

APPLICATION TO BREAK AND RESEAL VEHICLE NUMBER PLATE



You may take about 10 minutes to complete this form. You will need the following information to fill in the form:

- Vehicle registration number
- For vehicle registered under individual: Name of registered owner, NRIC (Singaporean / Singapore Permanent Resident (PR)) or FIN (Foreigner)
- For vehicle registered under non-individual: Name of Company, ACRA certificate number / Unique Entity Number (UEN), Particulars [Name, NRIC (Singaporean / Singapore PR) or FIN (Foreigner)] of the Director(s) / Sole Proprietor / Partner(s) whose name is listed in the ACRA printout, or a manager who is authorised in writing by the named Director(s) / Partner(s) to sign on this Form R08 on behalf of the company
- Name, NRIC (Singaporeans / Singapore PR) or FIN (Foreigner) of the person performing the transaction on behalf of the registered owner (also known as submitter)
- Name, address, contact person and number of the workshop repairing the vehicle (where applicable)
- Description of repair or other works to be performed on the vehicle by the workshop (where applicable)

IMPORTANT: Please read the NOTES overleaf before completing the application form. Application with incorrect or incomplete information will not be accepted.

Part 1: Vehicle Owner's Particulars

Name of Registered Owner : _____
*NRIC / FIN / ACRA No. / UEN : _____

Part 2 : Details and Reason for Breaking and Resealing of Number Plate(s)

Vehicle Number : <table border="1" style="display: inline-table; border-collapse: collapse; text-align: center; width: 100px; height: 20px;"><tr><td style="width: 15px; height: 15px;"></td><td style="width: 15px; height: 15px;"></td><td style="width: 15px; height: 15px;"></td><td style="width: 15px; height: 15px;"></td><td style="width: 15px; height: 15px;"></td><td style="width: 15px; height: 15px;"></td><td style="width: 15px; height: 15px;"></td><td style="width: 15px; height: 15px;"></td></tr></table>									Vehicle Scheme: *Revised Off-Peak Car / Off-Peak Car / Weekend Car / Classic Vehicle / Pulau Ubin Vehicle / Revised Vintage Vehicle / Vintage (Restricted) Vehicle
Breaking of Seal(s): *Front / Rear / Both Number Plate(s)	Estimated Date of Completion of Repair Work : _____ (DD/MM/YYYY)								

Reason : (Please tick (✓) the relevant box)

<input type="checkbox"/> Vehicle involved in Accident	<input type="checkbox"/> Carry Out Repair Work on Vehicle	<input type="checkbox"/> Other Reason. Please specify: _____ _____
Please furnish: <ul style="list-style-type: none"> Original NRIC / ~FIN / ACRA No. / UEN and @valid ACRA printout of registered owner Original NRIC / ~FIN of Submitter (if different from registered owner) Original Police Accident Report, Singapore Accident Statement or IDAC report Photographs of damaged vehicle, with views of the registration number plates 	Please furnish: <ul style="list-style-type: none"> Original NRIC / ~FIN / ACRA No. / UEN and @valid ACRA printout of registered owner Original NRIC / ~FIN of Submitter (if different from registered owner) Photographs of damaged vehicle, with views of the registration number plates Brief description of the repair work (to be provided by workshop) (refer to the format in Part 3) 	Please furnish: <ul style="list-style-type: none"> Original NRIC / ~FIN / ACRA No. / UEN and @valid ACRA printout of registered owner Original NRIC / ~FIN of Submitter (if different from registered owner) Seal Inspection Certificate (must be issued within 7 calendar days prior to this application) Brief description of the repair work (to be provided by workshop) (refer to the format in Part 3)

Name of Workshop: _____

Address of Workshop: _____

Name of Contact Person: _____ Contact Number: _____

Declaration by Registered Vehicle Owner

1. *I / We declare that the information given by *me / us is true and correct. *I am / We are aware that a false declaration is an offence punishable with imprisonment for a term of up to 12 months, or with fine of up to \$5,000, or with both.
2. *I am / We are aware that any person, except a person authorised by the Registrar, who removes, breaks or tampers with a vehicle registration number plate seal shall be liable, upon conviction, to a jail term of up to 3 months, or with fine of up to \$1,000, for the first offence. Subsequent offences carry a jail term of up to 6 months, or with fine of up to \$2,000.
3. *I / We consent to the collection, use or disclosure of *my / our personal data to a third party as per stated overleaf.
4. *I / We hereby authorise _____ (Name & NRIC / FIN) to submit this application on *my / our behalf.

Signature of Registered Owner

Date

**Name of Manager / Director : _____

Manager's / Director's NRIC No. / FIN: _____

* Delete where inapplicable

@ ACRA printout is valid for 14 days from date of issue by ACRA

^ For vehicle registered under non-individual

~ FIN from Employment / Immigration Pass Card issued by MOM / ICA

Part 3 : For Adhoc Jobs Other Than Accident Repair

Brief description of work to be performed on vehicle (To be provided by workshop)

I declare that the vehicle bearing registration number _____ will be repaired by my workshop. The work to be performed on the vehicle will require the removal of the *front / rear / both number plate seals. The repair work will commence on _____ (DD/MM/YYYY) and is expected to be completed by _____ (DD/MM/YYYY).

Clear description of the work to be performed on the vehicle and why it is necessary to remove the number plate seal(s) of the vehicle:

Sketch – if applicable

Name and Signature of
Workshop Representative
Designation:
Contact Number:
Address:

Date

* Delete where inapplicable

IMPORTANT NOTES

1. The vehicle number plates of Revised Off-Peak Car / Off-Peak Car / Weekend Car / Classic Vehicle / Pulau Ubin Vehicle / Revised Vintage Vehicle / Vintage (Restricted) Vehicle must be sealed at an authorised inspection centre. Failure to do so is an offence under the Road Traffic Act.
2. Vehicle owners must seek prior approval from the Land Transport Authority (LTA) to break the number plate seal(s) and re-seal the number plate(s) of their vehicles.
3. Vehicle owners must ensure that the number plate(s) of their vehicles is/are re-sealed at any of the authorised inspection centres before the expiry of the approval granted by the LTA.;
4. If more time is required for the repair work, the vehicle owner/authorised applicant must provide justifications and supporting documents from the repair workshop and apply to LTA for extension of the approval. The application for extension should also be done before the expiry of the approval granted by the LTA.
5. If no breaking of the seal is necessary or carried out after LTA's approval had been granted, the vehicle owner/authorised applicant must furnish a letter (before the expiry of approved period) to LTA to withdraw the approval.
6. **Consent to the collection, use or disclosure of personal data:**

We may share personally identifiable data that you have provided in this application with other Government agencies, so as to serve you in a most efficient and effective way. We will not share your personally identifiable data with other entities, except where such entities have been authorised to carry out specific Government services or in accordance with legislation under the purview of the Land Transport Authority to enable us to perform our functions or duties or to comply with any order of court or in compliance with any written law, or for the purposes of taking any action against any user for breach of the conditions of use of the Authority's electronic services.

Data provided by the Authority may be used for verification and record of your personal particulars, including comparing information from other sources, and using the information to communicate with you.