Land Transport 💡 Authority

19 September 2017

Our ref TVLS/09/01

Your ref

DID   6553 5421   Fax   6553 5329

Please see Distribution List

All Motor Vehicle Dealers / Importers

All Electronic Service Agents

Dear Sir/ Madam

Conversion and Ownership of Private Hire Cars

With effect from 1 October 2017, individuals who conduct business under their names can own a private hire car (PHC) without the need to register a business entity with the Accounting and Corporate Regulatory Authority (ACRA). Those who wish to operate under a business entity would have to continue to register with ACRA.

2.   Vehicle owners can now login to their eServices@ONE.MOTORING account using SingPass/CorpPass (via www.OneMotoring.com.sg) to convert their vehicle into or out of the PHC scheme. This is part of LTA's continuous efforts to promote eServices for greater convenience and to enhance customer experience.

3.   The following conversion transactions are available online:
   i)   Private Hire (self-drive) cars to Private Hire (chauffeur-driven) cars and vice versa;
   ii)   Individually-owned private cars to Private Hire (self-drive) cars and vice versa;
   iii) Individually-owned private cars to Private Hire (chauffeur-driven) cars and vice versa;
   iv)   Company-owned passenger cars to Private Hire (self-drive) cars and vice versa; and
   v)   Company-owned passenger cars to Private Hire (chauffeur-driven) cars and vice versa.

4.   An administrative fee of $100 is payable for **each** conversion into or out of the PHC scheme. This fee is to recover regulatory costs.

5. With the implementation of online services, LTA will no longer accept applications for conversions at our counters from 1 October 2017. This new online service will replace the need for applicants to submit hardcopy application forms. There is similarly no requirement for vehicle owners to submit a hardcopy of a conversion application made through their eServices@ONE.MOTORING account.

6. The table below summarises the ownership, types of vehicles and their usage:

Vehicle Class and Body Codes	Ownership	Usage
Private hire (Self-drive) motor cars/station wagons R10, R11, R16, R17	Individuals or Businesses	Car is registered under individuals or businesses. Car is rented out to customers who drive the car for personal use.
Private hire (Chauffeur) motor cars/station wagons Z10, Z11, Z16, Z17	Individuals or Businesses	Car is registered under individuals or businesses. Car may be hired out with a chauffeur/driver to convey passengers for hire and reward. Car may also be rented out to customers who drive the car for personal use.
Passenger (Private) cars P10, P11, P16, P17	Individuals only	Car is registered under individual's name for personal use.
Passenger (Company) cars N16, N17, N18, N19	Businesses only	Car is registered under a business for the company's use. Not for carriage of passengers for hire and reward.

7.   Regardless of intended vehicle usage for Private Hire (chauffeur-driven) cars, owners need to ensure that the vehicles are affixed with a pair of tamper-evident decals. The decals can be affixed at any LTA authorised inspection centres (i.e. VICOM/STA/JIC) at $20. Private Hire (chauffeur-driven) cars must also be adequately insured to be used to provide paid chauffeured services.

8.   Drivers who provide paid chauffeured services using Private Hire (chauffeur-driven) cars must also hold a valid Private Hire Car Driver's Vocational Licence (PDVL).

9.   Please bring the contents of this circular to the attention of your members and staff.

Yours sincerely

JENNY TEO (MS)
DEPUTY DIRECTOR
TAXI & VOCATIONAL LICENCE SERVICES

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