

Postal Code

🔍
Retrieve Address

Block/House No.

Street Name

Floor/Level ⓘ (Optional)

Unit (Optional)

Building Name

Filer Detail

Salutation

Name

ID Type

ID No.

Email

Contact Number

+65 9123 4567

Save Draft **Application Details →**



Step 7: Read the General Guidelines for VL Applicants.

General Guidelines for Vocational Licence (VL) Applicants

1. The application fee of \$40 is non-refundable.
2. Please do not apply for a vocational licence if:
 - Applicant has a suspended or disqualified driving licence
 - Applicant is an existing vocational licence holder but whose VL is currently suspended or revoked
 - Applicant currently has an on-going investigation case

In general, those who have committed serious offences (including rape, murder or kidnapping) will be barred for life. For less serious offences (including housebreaking and cheating), applications will be barred from consideration for a VL for a certain period after the date of conviction.

3. Applicants are required to pass a medical examination and attend the respective training courses.
4. The application approval is at the sole discretion of LTA.

For more information, please visit <https://onemotoring.lta.gov.sg>

Please refer to the [Application Guidelines and Requirements](#) before completing the form.

Step 8: Under “Additional Applicant Particulars”, fill up all the mandatory fields.

Note:

- For DOB and Driving Licence Issue date, you may enter the dates manually in the following format “DD/MM/YYYY”.
- Applicants are required to hold a valid Class 3/3A Singapore Driving Licence for **at least a continuous period of one year** at the point of application

Additional Applicant Particulars

Citizenship

Singaporean



Date of Birth

DD/MM/YYYY



Marital Status

Single
 Married

Sex

Male
 Female

Race

Chinese



Education Level

Select



Driving Licence Issue Date

Note: Driving Licence issued date is at the back of Driving Licence.

DD/MM/YYYY



Step 9: Complete your declaration.

Declaration

Have you ever been convicted in a court of law in Singapore?

Yes
 No

Has your driving licence ever been disqualified / suspended?

Yes
 No

Step 10:

Step 10a: Under “Identification Document”, click on the “cloud” button to upload your identification documents (ie. a copy of your colored NRIC – front and back).

Identification Document

Click "Add" after uploading a file.



Identification Document

Only 1 file at 5 MB or less.

File name must have no more than 130 characters and no spaces. Only letters (a-z), numbers (0-9), underscores (_), and hyphens (-) are allowed.

Drop a file here or click to upload



Step 10b: A document link should appear below with a green check message.

Identification Document

Click "Add" after uploading a file.

Identification Document

Only 1 file at 5 MB or less.

File name must have no more than 130 characters and no spaces. Only letters (a-z), numbers (0-9), underscores (_), and hyphens (-) are allowed.

[blank.jpg \(55.5 KB\)](#)

Uploaded



Step 10c: To complete the upload of document, click on "Add" below.

Identification Document

Click "Add" after uploading a file.

Identification Document

Only 1 file at 5 MB or less.

File name must have no more than 130 characters and no spaces. Only letters (a-z), numbers (0-9), underscores (_), and hyphens (-) are allowed.

[blank.jpg \(55.5 KB\)](#)

Uploaded

Add



Step 10d: You should see the document successfully uploaded below.

Click "Add" after uploading a file.

Identification Document

Only 1 file at 5 MB or less.

File name must have no more than 130 characters and no spaces. Only letters (a-z), numbers (0-9), underscores (_), and hyphens (-) are allowed.

Drop a file here or click to upload

Add

Identification Document

[blank.jpg](#)



Step 10e: Repeat **steps 10a to 10d** for upload of other documents such as passport size photo, education certificates and other supporting documents (where required). (**Note: For education

(certificates retrieved from MySkillsfuture portal, please ensure full name and NRIC are captured in your submission.)

Step 11: Inputs remarks (if any)

Remarks

Remarks (Optional)

0/100

Step 12: Under “Acknowledgement”, read the declaration message, then check on “Yes” and click “Review Form” to proceed.

Acknowledgement

I declare that I have fully met the requirements of the vocational licence for which I am applying. The information given here is true to the best of my knowledge and I have not willfully suppressed any material fact. I understand that any false declaration may render my application invalid, or if already granted a licence, may result in licence revocation.

I hereby acknowledge the above mentioned

Yes 

 **Review Form**

Step 13: Review your details provided under “Review Form”. Once done, click on “Declaration”.

Remarks

Remarks

-

Acknowledgement

I declare that I have fully met the requirements of the vocational licence for which I am applying. The information given here is true to the best of my knowledge and I have not willfully suppressed any material fact. I understand that any false declaration may render my application invalid, or if already granted a licence, may result in licence revocation.

I hereby acknowledge the above mentioned

- Yes

[← Back to Edit](#)

[Declaration →](#)



Step 14: Read through the declaration. Check on the declaration box and click on “Make payment”.

STEP 4

Declaration

Please scroll to read and acknowledge the following clauses.

General Declaration

I declare that all the information given in this application form is true and correct.

I am aware that legal action may be taken against me if I had knowingly provided false information.

I agree that in any legal proceedings, I shall not dispute the authenticity or accuracy of any statements, confirmations, records, acknowledgements, information recorded in or produced in this application.

Taxi Driver's Vocational Licence (TDVL) (LTA)

I declare that I have fully met the requirements of the vocational licence for which I am applying. The information given here is true to the best of my knowledge and I have not willfully suppressed any material fact. I understand that any false declaration may render my application invalid, or if already granted a licence, may result in licence revocation.

hereby declare that all of the above is true.



[← Review Form](#)

[Make Payment →](#)



Step 15: Proceed with the on-screen instruction to make payment using a credit card, debit card or PayNow QR code.

Payment

Please review your fees and make payment.

DESCRIPTION	GST	AMOUNT
Taxi Driver's Vocational Licence (TDVL)		
Application Fee	–	\$40.00
	Subtotal	\$40.00
	Amount Payable	\$40.00

Payment method

Please choose a payment method.



[Credit/Debit Card →](#)



[PayNow QR →](#)

<<End>>