Sir,

I,  ________________ (Name and designation) of the  ________________ (Name of FR) being the owner of motor vehicle No.  ________________ registered at  ________________ under relevant section of the Motor Vehicle Act, 1988, hereby declare that I have, since the  ________________ day of  ________________, 20__ kept the said motor vehicle in the State of  ________________ and hereby apply for assignment to the motor vehicle of a fresh registration mark.

I enclose the certificate of registration and the certificate of fitness of the vehicle.

Place:  ________________
Date:  ________________

(Name & Designation)

Countersignature of the FR

The above particulars are verified.

Place:  ________________
Date:  ________________

(Name & Designation)

(For use in Ministry of External Affairs (Protocol Special Section)/Protocol Department of the State Government concerned)

Certified that  ________________ (Name & Designation) continues to hold the status of a Diplomatic Office/Consular Office/Entitled Officer of FR. He/she is at present stationed at  ________________.

Place:  ________________
Date:  ________________

Signature of the Protocol Officer

Official Seal