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Don't apply before 5 March 2013

Your tax disc or SORN for your vehicle will run out on 31 March 2013
You must either:

- tax your vehicle
- tell us you are keeping your vehicle off the road (SORN), or
- tell us you no longer have the vehicle (see over the page)

between 5 March 2013 and 31 March 2013,
or you could be fined or have your vehicle seized or crushed.

Taxing

Tax online at www.direct.gov.uk/taxdisc or phone 0300 123 4321.

- You need the reference number above. Your address shown above must be correct. This is where we will send the tax disc. If your address is different, see over the page.
- An electronic check of your insurance, MoT or GVT will be made.
- You can pay by debit card or credit card. There is a £2.50 fee for paying by credit card, but no fee for paying by debit card.

You will have an extra five working days to display your old tax disc if you tax your vehicle online or by phone on or before 31 Mar 2013

Tax at a Post Office® branch. You will need:

- this renewal reminder form
- a certificate of insurance or cover note (downloaded copies are acceptable, photocopies are not)
- an original MoT or GVT Certificate (if your vehicle needs one)
- payment – if applicable (Cheques made payable to Post Office Ltd. Credit cards are not accepted).

Your **REFERENCE NUMBER** for LC05 BYJ to tax or SORN online or by phone is:

1114 4643 8271 9473

SORN – valid for 12 months unless you tax, sell or transfer your vehicle within that time

If you do not tax your vehicle, you must keep it off the road and tell us by making a SORN.

SORN online at www.direct.gov.uk/makeasorn or phone 0300 123 4321.

To renew or make a SORN you need the reference number above. There is no fee for making a SORN. If you make a SORN online you will get confirmation as you complete your transaction. If you make a SORN by phone we will send you an acknowledgement within four weeks.

For more information on SORN go to www.direct.gov.uk/sorn

Do not take this form to a DVLA local office

For Post Office® use only



8269 0901 1144 6438 2719 4730

Vehicle registration number: LC05 BYJ

Validation character: R

Make: TOYOTA
Engine capacity/CO₂: 104 G/KM
Tax class: ALTERNATIVE FUEL CAR
Test certificate:

AN APPROPRIATE MOT TEST CERTIFICATE

THE RATES OF DUTY WERE CORRECT AT THE TIME OF PRINTING. A DIFFERENT RATE MAY APPLY FOLLOWING ANY BUDGET STATEMENT.

**Your current tax disc or SORN
runs out on: 31 March 2013**

If you want a tax disc, how long do you want it to run for?

6 months



12 months



£10.00

SORN

Please put a cross (X) in the appropriate box

From 18 November 2012 vehicles manufactured or registered before 1 January 1960 will no longer need an MoT.

If you do not need a Goods Vehicle Test Certificate (that is, your vehicle is 'exempt') put a cross (X) in this box.



You still have the vehicle

your address has changed

You have not told us your new address, you can only use this 'm at a Post Office® branch that issues tax discs. You cannot k your vehicle or make a SORN online or by phone as we could send the tax disc or SORN acknowledgement letter to our old address.

You must tell us about your new address.

Fill in your registration certificate (V5C), commonly called a logbook, with your new address and send it to the address shown on the V5C.

If you do not have a V5C you will need to apply for one using an 'Application for a vehicle registration certificate' (V62).

You can get this from www.direct.gov.uk/motoringforms or at a Post Office® branch that issues tax discs. You should receive the V5C within four weeks.

Please remember to change the address on your driving licence.

You can do this for free online at www.direct.gov.uk/changeofaddress or send both parts (the photocard and paper counterpart) to DVLA, Swansea SA99 1BN.

If you want to change your vehicle's tax class to disabled

If you want to tax your vehicle and need the tax class changed to 'disabled', you will not be able to do this online or by phone. You must go to a Post Office® branch that issues tax discs. Take your full V5C, the necessary documents listed over the page and your original exemption certificate. Once the changes have been made, you can tax online or by phone next time.

If you have already used this form to tax but you are now taking your vehicle off the road (SORN)

You can't use this form or the reference number again. To make a SORN and claim a refund on your tax disc fill in an 'Application for a refund of vehicle tax when you have the tax disc' (V14). You can get this form from www.direct.gov.uk/motoringforms or from the Post Office®.

If you have made a SORN and now need to tax the vehicle

Use your V5C to tax online, by phone or at a Post Office® branch that issues tax discs.

If you can't tax on time

We accept that it is not always possible to tax your vehicle on time, for example, when getting an MoT or insurance for your vehicle. By law, you as the registered keeper will not be committing an offence if you tax the vehicle or make a SORN within 14 days of the date your current tax disc or SORN runs out. You must keep your vehicle off the road during this time as you will be committing an offence if it is used or kept on the public road.

Continuous insurance enforcement – stay insured

From early 2011 a new law gives us and the Motor Insurers' Bureau (MIB) more power to deal with keepers of vehicles that are not insured. We will compare our records with those held on the Motor Insurance Database (MID) to identify keepers of vehicles without insurance.

If your vehicle is not insured and you have not made a SORN, you may be fined, or your vehicle may be clamped, seized and may be disposed of.

You could also be prosecuted. To check your vehicle is recorded as 'insured' on the MID, visit the free service at www.askMID.com

Do not contact DVLA as only your insurance provider can update the MID.

For more information visit www.direct.gov.uk/stayinsured

Contact details



For more information on taxing go to www.direct.gov.uk/vehicletax

For enquiries about vehicles, phone 0300 790 6802 (between 8am and 7pm Monday to Friday and 8am to 2pm on Saturdays).

If you are deaf or hard of hearing and have a textphone, phone 0300 123 1279. This number will not respond to ordinary phones.

To find your nearest Post Office® branch that issues tax discs go to www.postoffice.co.uk or phone 0845 722 3344.

Data protection We can release your details from our vehicle register if we are allowed to do so by law. Visit our website at www.direct.gov.uk/dvladataprotection for more information.



An executive agency of the
Department for
Transport

