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10 Sin Ming Drive Singapore 575701  
Tel: 1800 – CALL LTA (1800 – 2255 582) Fax: (65) 65535329

21 January 2019

Please see Distribution List  
All Motor Dealers  
All Electronic Service Agents

VRL/01/2019  
Our ref LTA/VR&L/V43.054.000  
Your ref  
DID Fax 65535329

Dear Sir / Madam

**Auto-Conversion of Private Hire Car to Normal Scheme Upon Temporary Transfer**

Arising from representations by the Singapore Vehicle Traders Association, we are pleased to announce that from **21 January 2019** (Monday), Private Hire Cars (PHCs) that are temporarily transferred to Electronic Service Agents (ESAs) will be automatically converted to Normal scheme upon successful temporary transfer of the vehicle. This will eliminate the need for the owners of PHCs to convert their cars to Normal scheme before selling them to their dealers.

The conversion fee of \$100 will be deducted together with the temporary transfer fee via the ESA's GIRO account once the transfer is confirmed by the ESA.

You need to take note of the following important information:

1. ESAs must remove and dispose of the PHC decals, if any, immediately upon the conversion; and
2. The vehicle registration numbers with SZ-series will be replaced with vehicle registration numbers in the Normal scheme upon the successful conversion. Please change the vehicle registration number plates on the cars to reflect the new registration numbers assigned to the car within 3 calendar days from the date of conversion.

Please bring the contents of this circular to the attention of your members and staff accordingly. Thank you.

Yours faithfully



Ng Lay Choo (Ms)  
Deputy Director  
VRL Service Operations Division  
Vehicle Services Group