

Application to transfer **Or** retain a vehicle registration number For more information go to www.gov.uk/personalised-vehicle-registration-numbers

V317

You must read the attached Guidance notes before you fill in this form. Please use black ink and CAPITAL LETTERS.

If you download this form you must submit both application pages when you apply.	
1 What are you applying for? Put 🕱 in the box that applies. See guidance note A.	
To transfer the vehicle registration number directly to another vehicle – fill in sections 2 and 3. The fee is £80.	
To retain (keep the use of) the vehicle registration number on a	Retention Document – fill in section 2 and 4. The fee is £80.
2 Details of the vehicle that the registration number is being transferred or retained from	Details of the vehicle the vehicle registration number is being transferred to
Vehicle registration number:	Vehicle registration number:
Make: Model:	Make: Model:
VIN/Chassis No: (You can find this on the vehicle or the V5C)	VIN/Chassis No: (You can find this on the vehicle or the V5C)
Registered keeper's details	Registered keeper's details
Title or company name:	Title or company name:
Full name:	Full name:
Full Address:	Full Address:
Postcode:	Postcode:
Your phone number: (In case we need to get in touch with you.)	Your phone number: (In case we need to get in touch with you.)
If you have bought the vehicle and want to drive it on the road please see section A of the guidance notes.	If you have bought the vehicle and want to drive it on the road please see section A of the guidance notes.
You must include the following documents for the vehicle in section 2	You must include the following documents for the vehicle in section 3
 The Vehicle Registration Certificate (V5C) or New keeper's details (V5C/2) for the vehicle with an 'Application for a vehicle registration certificate' (V62). Note: If any details on the V5C have changed, please fill in the 	 The Vehicle Registration Certificate (V5C) or New keeper's details (V5C/2) for the vehicle with an 'Application for a vehicle registration certificate' (V62), or 'Application for a first vehicle tax and registration of a new motor vehicle'
changes section on the V5C.	(V55) (if it is an unregistered vehicle). Note: If any details on the V5C have changed, please fill in the
The appropriate fee for the transfer or retention.	changes section on the V5C.
	 The appropriate fee for the transfer or retention.
Declaration	Declaration
I declare that I am, or I am about to become, the registered keeper of this vehicle, the details on the enclosed forms are correct, and I have read and understood the attached Guidance notes.	I declare that I am, or I am about to become, the registered keeper of this vehicle, the details on the enclosed forms are correct, and I have read and understood the attached Guidance notes.
Signature:	Signature:
Deter	Deter
Date: If you are signing for a partnership, limited company or other organisation, please give your position in the firm.	Date: If you are signing for a partnership, limited company or other organisation, please give your position in the firm.

4 Details for the Retention Document	Official use only
IMPORTANT – Please read this section and guidance note A, Section 4 before filling in.	ITT 126 ITT 127 Retention Transfer
If you are retaining the vehicle registration number, as the	Payment Type
registered keeper do you want to become the Grantee (the Grantee is the one who has the right to the vehicle	Who paid: Donor Recipient Other
registration number)?	EPOS Receipt No.
Yes No	<u> </u>
If you do not want to become the Grantee, for example you are giving the vehicle registration number as a gift, give the details	Donor/Retained vehicle details
of who should be the Grantee in the box below. This means	
that as the registered keeper, you will give up the right to	VRN
the vehicle registration number.	Vehicle Make
Grantee's details (see note A, section 4)	Vehicle tax expiry
Grantes & details (see field A, seedier I)	Vehicle tax details 1
Title or company name:	
Full name:	Vehicle tax details 2
Full Address:	T/C Period CC/CO ₂ Value Value
	Associated docs: V10 V85
	Replacement vehicle registration number or V53 C/D
Postcode:	
Grantee's phone number: (In case we need to get in touch with you.)	
	Is this replacement vehicle
Nominee's details (see note A, section 4)	registration number transferable? Yes No
If you are retaining the vehicle registration number and are	Is this vehicle registration number being retained?
becoming the Grantee you may want to assign it (put it on) to a vehicle registered in someone else's name. This person is	
known as the Nominee. Give the Nominee's details below.	
Title: Mr Mrs Miss Ms Other (for example, Dr)	Receiving vehicle details
(to oxample, st)	VRN
First name:	95
Surname:	Vehicle Make/Model Vehicle tax expiry
Company name:	Vehicle tax details 1
Grantee's signature:	Verificie tax details i
Grantoo o digitataro.	Vehicle tax details 2
Date: DDMM YYYY	T/C Period CC/CO ₂ Value
Date: DD MM MYMM	Associated docs: V10 V85 V55
E Paglay/Awayt dataila	
5 Dealer/Agent details	Actioning section code Output marker Action code
If a dealer is acting on your behalf and you want the paperwork	Indicator(s): Void Retained Inhibit SOM
returned to them, please fill in this section with their details.	Date received at DVLA Date processed at DVLA
Name and Address:	



Full daytime phone number: