
10 Sin Ming Drive Singapore 575701
Tel: 1800 - CALL LTA (1800 - 2255 582) Fax: (65) 6553 5329

PROCEDURES ON IMPORTATION AND REGISTRATION OF A CLASSIC MOTORCYCLE/SCOOTER IN SINGAPORE

| <u>Content</u> | <u>Page</u> |
|--|---------------------|
| Registration Requirements | |
| – Vehicle Registration | 2 |
| – Eligibility Criteria | 2 |
| Technical Requirements | |
| – Compliance with Road Traffic Act Rules and its Subsidiary Legislations | 2 |
| – Modifications to Vehicle | 2 |
| – Concessions | 2 |
| Step by Step Guide to Import and Register a Classic Motorcycle/Scooter in Singapore | 3 |
| Restriction of Usage and Conditions | 7 |
| | <u>Annex</u> |
| Registration Documents Checklist | A |

REGISTRATION REQUIREMENTS

Vehicle Registration

All motor vehicles in Singapore must be registered with the Land Transport Authority (LTA).

Eligibility Criteria

A motorcycle/scooter that is at least 35 years old from its original date of registration can be imported for registration in Singapore under the Classic Vehicle Scheme.

A motorcycle/scooter that was previously de-registered in Singapore

(1) before 1 August 2012, or

(2) on or after 1 August 2012 and was less than 35 years old when it was de-registered, can be re-imported for re-registration under the Classic Vehicle Scheme.

However, such classic motorcycle/scooter cannot be transferred to another party within the first 5 years from the date of their re-registration.

TECHNICAL REQUIREMENTS

Compliance with Road Traffic Act and its Subsidiary Legislations

All classic motorcycles/scooters must meet the Road Traffic (Motor Vehicles, Construction and Use) Rules and Road Traffic (Motor Vehicles, Lighting) Rules.

Modifications to Vehicle

The classic motorcycle/scooter should be in pristine condition and restored to its original state. No alterations, conversions or modifications to the motorcycle/scooter in any way should be performed prior to its importation here. No kit motorcycle/scooter such as replica or motorcycle/scooter rebuilt with old and/or new parts will be allowed.

Concessions

The following concessions are given to classic motorcycle/scooter:

- a) Waiver of compliance with the prevailing exhaust emission requirement, as such motorcycle/scooter is unlikely to meet the standards; and
- b) Where the technical specifications of a motorcycle/scooter do not affect vehicle/passenger safety, or are unable to meet regulatory requirements fully, other concessions may be granted on a case-by-case basis.

STEP BY STEP GUIDE TO IMPORT AND REGISTER A CLASSIC MOTORCYCLE/SCOOTER IN SINGAPORE

Step 1

Ensure that your classic motorcycle/scooter is able to comply with the general requirements and standards as specified in the previous section.

Step 2

Arrange for shipment of the classic motorcycle/scooter to Singapore with a shipping agent.

Step 3

Arrange with your shipping agent to obtain an **Inward Cargo Clearance Permit**. Your agent will have to submit an application to the Singapore Customs using the TradeNet® System. **Permit and processing fee, Excise Duty and Goods & Services Tax (GST)** will be payable to the Singapore Customs through inter-bank GIRO. For further information on the application for Inward Cargo Clearance Permit, please visit www.customs.gov.sg or contact the Singapore Customs at:

Singapore Customs
55 Newton Road
#07-01 Revenue House
Singapore 307987
Tel: 6355 2000

The Singapore Customs determines the Customs Value [or commonly known as Open Market Value (OMV)] of the classic motorcycle/scooter by taking into account the purchase price, freight, insurance, handling and all other incidental charges to the sale and delivery of the classic motorcycle/scooter in Singapore. Excise Duty will be levied at 12% of the OMV. GST is computed at 7% of the total Cost, Insurance & Freight (CIF) and Excise Duty. The following documents may be required to be submitted to the Singapore Customs for assessment purposes:

- a) Original Manufacturer/Purchase Invoice;
- b) Freight and Insurance Papers;
- c) Bills/receipts relating to other incidental charges;
- d) Original foreign vehicle registration documents;
- e) Letter from a competent authority confirming the date of manufacture of the classic motorcycle/scooter (if the vehicle registration documents do not state such information); and
- f) Application for exemption from payment of excise duty (if applicable).

All documents submitted **MUST** be in the English language. Notarised translations are acceptable. For further information on the determination of OMV for vehicles, please visit www.customs.gov.sg or contact the Singapore Customs.

Step 4

Prepare documents for verification and registration of the classic motorcycle/scooter in Singapore.

Step 5

Decide whether you want to register the classic motorcycle/scooter yourself or get a motor dealer to register the classic motorcycle/scooter on your behalf. If the motor dealer is registering the classic motorcycle/scooter for you, he will carry out all or most of the following steps for you.

Step 6

The importer would be required to submit an application for vehicle approval electronically through the Vehicle Inspection and Type Approval System (VITAS). Fees will be charged for VITAS applications and inspection.

Please refer to VITAS website (<https://vrl.lta.gov.sg/certlogin.html>) for more details on opening a user account and application procedures. Those without a registered account can still submit their application to LTA, Vehicle Engineering Division, 10 Sin Ming Drive, Singapore 575701.

Documents to be submitted for verification include:

- a) Original Manufacturer/Purchase Invoice;
- b) Freight and Insurance Papers;
- c) Bills/receipts relating to other incidental charges;
- d) Original foreign vehicle registration documents;
- e) A letter from a competent authority confirming the date of manufacture of the classic motorcycle/scooter (if the vehicle registration documents do not state such information);
- f) Detailed technical specifications of the classic motorcycle/scooter; and
- g) Valid Inward Cargo Clearance Permit;

All documents submitted **MUST** be in the English language. Notarised translations are acceptable.

Once in-principle approval has been given, the importer will be notified to present the classic motorcycle/scooter for an inspection at any of the LTA-authorized vehicle inspection centre where an inspection fee will be charged.

When the classic motorcycle/scooter has passed its inspection, an approval letter with a Vehicle Approval Code (VAC) will be issued to the importer. With this VAC, the importer may proceed to register the classic motorcycle/scooter.

Step 7

Once all information and documents are in order, the importer can make an appointment (by email: feedback@lta.gov.sg) to submit the following documents to LTA, VRL Service Operations Division, 10 Sin Ming Drive, Singapore 575701 for processing:

- a) Duly completed Application for Registration and Licensing of a Motor Vehicle (Form R01);
- b) Applicable original identification document of the vehicle owner:
 - i) For individual owner, NRIC (Singaporean/Singapore Permanent Resident (PR)) or Employment/Immigration Pass Card bearing Foreign Identification Number (FIN) issued by the Ministry of Manpower (MOM)/Immigration & Checkpoint Authority of Singapore (ICA) (Foreigner); or
 - ii) For Company/Business/Limited Liability Partnership (LLP)/Limited Partnership (LP), a copy of the Accounting & Corporate Regulatory Authority (ACRA) profile printout of the Company/Business/LLP/LP, which is valid up to 14 days from the date of issue, and NRIC (Singaporean/Singapore PR) or Employment/Immigration Pass Card bearing Card FIN issued by the MOM/ICA (Foreigner) of the authorised person from the Company/Business/LLP/LP; or
 - iii) For Club/Association/Organisation, a copy of the Registry of Societies profile printout of the Club/Association/Organisation or other certificate issued by the relevant regulating authority and NRIC (Singaporean/Singapore PR) or Employment/Immigration Pass Card bearing FIN issued by the MOM/ICA (Foreigner) of the authorised person from the Club/Association/Organisation;
- c) Original Motor Insurance Cover Note or Certificate of Insurance, covering the full licensing period (i.e. from date of registration to the end of the calendar year);
- d) Notification of COE rebate (if any). Visit www.onemotoring.com.sg for more information;
- e) Notification of Retained/Bid Vehicle Registration Number (if any);
- f) Notice of Approval with VAC issued;
- g) Valid Inward Cargo Clearance Permit; and
- h) Receipt for the Excise Duty and GST paid (if any).

Total fees payable via Cashier's Order, Cash or NETS:

- a) Processing charge of S\$25 (before GST) per application (if registration is done at LTA's office);
- b) Registration Fee of S\$220;
- c) Additional Registration Fee (ARF), which is calculated as follows¹:

¹ For classic motorcycle/scooter registered on or after 21 February 2017.

| Vehicle OMV | ARF Rate |
|---|----------|
| First S\$5,000 | 15% |
| Next S\$5,000 (i.e. S\$5,001 to S\$10,000) | 50% |
| Above S\$10,000 | 100% |

Example:

The ARF payable for a classic motorcycle/scooter with an OMV of S\$12,000 will be calculated as follows:

| Vehicle OMV (S\$12,000) | ARF Rate | ARF Payable |
|----------------------------|----------|-----------------------------------|
| First S\$5,000 | 15% | 15% x S\$5,000 = S\$750 |
| Next S\$5,000 | 50% | 50% x S\$5,000 = S\$2,500 |
| Above S\$10,000 | 100% | 100% x S\$2,000 = S\$2,000 |

Total ARF payable is (S\$750 + S\$2,500 + S\$2,000) = **S\$5,250**;

- d) Certificate of Entitlement (COE), which is calculated at 10% of the Prevailing Quota Premium (PQP) of the Category D vehicle quota applicable at the time of registration; and
- e) Road Tax of S\$280 per calendar year (pro-rated to end of calendar year, if applicable).

Step 8

Collect the following from LTA, VRL Service Operations Division, 10 Sin Ming Drive, Singapore 575701 upon registration of the classic motorcycle/scooter:

- a) Registration Notification Letter;
- b) Official Receipt; and
- c) Paper Day Licences (pro-rated from the registration date till 31 December of the calendar year).

Step 9

Upon successful registration, a vehicle registration number will be assigned to the classic motorcycle/scooter, unless either a retained or bid vehicle registration number is used. The importer may proceed to affix the classic motorcycle/scooter registration number plates, i.e. with white lettering on a red and yellow background. The vehicle number plates must then be sealed at an LTA-authorized vehicle inspection centre within 7 calendar days from the date of registration.

RESTRICTION OF USAGE AND CONDITIONS

Classic motorcycles/scooters are restricted up to a maximum of 45 days (inclusive of weekends and public holidays) of usage per calendar year. The first 28 Day Licences will be issued free of charge upon registration and subsequent renewal of the vehicle's road tax. An additional 17 Day Licences can be purchased in advance or on the day of usage at a cost of S\$20 per Day Licence from the LTA, VRL Service Operations Division, 10 Sin Ming Drive, Singapore 575701.

If a classic motorcycle/scooter is registered after 1 January, the road tax payable will be pro-rated from the date of registration until 31 December of the same calendar year. The number of Day Licences entitlement, both free and chargeable, will also be pro-rated accordingly.

A valid Day Licence must be displayed for each day of usage. Days of usage are inclusive of weekends and public holidays. Day Licences are valid for use only within the calendar year of issuance. Day Licences, both free and chargeable, are non-transferable, non-exchangeable, non-refundable and cannot be carried forward to another calendar year.

The road tax expiry date for all classic motorcycles/scooters is 31 December of each year. Classic motorcycles/scooters must be kept in pristine and road-worthy condition. They will be required to undergo and pass vehicle and number plate seal inspections biennially at an LTA-authorized vehicle inspection centre.

Classic motorcycles/scooters cannot be re-registered as other vehicle schemes, such as normal motorcycles/scooters.

Classic motorcycles/scooters cannot be placed under lay-up status.

A classic motorcycle/scooter must have a valid In-Vehicle Unit (IU) installed and a cashcard with sufficient monetary value inserted into the IU if the motorcycle/scooter is to be used on an Electronic Road Pricing (ERP)-priced road during the ERP operational hours.

The registered owner must apply to LTA for approval before breaking the vehicle number plate seal for repair or for doing other works on the motorcycle/scooter.

Annex A

REGISTRATION DOCUMENTS CHECKLIST

- Check against this list to ensure that you have all the necessary documents to register your classic motorcycle/scooter.**
 - Original Manufacturer/Purchase Invoice or foreign vehicle registration documents
 - Duly completed Application for Registration and Licensing of a Motor Vehicle (Form R01)
 - Original identification document of vehicle owner (e.g. NRIC for Singaporean/ Singapore PR or Employment/Immigration Pass Card bearing FIN issued by the MOM/ICA for Foreigner)
 - Original Motor Insurance Cover Note or Certificate of Insurance, covering the full licensing period (i.e. from date of registration to the end of the calendar year)
 - Notification of COE rebate (if any)
 - Notification of Retained/Bid Vehicle Registration Number (if any)
 - Notice of Approval with VAC issued
 - Valid Inward Cargo Clearance Permit
 - Receipt for the Excise Duty and GST paid (if any)
 - Cashier's Order, Cash or NETS payable to LTA
-

**If you need assistance, please call LTA's Customer Service hotline at
Tel: 1800-CALL LTA (1800-2255 582)**

Printing date: 20 December 2017

The information contained in this handout is current at the time of printing.
It is subject to change as may be required by the LTA or other relevant authorities.