

APPLICATION FOR REGISTRATION INSPECTION AND REGISTRATION OF E-SCOOTERS

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

- Detailed technical specifications and particulars of E-scooter model
- Applicant's name and NRIC number (Singaporean / Singapore Permanent Resident (PR)) or FIN (Foreigner) and/or particulars of Company/Business such as Name of Company, ACRA certificate number, and contact numbers
- Please attach the required supporting documents listed in Section C

IMPORTANT: Please read the INSTRUCTIONS & NOTES (**Annex C-2**) overleaf **before** completing this Application Form. Applications with incorrect or incomplete information, or which fail to comply with the instructions set out in **Annex C-2** will not be accepted or processed by LTA.

SECTION A – APPLICATION DETAILS

Type of Application: New Recurring (Existing application number: _____)
 (Please tick “✓” **ONE** only)

Quantity of devices to be inspected: _____ Date of application: _____

SECTION B – DETAILS OF E-SCOOTER

Is the model of the e-scooter in LTA's approved list: Yes/ No

Model of E-scooter: _____ Name of Manufacturer: _____
 Voltage: _____ Address of Manufacturer: _____
 Battery Capacity: _____
 Max Speed: _____
 Max Load: _____
 Device Weight: _____ Device Width: _____

SECTION C – SUPPORTING DOCUMENTS

Please attach the following supporting documents along with this Application Form.

- Manufacturer's sales receipt or invoice of the E-scooter(s)
- Customs inward declaration
- Sample photo of the Certification Mark found on device(s)
- UL2272 Certificate of the E-scooter from accredited Certification Body with contact number information
- Test report of the E-scooter (if available)

SECTION D – REGISTERED RESPONSIBLE PERSON'S PARTICULARS AND DECLARATION

⚠ A registration fee of \$20 per E-scooter applies. **⚠** *Mandatory field for all. #Mandatory field for individuals.

Name (As in NRIC / FIN / ACRA / UEN) *:	Date of Birth#:
NRIC No. / FIN / ACRA No. / UEN*:	Mobile Phone Number*:
Contact Address *: Postal Code* ()	Email Address:

SECTION E – AGENT'S PARTICULARS (if applicable) – refer to item 2(b), (c), (d) and (e) overleaf

Name (As in NRIC / FIN) *:	NRIC No. / FIN *:
Company Name *:	Company Contact No. (if applicable):
Company Address *: Postal Code* ()	

SECTION F – REGISTRATION NUMBERS OF REGISTERED E-SCOOTERS (To be filled in only by EIC Inspector)

1*	2	3	4	5
6	7	8	9	10
11	12	13	14	15
16	17	18	19	20

SECTION G – Declaration by Applicant/Agent

For Registration Inspection:

I/We*, the Registered Responsible Person, or agent on behalf of the Registered Responsible Person, declare that I/we*:

- have ensured that the particulars furnished in this Application Form and any other supporting documents provided are true, complete and accurate to the best of my/our* knowledge.
- have ensured that the Registered Responsible Person's device(s) complies with the LTA's device prescribed requirements (set out in regulation 4 of the Active Mobility Regulations 2018) relating to maximum weight, width, speed and is UL2272 certified before applying for Registration Inspection
- will ensure that the Registered Responsible Person's device(s) will have at least 75% battery charge for registration inspection
- have been briefed on the legal consequences¹ should I/we* alter, sell or supply or cause or permit to sell, supply, offer or alter the E-scooter(s) in such a condition so as to render any use of the E-scooter(s) unlawful under the Active Mobility Act 2017.
- undertake not to supply or sell any E-scooter(s) for use on cycling paths unless the E-scooter(s) has been inspected and affixed with the LTA Registration Mark.
- undertake not to use or allow the use of any E-scooter(s) on cycling paths unless the E-scooter(s) has been inspected and affixed with the LTA Registration Mark.
- shall notify the LTA if I/we* are aware of any safety-related recall initiated by the E-scooter manufacturer affecting E-scooters that I/we* have imported and sold and are registered in Singapore.
- shall inform the owners of E-scooters affected by the recall and make the necessary arrangements to perform the improvement/rectification measures and update LTA on the progress of the rectification works regularly.

For Registration of Device(s):

I/We declare that:

- I/We, the Registered Responsible Person, or agent on behalf of the Registered Responsible Person, will abide by all the obligations of a registered responsible person under the Active Mobility Act 2017.
- I/We authorise _____ bearing _____

(Submitter's Name) **(NRIC No./FIN)**

of _____ **(Name of Company whom the Submitter is representing, if applicable)**
to submit this Application Form, furnish all relevant particulars or documents to LTA, and collect the LTA Registration Mark bearing the above Registration Number on my/our behalf (if applicable).
- The information furnished in this Application Form and all other accompanying documents are true, complete and accurate to the best of my/our knowledge.
- I/We am/are aware that any incorrect, incomplete or inaccurate information submitted may result in refusal of this application of the registrable PMD and there will be no refund of any registration fee(s) paid.
- I/We have read and understood the rules and regulations regarding the registration of registrable PMDs and undertake to abide by them.
- I/We consent to the collection, use or disclosure of personal data to third parties as per paragraph 12 overleaf (**Annex C-2**).

<p>_____</p> <p>Signature of Applicant/Agent & Date</p>	<p>_____</p> <p>Signature of Submitter & Date</p>
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INSTRUCTIONS & NOTES

1. Please fill in the required information in Sections A and B.
2. Please provide the supporting information in Section C, and original copies of the following documents, as applicable:

S/N	Entity	Original documents required
a.	Individual	<input type="checkbox"/> NRIC (for Singaporeans/Singapore Permanent Residents (PR)) or Employment/Immigration Pass Card bearing FIN issued by Ministry of Manpower/ Immigration & Checkpoints Authority (MOM/ICA) (for Foreigners)
b.	Company / business / limited liability partnership / limited partnership	<input type="checkbox"/> ACRA printout issued within the last 14 days <input type="checkbox"/> NRIC (for Singaporean/Singapore PR) or Employment/Immigration Pass Card bearing FIN issued by MOM/ICA (for Foreigner) of agent (Manager or above) <input type="checkbox"/> Authorisation letter
c.	Club / association / organisation	<input type="checkbox"/> Profile/certificate printout from the Registry of Societies or other certificate issued by the relevant regulating authority <input type="checkbox"/> Original letter of authorisation issued by the club / association / organisation <input type="checkbox"/> NRIC (for Singaporeans/Singapore PRs) or Employment/Immigration Pass Card bearing FIN issued by MOM/ICA (for Foreigners) of agent.
d.	Ministry / Statutory Board	<input type="checkbox"/> Original letter of authorisation issued by the Ministry / Statutory Board and signed by a deputy director or above <input type="checkbox"/> NRIC (for Singaporean/Singapore PR) or Employment/Immigration Pass Card bearing FIN issued by MOM/ICA (for Foreigner) of agent.
e.	Submitter is a person appointed by the Applicant to submit this application form and collect the Registration Mark on the Applicant's behalf	<input type="checkbox"/> Submitter's NRIC (for Singaporean/Singapore PR) or Employment/Immigration Pass Card bearing FIN issued by MOM/ICA (for Foreigner). <input type="checkbox"/> An authorisation letter from the Applicant/Agent.

3. Under the Consumer Protection (Safety Requirements) Registration Scheme, power adaptors for E-scooters must be registered with Enterprise Singapore and bear the "SAFETY Mark" before they can be sold in Singapore. The SAFETY Mark helps consumers identify Controlled Goods that are designed and produced to specified safety requirements. For more information, please visit Enterprise Singapore's website at <https://www.enterprisesg.gov.sg/>
4. Please check that your device model is LTA-approved before scheduling an appointment with the E-scooter Inspection Centre (EICs). Retailers who intend to send e-scooter model(s) that are not in the LTA approved list are required to have the e-scooters model(s) first approved by LTA. This includes any additional variation to the device model that was previously approved (for e.g. change in max. speed, battery capacity and others that will affect the UL2272 certification). Once the e-scooter model is approved, the retailer may proceed to schedule an inspection with one of the EICs. Only devices that have passed the inspection will be registered.
5. To check if your UL2272 certified device model is in the LTA approved list, please visit: go.gov.sg/amrulesforretailers
6. Please check that you have the following for your application:
 - Applicant's original NRIC / FIN
 - Accounting and Corporate Regulatory Authority (ACRA) business profile printout valid within 14 days from date of issue (if relevant)
 - Certificate of Conformity for power adaptor and Letter of acknowledgement from Enterprise Singapore
7. Every new E-scooter must be produced for inspection and registration at EICs before they can be used on cycling paths.
8. For the list of EICs, please visit go.gov.sg/amrulesforretailers.
9. LTA or its authorised Inspectors may request for any other relevant documents to support the application and registration inspection process. They may also request to retain the E-scooters for further assessment.
10. The EICs will charge application fees for the registration inspection of the E-scooter(s). Please contact the respective EICs for their rates.
11. The processing time for each registration inspection may on average take up to 1 - 2 weeks.
12. Consent to the Collection, Use or Disclosure of Personal Data

LTA 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. LTA 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 LTA to enable LTA 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, or any breach of the applicable laws and regulations.

Data provided by LTA 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.