

Vehicle & Transit Licensing Group
10 Sin Ming Drive Singapore 575701
Tel: 1800 – CALL LTA (1800 – 2255 582) Fax: (65) 65535329
BTR-F-SPS-V00

APPLICATION FOR SINGAPORE PUBLIC SERVICE VEHICLE (PSV) LICENCE FOR ASEAN MEMBER COUNTRY REGISTERED BUS TO OPERATE SCHEDULED SERVICE IN SINGAPORE

This form may take you 20 minutes to complete.

You will need the following document (s) for the application. (where applicable)

1. Application letter from operator. (Note: indicate Malaysia States for the stopping points)
2. Confirmation letter from Lembaga Pelesenan Kenderaan Perdagangan (LPKP) to state the no. of buses and route approved and that they have no objection to the extension of express bus service to Singapore.
(Copy in English-translation required)
3. Map of proposed location as passengers' pick up / set down point in Singapore.
4. Letter of consent from the owner to use land / parking lots as passengers' pick up / set down point in Singapore.
5. Map route taken from Malaysia to Singapore (In A4 size and to indicate Malaysian States)
6. Letter of appointment of ticketing agent in Singapore.
7. Letter of acceptance by ticketing agent in Singapore.
8. Latest copy Business Profile Information from Accounting & Corporate Regulatory Authority (ACRA) of ticketing agent in Singapore.
9. Copy of operator's Memorandum & Articles of Association.

For every route

1. Singapore PSV Licence application form.

For every bus

1. Certified true copy endorsed by LPKP on the fare table and operating schedule.
2. Bus Licence (Lesen Bas) issued by LPKP to operate express bus service. (Copy in English-translation required)
3. Vehicle Registration Cards, front and back
4. Insurance certificate
5. Initial inspection result. (Forms 11a & 13b)

Please note the following:

1. This form is for the application of Singapore PSV Licence which is required for a bus registered in an ASEAN member country other than Singapore to operate scheduled bus service between Singapore and an ASEAN member country.
2. This form is to be duly completed and submitted with the photocopies of the vehicle registration cards for each of the bus applied. Please attach a separate sheet if the space provided in the application form is insufficient.
3. A separate application is required for a different scheduled service/route.
4. If the application is approved, the Singapore PSV Licence issued, shall be based on the operating details declared in this form. The licensee is required to comply with the conditions attached to the licence.
5. The driver or conductor of the omnibus is required to have a valid vocational licence issued by the Registrar of Vehicles, Singapore when driving or acting as a conductor of the vehicle.
6. The driver or conductor of inter-state express bus service is required to have a valid vocational licence or its equivalent issued by Malaysian authority when driving or acting as a conductor of the vehicle.
7. Please send or fax this application form to:
Bus & Taxi Regulation Division
Land Transport Authority
10 Sin Ming Drive
Singapore 575701
Fax No: 6553 5329
8. Please ensure that your contact details are correct, as you will be informed when your PSV Licences are ready for the collection.

Section A - Type of Application (Please tick where applicable.)

Application for a new route	<input type="checkbox"/>
Application for amendment of existing route	<input type="checkbox"/>
Renewal of existing route	<input type="checkbox"/>
Application for additional bus to operate existing route	<input type="checkbox"/>
Application for duplicate licence	<input type="checkbox"/>
Others, Please State : _____	<input type="checkbox"/>

Section B - Particulars of Applicant

NRIC No./Business Reg. No.:		
Name of Registered Owner:		
Registered Address of Applicant/Registered Address of Business (as in Accounting & Corporate Regulatory Authority):		
Contact Number:		Fax Number:
Email Address:		

Section C - Particulars of Authorised Agency/Person

I authorised the following agency/person to submit this application on my behalf:

NRIC No./Business Reg. No.:		
Name of Authorised Agency:		
Name of Authorised Person:		
Registered Address of Applicant/Registered Address of Business (as in Accounting & Corporate Regulatory Authority):		
Contact Number:		Fax Number:
Email Address:		

Section D - Detail of Buses

I wish to apply for a Singapore PSV Licence for each of the following buses to operate a scheduled service in Singapore:

	<u>Vehicle No.</u>	<u>Chassis No.</u>	<u>Standing Capacity</u>	<u>Seating Capacity</u>
1				
2				
3				
4				
5				
6				
7				
8				
9				
10				
11				
12				
13				
14				

Section E - Details of Operating Route

The buses would operate along the route and stop to pick up and set down passengers at points as stated below:

Origin:				
Destination(s):				
Operating Route: (in Singapore & ASEAN member country)	<u>Forward Direction</u>		<u>Return Direction</u>	
Passenger pick-up / set-down points: (in Singapore)				
Passenger pick-up / set-down points: (in ASEAN member country)				
Days of Operation: (eg. Mondays-Fridays, daily etc)				
Scheduled Departure Times:				
Fares:	<u>From</u>	<u>To</u>	<u>Adult Fare</u>	<u>Child Fare</u>

Section F - Declaration

I declare that the above information furnished by me or my agent is true to the best of my knowledge and belief and I have not wilfully suppressed any materials facts. I understand that a false declaration constitutes an offence under Section 129(1)(a) of the Road Traffic Act and will render me liable to disqualification, suspension or revocation (if a licence has been issued) and/or legal proceedings. I will also abide by the conditions as specified in the application form.

Conditions of Licence

1. The licence issued will continue in force until the end of the licence period stipulated, unless suspended or revoked under the provision of the Road Traffic Act or Road Traffic (Public Service Vehicles) Rules.
2. The licence issued shall be carried on the vehicle at all times and shall be produced on demand by the Registrar of Vehicles or an authorised officer.
3. The maximum number of adult passengers that may be conveyed by the vehicle shall not exceed the number stipulated in the licence issued.
4. The vehicle shall not be used on any route except the route stipulated in the licence issued.
5. The vehicle shall not be used to take up or set down passengers at any place along the stipulated route except at stopping places stipulated in the licence issued.
6. The licensee shall seek the Registrar of Vehicles' prior approval if he intends to use the bus to operate any service different from that stated in the application form.
7. The licensee shall inform the Registrar of Vehicles on withdrawal of the bus service.
8. The licensee shall submit information upon the request of the Registrar of Vehicles within one week or such other longer period as may be determined by the Registrar of Vehicles. This includes ridership, operating statistics, revenue and cost information etc.
9. The licensee shall investigate and respond to passenger feedback/complaint on bus services promptly or, if this is not possible, within the timeframe stipulated by the Registrar of Vehicles.
10. This licence shall be deemed as invalid if the ASEAN PSV Permit issued to the vehicle is suspended or revoked.
11. This licence is non-transferable.

IF THE VEHICLE OR LICENSEE CONTRAVENES ANY OF THE CONDITIONS OR PROVISIONS IN THE ROAD TRAFFIC ACT, ROAD TRAFFIC (PUBLIC SERVICE VEHICLES) RULES OR OTHER GOVERNING LAW, THE DRIVER/OWNER MAY BE LIABLE TO FINE, IMPRISONMENT OR BOTH AND/OR SUSPENSION OR REVOCATION OF THE LICENCE.

REGISTRAR OF VEHICLES, SINGAPORE

Applicant's signature

Company Stamp (if applicable)

Date

* Delete if inapplicable