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8 January 2020

Please see Distribution List

All Motor Dealers/Importers

All Electronic Service Agents

VRL/02/2020
Our ref LTA/VR&L/V43.054.000
Your ref
ref
DID 65535462 Fax 65535329

Dear Sir / Madam

Online Certificate of Entitlement (OCOE) Open Bidding System – Reminder to use only the Unique Entity Number (UEN) of Companies/Businesses for Bidding

Please refer to our circular no. VRL/17/2019 of 3 October 2019.

We would like to remind motor dealers to use the UENs of companies/businesses when bidding for Certificates of Entitlement (COEs) on their behalf. The UENs are to be of one of the following formats:

UEN Type	Issued To	UEN Format	Description
A	Businesses registered with ACRA ¹	nnnnnnnnX (9 characters)	‘n’ = a number ‘P’ = an alphabetical letter ‘Q’ = an alpha-numeric digit ‘PQ’ = Entity-type ²
B	Local companies registered with ACRA ¹	yyyynnnnX (10 characters)	‘Tyy’ / ‘Syy’ / ‘yyyy’ = year of issuance ³ ‘X’ = a check alphabetical letter For example, the UEN for a Limited Liability Partnership (LLP) formed on 1 January 2009 could be ‘T09LL0001B’.
C	All other entities which will be issued new UEN	TyyPQnnnnX (10 characters)	

Companies can no longer submit bids using non-UEN-format IDs, such as C-prefix and V-prefix IDs, IDs of Limited Liability Partnerships, etc.

There is no change to the submission of bids from individuals.

¹ No change from existing ACRA Registration Number

² E.g. ‘LL’ = ‘Limited Liability Partnership’

³ ‘T’ represents ‘20’, ‘S’ represents ‘19’ and ‘R’ represents ‘18’ (e.g. T08 means year 2008, S99 means year 1999 and R00 means year 1800)

For more information on UEN, please visit www.uen.gov.sg > About UEN.

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

Yours faithfully



Cheryl Tan Twan-Lyn (Ms)
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Vehicle Quota & Registration Division
Vehicle Services Group