

## Registering an "old" bike.

In all cases, first obtain a club Machine Dating Application Form either from our web site or by email (or post if necessary) from Arthur Fleming.

### Retaining an existing registration -- V765

If your "barn find gem" comes with some indication of a previous UK registration it may be possible to retain this registration.

**NOTE:- An old registration plate on the bike, on its own, is not sufficient proof of your entitlement to retain the registration.**

If your bike has a V5C or the older V5 document, a record should already exist in the DVLA files and so it should be possible to just transfer the bike and obtain a V5C in your name using the normal "New keeper" section of the old V5.

If you don't have a V5 but have some other evidence of a registration number like an old tax disk or an old paper log book, then you can check on-line if the bike is in the DVLA records. Go to the DVLA "Vehicle Enquiry" and if the registration number is there then it should be possible to apply for a new V5C in your name using form V62 with a fee of £25.

If the vehicle is not on the DVLA Vehicle Enquiry then you can try to retain the original registration number using the V765 scheme. Download form V765 from the DVLA web site, complete the form and post it to the Owners Club Machine Dating Officer, Arthur Fleming. In all cases, it is necessary to supply, in writing by post, the FULL engine and frame numbers including all prefixes or suffixes and other data from the headstock or VIN plate especially year of manufacture if shown.

### NOVA Procedure

From 2013 HM Revenue & Customs introduced the NOVA (Notification Of Vehicle Arrivals) system for recording the importation of all vehicles into the UK. The scheme requires that all vehicles not demonstrably manufactured in the UK have to be recorded on the NOVA register prior to an application for registration being made to DVLA. This also applies to some British models made in the UK specifically for export.

Any foreign made bike without any evidence of a previous UK registration, no matter where or how obtained, must be reported to HMRC within 14 days of its purchase.

A bike brought in from a non-EU country will require customs paperwork to be passed to HMRC for them to determine any liability for duty and VAT. All other cases require a completed NOVA form to be sent to HMRC. A bike personally imported into the UK from within the EU will not be liable for duty and will only be liable for VAT if it is a "New Means of Transport", ie; if it is less than 6 months old or has done less than 6,000 km or 3,750 miles.

Some of this may change in due course when the future UK – EU trading arrangements are agreed.

Fortunately HMRC are taking a common sense approach and will judge each application on a case-

Any documents tying the bike to the registration you are trying to retain is vital for a V765 application.

Good quality photograph prints are required. As a minimum you should have photos of both sides of the bike, the VIN plate, the engine number stamp, and the frame number where applicable. Photographs should be endorsed as correct and signed by the applicant. Details of any old registration numbers, or if you have any original bills of sale or other documents then this will make the job easier. Also needed is some information as to what you think the bike is, and what year it may be made and the final finished colour. Please read carefully the instruction sheet that you will be sent.

Please note that materials supplied will be retained for our records unless return requested and postage supplied. We are required by DVLA to keep records of all machine dating requests. The club does not routinely physically inspect bikes.

In all cases, please enclosed an A4 size SAE, stamped large letter. Don't forget to quote your membership number as this will be required.

There is no charge for club members using this services but there is a £35 charge for non members.

Arthur will date and stamp the form and return it to you for sending on to the DVLA. In most cases you will also have to fill in a V55/5 form (details below under "registering with DVLA") to send to DVLA with your V765. If your application doesn't meet their (very strict) requirements you will be informed by DVLA and told to re-apply for a new age related registration as detailed below.

by-case basis. If you have an un-registered restoration project, do a NOVA declaration straight away, don't wait till you are ready to register it with DVLA. There is no charge for NOVA and it remains valid for as long as it takes to get the bike registered.

There is a system for completing the form on-line, and if you speak to HMRC, they will encourage you to use the on-line system. Don't do it! The on-line form, like the paper form, is geared to importers bringing in new vehicles, but at least on the paper form you can add extra notes, eg:- If you can't give a mileage because it hasn't got a speedo, or to explain why you haven't got any import documents for your auto jumble box of bits.

You will be better filling in a paper NOVA 1 form. The form and its accompanying guide can be obtained only from the HMRC VAT Help line 0845 010 9000. They email you a pdf copy for you to print.

Complete those parts of the form that you can and leave blank those parts which are not appropriate. You will need to write the year of manufacture somewhere in section 3 as there is no box to state age of vehicle. The form has the address where you should send the completed form.

You should get an email and/or a letter from HMRC in about 10 to 14 days with your NOVA reference number, which they will also notify to DVLA.

## **Obtaining a new age related registration**

### **Club Dating Letter**

The Jawa CZ Owners Club has information on machines made from 1929. Although we cannot always precisely date machines, as JAWA CZ regarded engine / frame numbers as state secrets for the majority of its existence, we can provide a dating certificate acceptable to DVLA.

To obtain a dating certificate it is necessary to contact the club archivist, Arthur Fleming, by using the postal addresses on page 15 of Torque, or email:- [vehreg.jawaczoc@gmail.com](mailto:vehreg.jawaczoc@gmail.com)

The issuing of a certificate cannot be done via email.

You will need to send the same documentation as detailed in the "retaining an existing registration" section above, good photo prints of the bike and engine, frame, and VIN plate, endorsed and signed by you. Also send any other documents you may have relating to the bike and what you think the bike is, its age and colour. Incomplete information will lead to your application being rejected and returned.

In all cases, enclose an A4 size SAE, stamped large letter. Don't forget to quote your membership number as this will be required.

There is no charge for club members using this services but there is a £35 charge for non members.

### **C of C or Vehicle Approval**

The registration form V55/5 (see following) has a lot of boxes for technical information about your bike that would come from either a manufacturer's Certificate of Conformity or an Individual or Single Vehicle Approval. These matters are dealt with by the Vehicle Operating Services Agency who have a

refreshingly straight forward attitude -- If it's over 10 years old, they don't want to know. You will not have, or need, either of these documents if registering a bike over 10 years old. VOSA advise that all these boxes can be left blank.

This cut-off is likely to remain as a rolling 10 years into the future for all cars, motorbikes and mopeds.

### **Registering with DVLA -- V55/5**

Once you have your club Dating Letter, you will have to complete a form V55/5. It is as well to have document V355/5 which is the guide notes for completing the form. Both of these can be downloaded from the DVLA web site. There are only about 20 or so fields of the 50 odd on the form that need to be filled in, the rest, as stated above, can be left blank. The V355/5 guide is very helpful here. One question asks "is the vehicle exempt from Type Approval?" Just put "Vehicle is over 10 years old".

You need to provide documents proving your name and address. A colour copy of your card driving licence will do or see the V355/5 for other options. It won't hurt to send a copy of the letter giving the NOVA reference although DVLA should already have a record of this. The bike will need to be insured, which can be done with a VIN or frame number instead of a registration number. Your insurer will send you a temporary cover note which will be for a very short period so have everything else in place before requesting this. There is a First Registration Fee, currently of £55 (there is no fee if reclaiming an old registration number).

Send your completed V55/5 with an MoT certificate (or V112 see below), insurance cover note, club's dating letter, proof of name and address documents and a cheque for the £55 first registration fee and for the appropriate road tax if applicable. All documents have to be originals not copies, but it is advisable to keep copies of everything yourself in case of mishap.

The DVLA may require the vehicle to be inspected. They use an independent company, SGS, to do the inspection who will contact you to arrange a visit to see your bike. The inspection is not very "in depth", he will just take a few photos, look at the VIN plate and engine and frame numbers and check the bike appears to be what you have told DVLA. The bike should be largely complete with the main parts mostly original, but not necessarily running. There is no cost to you for the inspection.

The DVLA rely on the Club's MDO to verify the manufactured date of the vehicle but if they find that there is insufficient information to clearly establish a date, the DVLA will issue an "uncertain origin" Q plate. Normally the issue of a Q plate would require an Individual Vehicle Approval or Single Vehicle Approval certificate to be issued by VOSA. I have had conflicting information on this point with VOSA saying that a certificate is always required for a Q registration vehicle and DVLA telling me that this would not be required in these circumstances.

If you are registering a vehicle that is more than 40 years old (see note below), DVLA should put it in taxation class "Historic Vehicle" even though its "first registered" date will be the current date. You will then be recorded as taxed on a free road tax.

In a few days the DVLA will send a Number Plate Authorisation Certificate, with your new registration number, to enable you to purchase a number plate. They will also send back your documents and a new MOT certificate with the registration number entered. A couple of weeks later, Swansea will send you a V5C registration document. The new or reclaimed number will be issued as non-transferable. Don't forget to give your new registration number to your insurers.

### **Note – MoT test or V112**

You have to have an insurance cover note to register the bike on an age related plate, and you will have to tax it when you apply for registration therefore it needs to be MoT tested before you apply.

**UNLESS:-** If your application is for a 40 or more year old registration and "Historic Vehicle" taxation class (and you have a dating letter to that effect) the road tax is still required but it is free, and as long as you can also declare it as a "Vehicle of Historic Interest", it doesn't need an MoT. You should instead download a V112, MoT exemption form, from the DVLA and fill it in to send with your V55/5.