

### APPLICATION FORM FOR CONVERSION TO COE NON-EXEMPTED SCHEME

This form may take you 10 minutes to fill in. You will need the following to fill in the form:

- . Vehicle Registration Number
- . Road Tax Expiry Date
- . Particulars of Registered Owner
- . Particulars of Submitter
- . New COE No.
- . PARF/COE Rebate Certificate No. (if applicable)
- . Particulars of Director / Partner / Sole-Proprietor / Manager if the vehicle is registered in the name of a Company / Business / Limited Liability Partnership / Limited Partnership / Club / Association / Organisation

**VEHICLE REGISTRATION NUMBER**  -  -

**FIRST DATE OF REGISTRATION**  (DD/MM/YYYY)

**ROAD TAX EXPIRY DATE**  /  /   
(day) (month) (year)

#### SECTION A - PARTICULARS AND DECLARATION BY REGISTERED OWNER

\*NRIC (Singaporean and Singapore PRs) / FIN (Foreigners) / ACRA Certificate No. / UEN No. of Registered Owner

Name of Registered Owner : \_\_\_\_\_  
(as in \*NRIC / Employment/Immigration Pass Card / ACRA Certificate)

10 yrs COE OR Pro-rate COE for (Please Tick) :  5 yrs  6 yrs  7 yrs  8 yrs  9 yrs

Additional Registration Fee (ARF) Payable \$

New COE No.  Quota Premium \$

PARF/COE Rebate Certificate No. 1  Total COE Rebate Used \$   
(if applicable)

2  Total PARF Rebate Used \$   
(if applicable)

3

4

5

a) \*I / We hereby authorise \_\_\_\_\_ (Name of Electronic Service Agent) as \*my / our agent to file this application and all other relevant documents to LTA on \*my / our behalf.

b) \*I / We hereby declare that in making this application, \*I am / We are fully aware and understand that the pro-rated COE applied for this vehicle would not be renewable and the vehicle has to be de-registered upon the expiry of the pro-rated COE.

c) \*I / We hereby declare that in making this application, \*I am / We are fully aware and understand that, should the vehicle not be de-registered before it is more than 10 years old, any PARF rebate, if applicable, will be forfeited. (Other PARF conditions will apply.)

d) \*I / We hereby declare that the particulars and documents furnished in this application are true and correct to the best of \*my / our knowledge and belief.

e) \*I / We consent to the collection, use and disclosure of \*my / our personal data to a 3rd party as per Note 1 below.

f) \*I / We hereby authorise the submitter named in Section B to submit this application together with \*my / our original \*\*NRIC/FIN/Company Certificate to LTA.

\* Delete where inapplicable  
\*\* For vehicle registered in the name of non-individuals (eg company/business, etc)

+ NRIC No.: For Singaporeans and Singapore PRs  
FIN: Foreigners with Employment/Immigration Pass Card issued by the MOM or ICA  
^ 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.

Signature of Registered Owner / Authorised Person \_\_\_\_\_ Date \_\_\_\_\_

\*\* Name of Director/ Manager/ Sole-proprietor/ Partner : \_\_\_\_\_

\*\*+ NRIC/FIN No. : \_\_\_\_\_

Contact No. : \_\_\_\_\_

#### SECTION B - PARTICULARS OF SUBMITTER

Name of Authorised Submitter : \_\_\_\_\_ \*NRIC / FIN No. : \_\_\_\_\_

Name of Company (if applicable) : \_\_\_\_\_ Contact No. : \_\_\_\_\_

Signature : \_\_\_\_\_

+ NRIC No.: For Singaporeans and Singapore PRs  
FIN: Foreigners with Employment/Immigration Pass Card issued by the MOM or ICA

**Note:**  
1 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.