

10 Sin Ming Drive Singapore 575701

27 January 2025

All Motor Vehicle Dealers / Importers

Our ref VRL/01/2025

All Electronic Service Agents

Dear Sir/Madam

Changes to Lay-up Application Process for PARF-Eligible Vehicles via LTALink

With effect from 27 January 2025, vehicles that are eligible for Preferential Additional Registration Fee ("PARF") rebates cannot be laid up via LTALink without LTA's prior approval.

A car that is eligible for PARF rebates will lose its eligibility for it if it is laid up. To prevent any erroneous lay-up resulting in forfeiture of a car's PARF eligibility, Electronic Service Agents ("ESAs") who wish to lay up their PARF-eligible vehicle(s) must submit a request in writing via www.lta.gov.sg/feedback at least **7 working days** before the intended lay-up date. The request must be made on the company letterhead, endorsed by a Director and include the reasons for laying up the vehicle, acknowledgement on the forfeiture of the vehicle's PARF rebate eligibility once it is laid-up, and accompanied with the following documents:

- Copy of the latest Accounting and Corporate Regulatory Authority ("ACRA") printout; and
- Copy of the company Director's identification document (e.g. front and back of NRIC).

Upon LTA's approval, ESA may proceed to lay up the PARF-eligible vehicle via LTALink.

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

Thank you.

Yours faithfully



Candice Yeo (Ms)
Deputy Director
Vehicle Licensing Division
Vehicle Services Group

Distribution List

President

Motor Traders Association of Singapore
(Fax: 6909 3020) (Email: admin@mta.org.sg)

President

Automobile Importer & Exporter Association, Singapore
(Email: lynnyeo@aiea.org.sg)
(Email: tchoon22@pacific.net.sg)

President

Singapore Vehicle Traders Association
(Fax: 6747 1010)
(Email: eugene@svta.com.sg)
(Email: richard.lim@speedomotoring.com.sg)
(Email: admin@svta.com.sg)

President

Singapore Motorcycle Trade Association
(Fax: 6297 1313) (Email: mail@smcta.org.sg)

Chairman

Hire Purchase, Finance and Leasing Association of Singapore
(Fax: 6733 6116) (Email: chanhl@hpflas.org.sg)

President

Automobile Association of Singapore
(Fax: 6733 5094) (Email: aasmail@aas.com.sg)