

**Application for Registration of Motor Vehicles of Foreign Representations and their entitled members**

(To be filled in quadruplicate)

1. Full Name, designation and address of the Diplomatic Officer /entitled Officer  
OR  
The Foreign Representation :
2. Name & address of the person / company from whom the vehicle was purchased / imported :
3. In case of an imported car, Name of the port through which the vehicle was imported  
( *attach a copy of the Bill of Lading* ) :
4. Number & date of the Customs / Excise Duty Exemption Certificate ( *attach a copy* ) :
5. If imported, Country from which imported :
6. Class of vehicle ( Passenger / Commercial ) :
7. Type of vehicle ( Saloon / Coupe / Hatchback ) :
8. Make :
9. Model :
10. Year of Manufacture :
11. Number of Cylinders :
12. Horse Power / Engine Capacity :
13. Chassis Number :
14. Engine Number :
15. Seating Capacity ( including driver ) :
16. Unladen Weight :
17. Particulars of previous registration, if any  
( *attach a copy of the Registration Certificate* ) :
18. Exhaust Emission Standards : Euro / Bharat Stage III/IV  
( *attach a copy of the initial certificate of compliance with pollution standards, safety standards of components and roadworthiness issued by the manufacturer* )
19. Details of the insurance policy : Type : Third Party / Comprehensive  
( *attach a copy* ) Value : Rs. \_\_\_\_\_  
Valid upto : \_\_\_\_\_

- |      |  |   |                      |   |
|------|--|---|----------------------|---|
| 20.* | Colour or colours of body, wings and front end           | : | (i) Front Axle       | : |
|      |  |   | (ii) Rear Axle       | : |
|      |  |   | (iii) Any other Axle | : |
| 21.* | Maximum laden weight                                     | : |                      |   |
| 23.* | Maximum Axle weight<br>( for heavy motor vehicles only ) | : | (i) Front Axle       | : |
|      |  |   | (ii) Rear Axle       | : |
|      |  |   | (iii) Any other Axle | : |

**Certificate**

I hereby declare that this vehicle has not been registered in any other State in India and that no information has been withheld or suppressed.

**Place :**

**Date :** \_\_\_\_\_  
( *Signature of the applicant / authorized person* )

\_\_\_\_\_  
( *Name and Designation* )

**Countersignature of the FR**

The above particulars are verified.

**Place :** **Seal of  
FR**

**Date :** \_\_\_\_\_  
( *Signature of the Head of FR  
or the Officer authorized to sign for this purpose* )

\_\_\_\_\_  
( *Name and Designation* )

( For use in the Ministry of External Affairs (Protocol Division) / Protocol Department of the State Government concerned / MEA Branch Secretariat )

Certified that \_\_\_\_\_ ( *Name of the Foreign Representation / Name and designation of the Entitled Member of the Foreign Representation* ) is recognised by the Government of India and that it / he / she is entitled to exemption from payment of registration fee. The vehicle whose particulars are given above has been assigned registration number \_\_\_\_\_.

**Place :**

**Official seal**

**Date :** \_\_\_\_\_  
( *Signature of the Protocol Officer* )

\*Information at S.Nos. 20,21,22 & 23 are to be provided only for a rigid frame heavy motor vehicle of two or more axles.

**Certificate of inspection of the vehicle**

Certified that the particulars contained in the application are correct and the vehicle complies with requirements of the Motor Vehicle Act, 1988 and the Rules made thereunder.

**Date :**

\_\_\_\_\_  
( *Signature of the Inspecting Authority* )

\_\_\_\_\_  
( *Name and Designation* )

**Office Endorsement**

Ref. Number

Office of the \_\_\_\_\_

\_\_\_\_\_  
Dated \_\_\_\_\_

The vehicle \_\_\_\_\_ ( Make / Model ) bearing Chassis number \_\_\_\_\_ and Engine number \_\_\_\_\_ has been registered in the name of \_\_\_\_\_ under registration number \_\_\_\_\_.

\_\_\_\_\_  
( *Signature of the authorized officer* )

To,

The Protocol Officer Special  
Ministry of External Affairs,  
Room No. 1099, B Wing,  
Jawaharlal Nehru Bhawan,  
23-D Janpath, New Delhi-110011

***Please note the information in the box for completion of Form 19***

*Abbreviations used :*

**FR** for Foreign Representation

**EC** for Customs Duty Exemption Certificate

**PP** for Privileged Person

**MEA** for Ministry of External Affairs

**This Form is to be submitted in quadruplicate ( 4 identical copies ) with the following documents :-**

1. An accompanying Note Verbale of the FR (with the first copy only).
2. A copy of the **Prior Approval** of the Protocol Special Section of MEA / State Government Protocol / MEA Branch Secretariat for the purchase of the right hand drive vehicle by the FR / PP.
3. In case of **second hand purchase** from another FR / PP, a copy of the **sale permission** issued by the Protocol Special Section of MEA / State Government Protocol / MEA Branch Secretariat to the seller of the vehicle.
4. A Copy of the **Registration Certificate** of the vehicle (in case of a second hand vehicle).
5. Document showing availment of Excise Duty exemption (if availed) or Customs Duty Exemption Certificate (in case of an imported vehicle). (**Reference Serial No. 4 of Form 19**).
6. A copy of the **Bill of Entry** with endorsement in the name of the current owner (in case of an imported vehicle).
7. A copy of the **Invoice** of the vehicle (not mandatory for old vehicles).
8. A copy of the **Bill of Lading** of an imported vehicle (**Reference Serial No. 3 of Form 19**).
9. A copy of **valid insurance policy** of the vehicle.
10. A copy of the **certificate of compliance** with the prescribed Exhaust Emission Control standards.