Driver & Vehicle Standards Agency

Public Service Vehicles

APPLICATION FOR REPLACEMENT DOCUMENTS

VTP 6

FAILURE TO COMPLETE THE FORM ACCURATELY OR IN FULL COULD RESULT IN DELAYS OR REJECTION

1. VEHICLE DETAILS

Vehicle Registration Mark :

Chassis Number :

2. APPLICANT DETAILS

Title : **Name :**

Company Name :

Address :

Post Code : **Tel. No. :**

Email :

3. DOCUMENT DETAILS

Test Certificate for PSV (VTP 20)*	☐	**Accessibility Certificate (PSVA 2)**	☐
Certificate of Initial Fitness (PSV 418)	☐	**Conformity Certificate (PSVA 7)**	☐
Certificate of Conformity (PSV 408)	☐	**Carrying Capacity Authorisation (PSV 445)**	☐

Please Note :** It's free and quicker to download a replacement MOT certificate online rather than applying for a replacement - **www.gov.uk/replacing-lost-damaged-mot-certificate

4. DATA PROTECTION, DECLARATION AND SIGNATURE

DATA PROTECTION – We collect, use and store your personal data so that we can process your application requesting replacement documents.

We may share your personal data if we have a lawful reason. For example as part of a criminal investigation or to prevent fraud. Find out more at **www.gov.uk/dvsa/privacy**.

DECLARATION – I confirm that, as far as I know, all statements in this application are true.

Signature : **Date :**

Print Full Name :

Please Note : All 'Declaration' sections above must be completed. A typed 'Signature' is acceptable if sending your form electronically.

5. PAYMENT OPTIONS & DETAILS – POSTAL APPLICATIONS ONLY

If you choose to send your application by post, you can pay the required fee by one of several methods :

1. **Cheques/Postal Orders -** Payable to the ***'Driver and Vehicle Standards Agency'*** *(or 'DVSA') and* ***only accepted with postal applications.***
2. **Credit/Debit Card -** If you choose to pay by this method, then once your application has been received, you will be contacted by email with instructions on how to arrange your card payment.
3. **DVSA Pre-Funded Customer Account -** If you are a regular user of the scheme this is the quickest method to use. For pre-funded customer accounts, the signatory on the application must be a delegate authorised to use the account. Find out how you can **apply for a DVSA pre-funded customer account**.

You can see the **Vehicle Approvals fees online** or by telephoning our **Customer Service Centre** on **0300 123 9000.**

How are you paying for this application? *(Please tick one box)*

Cheque / Postal Order	☐	*Payable to 'Driver and Vehicle Standards Agency' or 'DVSA' (only with postal applications).*
Credit / Debit Card	☐	*Payment to be made once application is received.*
DVSA Pre-Funded Customer Account	☐	**Account 'C' No. :**

I hereby authorise the **Driver and Vehicle Standards Agency** to take the amount stated below from my bank / pre-funded customer account in respect of my application.

£ .

Signature details : Please sign and print your name if you are the **DVSA customer account delegate**.

Signature : **Date :**

Print Full Name :

ON COMPLETION

Use the service to **Apply for a vehicle test or certificate for a coach or bus** to send your **fully completed** form to the Driver and Vehicle Standards Agency (DVSA).

Alternatively, please send your application to :

Replacements Section, DVSA, Ellipse, Padley Road, Swansea, SA1 8AN.

Please Note : Replacement documents issued supersede any original documents.

DVSA Customer Service Centre - 0300 123 9000