APPLICATION TO LAY-UP A VEHICLE / CHANGE OF GARAGE ADDRESS FOR LAID-UP VEHICLE

Impo	rtant: Please refer to the back of this form	for documents	to be su	ubmitted	, and the	policy or	n the co	ollectio	on an	d usa	age o	f pers	onal da	ıta.			
Veh	cle Registration Number:			- [-									
Veh	cle Chassis Number:									_							
Nan	e of Vehicle Registered Owner:									_ Cc	onta	ct Nu	mber:				
	ne Registrar of Vehicles: We wish to lay-up this vehicle and apply for	exemption fro	m payme	ent of ro	ad tax for	one yea	ır (or an	ny sho	orter p	perio	d tha	t the F	egistra	ır may d	etermine)		
	t Date:																
(Ple	ase note that the lay-up start date will	commence th	ne day a	after LT	A's appr	oval da	te)										
Gara	nge Address of Vehicle (please tick "	" where app	olicable):													
	Vehicle will be garaged at:					Gar	age ac	ddres	s of	vehi	icle v	vill be	chan	ged to:			
											Sir	igapo	re Pos	ital Cod	de()
* / '	Ve declare that * I / we:																
•	Have read and understood all the terms a	and conditions	listed be	low, an	d shall un	dertake t	to abide	e by th	nem.								
•	The second that the made day for the																
	Have ensured that the particulars furnished	ed in this appli	cation ar	nd other	supportin	g docum	nents ar	re true	e and	l corr	ect to	the b	est of '	່ my / ວເ	ur knowledg	je.	
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*Delete where inapplicable. #NRIC: Singaporeans, Singapore PRs / FIN No.: Foreigners

Instructions

Please submit the following with your application form (duly completed):
Fee of S\$23.98 (inclusive of GST) for each application to lay-up a vehicle. This fee is not refundable
Original NRIC (Singaporeans and Singapore PRs) or Employment / Immigration pass card issued by MOM or ICA (Foreigners) of the registered owner or authorised manager of the company
Original NRIC (Singaporeans and Singapore PRs) or Employment / Immigration pass card issued by MOM or ICA (Foreigners) of the submitter
Authorisation document from the registered owner for this application (if applicable)
If the vehicle is to be garaged within Singapore, and the premises is a private property not belonging to the vehicle owner or submitter
Approval letter from premises owner / relevant authority permitting the vehicle to be garaged at their premises throughout the lay-up period
Original/photocopy NRIC of the premises owner, or original/photocopy Tenancy Agreement
If vehicle is to be garaged in Malaysia
Letter from workshop confirming that the vehicle is to be garaged at their premises for repair purposes

Consent for collection, use and disclosure of personal data

You consent to us collecting from and/or disclosing to any other Government agency or public authority, and/or using, your personally identifiable data, including those that you have provided in this application, so as to serve you in an efficient and effective way.

In addition, you consent to us collecting from and/or disclosing to any person (whether a natural person or a body corporate), and/or using, your personally identifiable data (i) where such person has been authorised to carry out any specific service on behalf of the Government or a public authority; (ii) in accordance with legislation under our purview to enable us to perform our functions or duties; (iii) to comply with any order of court; (iv) to comply with any written law; (v) to enable a Town Council to enforce, investigate and/or prosecute an offence under its purview; (vi) for the purpose of any legal proceeding involving any motor vehicle, power-assisted bicycle and/or personal mobility device registered with us; or (vii) for the purpose of taking any action against any person for the breach of any of our terms and conditions.

Data provided to us may be used for verification and record of your personal particulars, including comparing with information from other sources, and may be used to communicate with you.