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

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REGISTRATION REQUIREMENTS

Vehicle Registration

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

Eligibility Criteria

Vintage motorcycles/scooters are motorcycles/scooters that were manufactured prior to 1 January 1940.

Eligible motorcycles/scooters that were previously deregistered in Singapore can be re-imported for re-registration under the Vintage Vehicle Schemes. However, such motorcycles/scooters cannot be transferred to another party within the first 5 years from the date of their re-registration.

If a vintage motorcycle/scooter was deregistered in Singapore, it cannot be re-registered as a vintage motorcycle/scooter again in Singapore.

Scheme Available

Vintage motorcycle/scooter owners have a choice in registering their vintage motorcycles/scooters under the Vintage (Normal) Vehicle Scheme or the Revised Vintage Vehicle Scheme. Details of these Schemes are given in Annex A.

TECHNICAL REQUIREMENTS

Compliance with Road Traffic Act and its Subsidiary Legislations

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

Modifications to Vehicle

The vintage 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 vintage motorcycle/scooter:

- a) Waiver of compliance with the prevailing emission requirement, as such motorcycle/scooter is unlikely to meet the standards; and
- b) Where the technical specifications of a vintage 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 VINTAGE MOTORCYCLE/SCOOTER IN SINGAPORE

Step 1

Ensure that your vintage 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 vintage 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 vintage motorcycle/scooter by taking into account the purchase price, freight, insurance, handling and all other incidental charges to the sale and delivery of the vintage 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 vintage 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 vintage motorcycle/scooter in Singapore.

Step 5

Decide whether you want to register the vintage motorcycle/scooter yourself or get a motor dealer to register the vintage motorcycle/scooter on your behalf. If the motor dealer is registering the vintage 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) Letter from a competent authority confirming the date of manufacture of the vintage motorcycle/scooter (if the vehicle registration documents do not state such information);
- f) Detailed technical specifications of the vintage 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 vintage motorcycle/scooter for an inspection at any LTA-authorized inspection centre where an inspection fee will be charged.

When the vintage 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 vintage 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 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:

For Vintage (Normal) Vehicle Scheme

- a) Processing charge of \$25 (before GST) per application (if registration is done at LTA's office);
- b) Registration Fee of \$220;

- c) Additional Registration Fee (ARF), which is calculated as follows¹:

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

Example:

The ARF payable for a vintage (normal) motorcycle/scooter with an OMV of \$12,000 will be calculated as follows:

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

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

- d) Obtain a Certificate of Entitlement (COE) in the appropriate vehicle category. Motorcycles/scooters are classified under Category D.

There are 2 COE Open Bidding exercises each month. The bidding exercises usually start on the first Monday and third Monday of the month at 12pm and last for 3 working days. The exercises will usually end on the Wednesday in the same week at 4pm.

You can submit your COE bid, enquire on the bid status and revise your reserve price through the following channels:

| Access Channels | Submit Bid | Enquire Bid | Revise Bid |
|--|------------|-------------|------------|
| DBS/POSB ATM Tel: 1800-111-1111 | Yes | - | Yes |
| DBS/POSB Internet Banking (for Companies and Motor Dealers) Tel: 1800-222-2200 | Yes | Yes | Yes |
| UOB Internet Banking (for Companies and Motor Dealers) Tel: 1800-226-6121 | Yes | Yes | Yes |
| Maybank Internet Banking (for Companies and Motor Dealers) Tel: 1800-777-0022 | Yes | Yes | Yes |
| LTA Open Bidding Website (https://ocoe.lta.gov.sg) | - | Yes | Yes |

¹ For Vintage (Normal) motorcycle/scooter registered with COE obtained from the second tender exercise in February 2017 and onwards. ARF may be waived on the condition that the ownership of the Vintage (Normal) motorcycle/scooter is not transferred to another party.

You can check the current COE information on the ONE.MOTORING website (www.onemotoring.com.sg) or on the MyTransport.SG Mobile App (download the App “MyTransport Singapore” via the Apple App Store or Google Play).

You must have a bank account with the participating banks in order to bid. You can submit the bid by indicating your reserve price, i.e. the maximum amount you are willing to pay for your COE. The minimum reserve price is \$1 and the amount of bid must be in multiples of \$1. Bid submitted cannot be withdrawn or revised downwards.

A fixed deposit of \$200 will be deducted from your bank account upon submission of the bid application. There will be an administration fee charged for each bid application and for every subsequent revision.

For more details, you may visit **Demonstration Kit & User Guide** at www.lta.gov.sg/content/lta/en/ocoe.html

Points to note:

- Unless you are representing a company or organisation, each applicant is permitted only one bid in each tender exercise.
 - COEs in Category D are non-transferable. They are valid for 6 months. Hence, you must use the COE to register your motorcycle/scooter within 6 months.
 - COEs in Category E are transferable once only if the COE is bid under the name of an individual. Category E COEs bid in the name of company and business (including limited liability partnership, club, association, etc.) are not transferable. They are valid for 3 months. Hence, you must use the COE to register your motorcycle/scooter within 3 months. Category E TCOEs obtained from May 2017 bidding exercises onwards can no longer be used to register motorcycle/scooter.
 - Category E TCOE obtained before May 2017 can be used to register any vehicle type. However, when the vehicle is subsequently deregistered, the COE Rebate granted to the last registered owner would be based on the Quota Premium (QP) of either Category E or its corresponding Category from the same tender exercise, whichever is lower.
 - Motorcycle/scooter registering using Category E TCOE obtained before May 2017 pays one-third of the QP of the Category E TCOE.
 - At the time of registration, a COE of 10 years will be issued to the vehicle.
 - At the time of registration, the difference between the QP and your COE bid deposit is payable. If your deposit is more than the QP, the difference will be used to offset the Additional Registration Fee (ARF) and Registration Fee payable to register your vehicle.
 - If you are not successful in your bid for a COE, the bid deposit will be automatically refunded to your bank account one working day after the announcement of the bidding results. You may try bidding again in the next COE tender exercise; and
- e) Road Tax
It is calculated as pay per use, inclusive of weekends and public holidays and based on normal motorcycle/scooter rate.

Refer to “Tax Structure for Motorcycles & Scooters” at www.lta.gov.sg under “Roads & Motoring”, “Costs of Owning a Vehicle” for the latest road tax rate.

For Revised Vintage Vehicle Scheme

- a) Processing charge of \$25 (before GST) per application (if registration is done at LTA’s office);
- b) Registration Fee of \$220;
- c) ARF, which is calculated at 10% of the OMV;
- d) 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 up to 45 days per calendar year, inclusive of weekends and public holidays, at \$10 per Day Licence for the first 28 days and \$20 per Day Licence for the remaining 17 days.

Step 8

Collect the following from LTA, VRL Service Operations Division, 10 Sin Ming Drive, Singapore 575701 upon registration of the vintage 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 vintage motorcycle/scooter, unless either a retained or bid vehicle registration number is used. The vehicle importer may proceed to affix the registration number plates. The vehicle number plates for a motorcycle/scooter under the Vintage (Normal) Vehicle Scheme will be the same as normal motorcycle/scooter (i.e. white lettering on a black background). The vehicle number plates for a motorcycle/scooter under the Revised Vintage Vehicle Scheme will be with white lettering on a red and yellow background, and the vehicle number plates must then be sealed at any LTA-authorized inspection centre within 7 calendar days from the date of registration.

RESTRICTION OF USAGE AND OTHER CONDITIONS

Vintage motorcycles/scooters registered under the Revised Vintage Vehicle Scheme 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 cost \$10 each. The remaining 17 Day Licences cost \$20 each. Day Licences can be purchased in advance or on the day of usage from LTA, VRL Service Operations Division, 10 Sin Ming Drive, Singapore 575701.

If a revised vintage motorcycle/scooter is registered after 1 January and the remaining days of the calendar year is less than 45 days, the number of Day Licences allowed to be purchased will be capped to the number of remaining days (e.g. if a revised vintage motorcycle/scooter is registered on 1 December, the owner will be able to buy up to 28 Day Licences at \$10 per licence and 3 Day Licences at \$20 per licence).

Original documents (i.e. Motor Insurance Cover Note or Insurance Certificate) substantiating that the vintage motorcycle/scooter has valid motor insurance coverage for the entire road tax period when renewing the road tax of a Vintage (Normal) motorcycle/scooter or for the purchasing of Day Licence(s) for a revised vintage motorcycle/scooter must be produced.

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 are non-transferable, non-exchangeable, non-refundable and cannot be carried forward to another calendar year.

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

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

A vintage 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 of a revised vintage motorcycle/scooter must apply to LTA for approval before breaking the vehicle number plate seal(s) for repair or for doing other works on the motorcycle/scooter.

Motorcycles/scooters registered under the Vintage (Normal) Vehicle Scheme have a lifespan till 30 June 2028.

ANNEX A
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SCHEME OVERVIEW

| Scheme | Vintage (Normal) | Revised Vintage |
|--|--|---|
| Excise Duty (ED) | Based on the rate at the point when the motorcycle/scooter was first imported in Singapore. | 12% of OMV |
| Registration Fee | \$220 | \$220 |
| Additional Registration Fee (ARF) ¹ | Waived, but subject to non-transfer condition. If transfer of ownership is required – ARF will be payable based on the rate at the point when the motorcycle/scooter was first registered in Singapore. | 10% of OMV |
| Certificate of Entitlement (COE) ² | For registration – Quota Premium of Category D successfully bid for. For COE renewal – Prevailing Quota Premium (PQP) of Category D. | For registration and COE renewal –10% of the PQP of Category D. |
| Road Tax | Pay per use, inclusive of weekends and public holidays, based on normal motorcycle/scooter rate. | Up to 45 days per calendar year, inclusive of weekends and public holidays, at \$10 per Day Licence for the first 28 days and \$20 per Day Licence for the remaining 17 days. |
| Insurance | Must have valid motor insurance with at least Third-Party Risk for the entire valid road tax period. | Must have valid motor insurance with at least Third-Party Risk for the day of use. |
| Number Plate | Same as normal motorcycle/scooter (white lettering on black background). | White lettering on red and yellow background and must be sealed at any LTA-authorized inspection centre within 7 calendar days from the date of registration. |
| Electronic Road Pricing | Same as normal motorcycle/scooter. | Same as normal motorcycle/scooter. |

¹ Non-refundable.

² If a COE is renewed before its expiry, any unused COE will be forfeited.

| Scheme | Vintage (Normal) | Revised Vintage |
|--------|--|--|
| Others | <p>a) Not allowed to be placed under lay-up status.</p> <p>b) Cannot be re-registered into other vehicle schemes, except Revised Vintage Vehicle Scheme.</p> <p>c) Exemption from compliance with exhaust emission standards and other technical requirements that do not affect safety of the vintage motorcycle/scooter.</p> <p>d) Has a lifespan till 30 June 2028.</p> | <p>a) Not allowed to be placed under lay-up status.</p> <p>b) Cannot be re-registered into other vehicle schemes, except Vintage (Normal) Vehicle Scheme.</p> <p>c) Exemption from compliance with exhaust emission standards and other technical requirements that do not affect safety of the vintage motorcycle/scooter.</p> <p>d) No lifespan.</p> |

Annex B**REGISTRATION DOCUMENTS CHECKLIST**

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- Check against this list to ensure that you have all the necessary documents to register your vintage 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
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**If you need assistance, please call LTA's Customer Service hotline at
Tel: 1800-CALL LTA (1800-2255 582)**

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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.