

## CIRCULAR

### REGULATING THE VEHICLE REGISTRATION

*Pursuant to the Law on Road Traffic in 2008;*

*Pursuant to the Article 167 of the Civil Code in 2005;*

*Pursuant to the Decree No. 77/2009/ND-CP dated 15 September 2009 on regulating rights, functions, obligations and organization structure of Ministry of Public Security;*

*At the request of the Director of General Department of Administrative Police for Social Order and Safety;*

*The Minister of Public Security hereby promulgates the Circular on the vehicle registration.*

#### Chapter I

### GENERAL PROVISIONS

#### Article 1. Governing scope

This Circular provides for the issuance, replacement and revocation of license plate and vehicle registration for road motor vehicles, as stipulated by the Law on Road Traffic, including automobiles; tractors; trailers or semi-trailers towed by vehicles or tractors; two-wheeled, three-wheeled motorcycles with cylinder capacity of over 50cc (hereinafter referred to as motorcycles); motorcycles with cylinder capacity of 50cc and below (hereinafter referred to as small motorcycles, including electric bikes) and other vehicles built with similar specifications; dedicated vehicles used by the Police for the security purpose (hereinafter referred to as vehicle registration).

#### Article 2. Applicable subjects

1. This Circular shall be applied to:

- a) Traffic police officers and non-commissioned officers (hereinafter referred to as the officer) in charge of the vehicle registration.
- b) Police officers serving in competent units and local departments.
- c) Domestic bureaus, organizations and individuals; foreign organizations and individuals with legitimate head office or residence within the territory of Socialist Republic of Vietnam, who are involved in the vehicle registration.

2. This Circular shall not be applied to the registration of military motor vehicles used for the purpose of national defense.

#### Article 3. Vehicle registration authority (also known as the competent registry)

1. Department of Roadway – Railway Traffic Police shall register and issue the license plate for vehicles of Ministry of Public Security, and automobiles of diplomatic missions and representative offices of international organizations and foreign nationals working for these ones; automobiles owned by agencies and organizations as stipulated at the Appendix No.01 of this Circular.

2. Division of Traffic Police, Division of Roadway – Railway Traffic Police directly managed by the Department of Public Security throughout provinces and centrally-affiliated cities (hereinafter referred to as Traffic Police Division), shall register and issue the license plate for the following types of vehicle (exclusive of those owned by agencies, organizations and individuals as regulated at Clause 1 of this Article):

a) Automobiles, tractors, trailers and semi-trailers; motorcycles built with a cylinder capacity of over 175 cm<sup>3</sup> or those confiscated by competent authorities, and certain vehicles built with the similar specifications to the aforesaid, owned by domestic and foreign agencies, organizations and individuals, including purpose-built vehicles used in the business activities of the Military, all of which establish their head office or residence in the local areas where these vehicles are registered.

b) Motorcycles, small motorcycles, electric vehicles and others built with the similar specification to the aforementioned, owned by foreign agencies, organizations and individuals, or used at projects, foreign joint-venture economic institutions at the local areas where these vehicles are registered, and those owned by organizations and individuals who establish their head offices and residence in districts, towns and provincial municipalities where Traffic Police Division is located.

3. The Police of a district, town and provincial municipality (hereinafter referred to as the Police of a district) shall be eligible to grant the registration and issue the license plate for motorcycles, small motorcycles, electric vehicles and others built with the similar specification to the aforementioned, owned by domestic agencies, organizations and individuals who establish their head offices and residence where their vehicles are registered (regardless of vehicles of agencies, organizations and individuals as stipulated at Clause 1 and 2 of this Article).

4. Where applicable and due to the practical conditions at border districts, remote and isolated areas or other local areas facing with the material hardship, the Director of Department of Public Security in a province and centrally-affiliated city, after sending a report to and receiving a consent in writing from Director of General Department of Administrative Police for Social Order and Safety, shall be eligible to authorize the Traffic Police Division to register and grant the license plate in group to ensure convenience for those who have the demands for the vehicle registration.

#### **Article 4. Time limit for the issuance of license plate and vehicle registration**

1. The license plate shall be issued immediately after required documents have been fully submitted.

2. The issuance and replacement of vehicle registration certificate; the issuance of title transfer and vehicle relocation; the issuance of the certificate of revoked license plate and vehicle registration, shall not exceed 2 working days as from the date of fully submitting legal documents.

Where the certificate of vehicle registration has been lost and needs to be reissued, the verification and completion of procedures shall not exceed 30 days as from the date of fully receiving legal documents.

3. The reissuance and replacement of the license plate immediately after legal documents have been entirely submitted; in case of waiting for license plate manufacturer, time for the reissuance and replacement of license plate shall not exceed 7 working days as from the date of fully receiving legal documents.

4. In case of the temporary registration, issuing the temporary certificate of license plate and vehicle registration shall be completed within a day.

#### **Article 5. Responsibilities held by competent authorities and public servants in charge of the vehicle registration**

1. Comply with legal regulations of this Circular and other relevant laws pertaining to the vehicle registration. Strictly prohibit any other regulations on the vehicle registration in breach of the regulations of this Circular.

2. Public servants in charge of the vehicle registration, on receipt of vehicle registration documents, must check and compare it with current vehicle condition. If required documents are complete and adhere to legal regulations, they must accept and carry out the vehicle registration.

Where submitted documents fail to ensure the required procedures as stipulated by laws, they must provide registrants with sufficient and thorough instructions (clearly write these instructions on the back of vehicle registration declaration) and assume their full responsibility for such instructions.

#### **Article 6. Responsibility held by legal vehicle owners**

1. Strictly abide by laws and regulations on the vehicle registration; Hold vehicle documents in accordance with legal regulations and assume their responsibility for the legitimate status of their vehicles as well as their vehicle registration documents in compliance with laws; Have their vehicles inspected at vehicle registration authorities and pay fees for the registration and issuance of license plate according to legal regulations.

Where legal owners keep a partial documentation of vehicle registration issued by the former vehicle registry, upon completing the required procedures to issue and replace the certificate of license plate, vehicle registration, title transfer and vehicle relocation as well as revoke the certificate of license plate and vehicle registration, this part of documentation must be submitted.

2. Immediately when the decision on transferring and using a vehicle as a gift, send a written notice by filling in form 01 attached to this Circular to the registry where the certificate of vehicle registration has been issued for any further inspection. Where there is no written notice to be given, continue to take their full legal responsibility for that vehicle until any organization or individual as a receiver of that vehicle completes the procedures for the registration of title transfer and vehicle relocation.

3. Within a period of 30 days as from the date of documenting the vehicle ownership transfer, an organization and individual as a receiver of that vehicle must have their vehicle registered at the vehicle registry to complete the procedures for title transfer and vehicle relocation.

4. To strictly prohibit tampering with required documents as well as any attempt in scratching and erasing engine and chassis number for the purpose of obtaining the vehicle registration.

## **Chapter II**

# PROCEDURES FOR ISSUING, REPLACING AND REVOKING THE CERTIFICATE OF LICENSE PLATE AND VEHICLE REGISTRATION

## Section A. THE REGISTRATION AND ISSUANCE OF LICENSE PLATE

### Article 7. Vehicle registration documentation

Documents include:

1. Vehicle registration declaration.
2. The owner's legal documents.
3. Vehicle documentation.

### Article 8. Vehicle registration declaration

The legal owner shall be responsible for fully declaring the contents required in the vehicle registration declaration (fill in the form No. 02 attached to this Circular), together with their signature, full name and seal (applied to agencies or organizations).

### Article 9. The owner's legal documentation

1. If the legal owner is Vietnamese, one of these documents must be submitted:

- a) Identity Card. Where the identity has not been issued yet or the permanent residence in the Identity Card is not identical to the vehicle registration declaration, family record book must be shown instead.
- b) Letter of recommendation from head of agencies and units where they are working, attached to the Identity Card of the People's Police; the Identity Card of the People's Military (in compliance with the legal regulations of Ministry of National Defence).

Where there is none of the aforementioned to be shown, the confirmation letter from head of agencies and units must be submitted.

c) With respect to Learner's and student's card of those who are attending the continuous full-time training at vocational schools, colleges, universities and institutes for a period of more than 2 years, the recommendation letter is required.

2. If the legal owner is a Vietnamese expatriate currently living and working in Vietnam, temporary residence or family record book and Passport (valid) or any other valid document in lieu of Passport must be submitted.

3. The legal owner is a foreign national

- a) As for foreign nationals who are working for diplomatic missions, consular posts and representative offices of international organizations, they must show their Diplomatic and Official Identity Card (valid), and submit a letter of accreditation to Directorate of State Protocol or Department of Foreign Affairs.
- b) As for foreign nationals working and living in Vietnam, they must show their Passport (valid) or other valid substitutes for Passport; Permanent Residence Card or Temporary Residence Card for those who have resided in Vietnam for more than one year, and a work permit in accordance with laws, as well as submit a letter of accreditation from competent Vietnamese organizations and agencies.

4. The legal owner is an agency or organization

- a) If the legal owner is a Vietnamese agency or organization, Identity Card and letter of accreditation of the authorized person must be shown.
- b) If the legal owner is a diplomatic mission, consular post and representative office of international organizations in Vietnam, Diplomatic and Official Identity Card (valid) of the authorized person must be shown; letter of accreditation from Directorate of State Protocol or Department of Foreign Affairs must be submitted as well.
- c) If the legal owner is a joint-venture or wholly foreign-owned enterprise, representative office and a foreign enterprise who have won a bidding in Vietnam, and non-governmental organization, the authorized person to register their vehicle must show his/her identity card and submit a letter of accreditation; where there is no letter of accreditation from these organizations, they must obtain it from higher managerial agencies.

5. The authorized person to carry out the vehicle registration must show his/her identity card; submit his/her letter of authorization that is notarized by People's Committee of a hamlet, ward, town or any proper confirmation made by his/her working agency and unit.

### Article 10. Vehicle documentation

1. The documentation of vehicle ownership transfer shall include the followings:

- a) The written decision on using a vehicle as a gift or a sales contract as stipulated by laws.

b) A lawful succession document.

c) A bill of sale as stipulated by the Ministry of Finance.

d) A written consent from the competent authority for vehicle liquidation in compliance with legal regulations (applied to the Police's vehicles); from the General Staff (applied to Military's vehicles).

đ) A written consent for the vehicle sale from the Minister or Chairperson of People's Committees of a province and centrally-affiliated city (hereinafter briefly referred to as Chairperson of provincial People's Committee) or the Chairperson of Board of Directors, together with a sales contract and a declaration of property transfer in respect of state-owned enterprise's vehicles to be handed over, sold, contracted to sell and for hire.

e) The decision on vehicle allocation and transfer made by the Ministry of Public Security (applied to purpose-built vehicles) or a sales documentation (applied to those bought by agencies and units at their own expense) in respect of dedicated vehicles owned by the People's Police for the security purpose.

g) A written agreement on selling and using a vehicle as a gift between individuals must be notarized as stipulated by the law on notarization, or certified by the People's Committee of a hamlet, ward and town with respect to the signature of the owner who is eligible to sell and use his/her vehicle as a gift in compliance with the law on certification.

If the legal owner is a public servant and a soldier of the People's Public Security and Military or foreign nationals working for diplomatic missions, consular posts and representative offices of international organizations, and registers his/her vehicle at the address of his/her agencies, organizations and units, he/she must provide the confirmation from them.

## 2. Written documentation of vehicle registration tax

a) A receipt or a written proof of payment to the state budget in cash or cheque through the State Treasury (certified by the state treasury on payment) or a payment order sent to the bank where vehicle registration tax has been paid as stipulated by the Ministry of Finance.

If there is only one proof of payment for vehicle registration tax, each vehicle must submit a proper duplicate legally certified and confirmed by an agency where that documentation has been issued.

b) As for vehicles exempted from paying the registration tax, only the declaration of registration tax certified by a taxation department (in lieu of a receipt or a written proof of payment for the registration tax) shall be requested.

## 3. The certificate of vehicle origin

a) As for imported vehicles under a commercial contract, tax-exempt vehicles, dedicated vehicles taxed at the rate of 0% and vehicles used as the project-based aid, the declaration of origin for imported automobiles and motorcycles (following the form issued by the Ministry of Finance) must be submitted.

b) As for temporarily imported and re-exported vehicles of those who are eligible for the diplomatic privileges and immunities in accordance with legal regulations or International Treaties of which Vietnam is a member; vehicles of foreign experts who are developing ODA projects in Vietnam; Vietnamese expatriates who are invited to work in Vietnam, a permit of imported vehicles from the Customs must be submitted.

c) With respect to non-trade imported vehicles, those used as a gift or imported vehicles in the form of a relocated property and vehicles serving the purpose of non-returnable aid and humanity, they are required to submit:

- A permit of importation from the Customs and a declaration of non-trade import and export goods as stipulated by the Ministry of Finance.

- A receipt of payment for the import duty, excise tax and value-added tax of import goods (must be available as regulated by laws) or an order of collecting and payment, or a written record of payment via State Treasury or money order or a payment order sent to a bank, along with the clear statement of paid tax.

In the absence of tax payment receipt, the written decision or documentation of tax exemption from competent authorities, or the certificate of aid in accordance with statutory regulations of the Ministry of Finance (as a substitute for the receipt) must be included.

As for vehicles taxed at the rate of 0%, the declaration of non-trade import and export goods shall be required as regulated by the Ministry of Finance, in which vehicle brand name, engine and chassis number must be clarified.

d) As for trailers, semi-trailers, tractors, electric vehicles and imported electric automobiles, the certificate of technical quality, safety assurance and environment protection for imported motor vehicles (applied to the license plate registration) or a written notice of exemption from the

examination of technical quality, safety and environment protection for imported motor vehicles, as regulated by Ministry of Transport, must be submitted.

If the certificate of technical quality, safety assurance and environment protection for imported motor vehicles is given without vehicle brand name and trademark, the manufacturing country must be clarified and filled with the category number on the application form.

dd) As for vehicles manufactured and assembled in Vietnam: the certificate of quality inspection of finished road motor vehicle transport must be shown, as stipulated by the Ministry of Transport.

e) Refurbished vehicles:

- The certificate of vehicle registration (applied to those that have been already registered) or the documentation of origin for the importation (applied to those that have been already used) must be included, as stipulated at Point a, Clause 3 of this Article.

- The certificate of technical quality, safety assurance and environment protection for refurbished motor vehicles, owned by the Ministry of Transport or the Ministry of Public Security (applied to those owned by the People's Police forces), must be submitted.

If vehicles have changed their engine block and chassis fittings, the documentation of origin must be comprised of an additional declaration of import and export goods or an electronic declaration together with the specific declaration of engine and chassis fittings (a legally notarized and certified original or duplicate), shall be required.

If engine or chassis fittings are domestically produced, these items must show the certificate of ex-factory quality inspection as regulated by the Ministry of Transport.

If engine and chassis fittings are reused from a registered vehicle, the certificate of revoked license plate and vehicle registration (clearly state that this is issued to these engine and chassis fittings) must be additionally submitted.

If engine and chassis fittings are reused from confiscated vehicles, the decision on the vehicle confiscation made by competent authorities, together with a bill of sale for confiscated properties sold to raise the state fund as regulated by laws, must be included.

g) As for confiscated vehicles being settled to raise the state fund, the following documents must be submitted:

- The decision on confiscation to raise the state fund from competent authorities.

- The invoice of selling confiscated properties to raise the state fund, issued by the Ministry of Finance (applied to those settled by means of the liquidation); the written report of property delivery (applied to those settled by means of transfer).

h) Vehicles subject to the decision on material evidence settlement, the followings must be included:

- The Decision on material evidence settlement, issued by the Inspection Authority, the People's Procuracy or the People's Court (an original is granted to each vehicle).

- The payment note or the monetary receipt, or a written record of property delivery (in case of a victim).

Where the decision on the settlement of confiscated material evidence to raise the state fund is needed, the invoice of selling confiscated properties to raise the state fund, issued by the Ministry of Finance (in case of properties being settled by means of liquidation); the written report of property delivery (applied to properties being settled by means of transfer).

i) Vehicles settled as stagnant goods in bonded warehouses:

- The documentation of origin for imported goods as regulated at Point a, b, c and d, Clause 3 of this Article.

- The decision on selling stagnant goods in bonded warehouses, as regulated by the Ministry of Finance.

As for vehicles particularly listed as prohibited goods with reference to the Government's statutory regulations, the decision on settling confiscated properties to raise the state fund from the Customs (following the registration documents regulated at Point g, Clause 3 of this Article) must be included.

k) As for vehicles subject to the settlement of stagnant goods at deep-water harbours, the decision on property sale made by the management board of stagnant goods settlement at deep-water harbour, signed by its Chairperson, also known as a leadership member of the Ministry of Finance, must be submitted.

If vehicles are subject to the settlement of stagnant goods to raise the state fund, the documentation of origin must abide by statutory regulations stated at Point g, Clause 3 of this Article.

l) As for vehicles that must pay import duty (applied to those that have been already registered but currently found with a false documentation of origin), the followings must be included:

- A receipt of payment for import duty, excise tax and value-added tax for imported goods (if applicable).
- The certificate of vehicle registration or the decision on material evidence settlement or a written conclusion from an inspection authority.

m) As for vehicles that must pay an additional import duty, the followings must be included:

- The decision on duty payment from the Customs of a province and centrally-affiliated city.
- The certificate of payment for the import duty to the state budget.
- Original vehicle documentation.

n) As for vehicles serving the purpose of national reserves, the documentation is included as follows:

- A sales order of goods for national reserves; if various vehicles share the same sales order, each vehicle must keep a duplicate of that order (verified by the Department of National Reserves).
- A declaration of origin for imported vehicles or a confirmation letter from General Department of Customs (each vehicle keeps 1 original) fully clarified with brand name, engine and chassis number.

4. If Ministries and departments make changes in the forms used for the origin documentation, taxation documents and others related to the vehicle registration, General Department of Administrative Police for Social Order and Safety or the Department of Roadway – Railway Traffic Police are entitled to inform the competent registries as stipulated at Article 3 of this Circular.

## **Section B. THE REGISTRATION OF TITLE TRANSFER AND VEHICLE RELOCATION**

### **Article 11. The registration of vehicle title transfer within a province and centrally-affiliated city**

1. Any organization or individual who is a receiver or transferee of the vehicle must show their legal documents as stipulated at Article 9 of this Circular and submit the followings:

- a) A declaration of vehicle registration (the form 02 attached to this Circular).
- b) A certificate of vehicle registration.
- c) A documentation of vehicle ownership transfer as stipulated at Clause 1, Article 10 of this Circular.
- d) A documentation of payment for vehicle registration tax as stipulated at Clause 2, Article 10 of this Circular.

2. In terms of the registration of vehicle title transfer, the previous license plate (except for 3-digit or 4-digit ones that are required to change into 5-digit license plate under statutory regulations) shall be kept unchanged, and the certificate of vehicle registration shall be issued to the new legal owner.

### **Article 12. Title transfer and vehicle relocation in a different province, centrally-affiliated city**

1. Any organization or individual who is a buyer, a receiver or a transferee of the vehicle shall complete their procedures at the competent registries specified in the certificate of vehicle registration. They do not need to take their vehicle there for inspection but must show the legal documents as stipulated at Article 9 of this Circular, as well as submit following documents:

- a) Two declarations of title transfer and vehicle relocation (the form 04 attached to this Circular).
- b) A certificate of license plate and vehicle registration.
- c) A documentation of vehicle ownership transfer as stipulated at Clause 1, Article 10 of this Circular.

Where the legal owner and his/her vehicle are completely transferred and relocated in other provinces and centrally-affiliated cities (hereinafter referred to as the province), a permit of his/her work transfer or his/her Family record book must be used as a substitute for the documentation of vehicle ownership transfer.

### **Article 13. Vehicle registration from different provinces**

1. The legal owner must show relevant documents as stipulated at Article 9 of this Circular as well as submit the followings:

- a) A declaration of vehicle registration (the form 02 attached to this Circular).
- b) A documentation of payment for vehicle registration tax as stipulated at Clause 2, Article 10 of this Circular.
- c) A declaration of title transfer and vehicle relocation (the form 04 attached to this Circular) and an attached slip of title transfer and vehicle relocation together with a documentation of vehicle ownership transfer as stipulated at Clause 1, Article 10 of this Circular.

d) An original vehicle documentation in accordance with legal regulations.

### **Section C. REPLACEMENT AND REISSUANCE OF LICENSE PLATE AND VEHICLE REGISTRATION CERTIFICATE**

#### **Article 14. The replacement of the certificate of license plate and vehicle registration**

1. Replacing the certificate of vehicle registration is applicable to refurbished and repainted vehicles; vehicles that apply for the extension on their expiry date of the vehicle registration certificate; vehicles that hold unreadable and damaged registration certificate; a vehicle which was previously owned by a spouse but currently needs changing into a property commonly owned by both husband and wife; vehicles of which the legal owner has changed the registration information; or vehicles of which the legal owner has transferred his/her registration vehicle certificate to the new one as stipulated in this Circular.

2. The replacement of license plate is applicable to vehicles that hold unreadable and damaged licence plate.

3. Procedures for the replacement of license plate and vehicle registration

a) A declaration of vehicle registration (the form 02 attached to this Circular).

b) Other relevant documents with reference to legal regulations of Article 9 in this Circular.

c) The suspension of an old vehicle registration certificate or license plate shall be applicable to the replacement of vehicle registration certificate or license plate respectively.

The replacement of the certificate of license plate and vehicle registration applicable to vehicles of diplomatic missions, consular posts, representative offices of international organizations, and foreign staff, must further include:

- A letter of accreditation from the Directorate of State Protocol (applied to diplomatic missions and representative offices of international organizations) or the Department of Foreign Affairs (applied to consular posts).

- A diplomatic note from diplomatic missions, consular posts and representative offices of international organizations.

- As for foreign staff, their diplomatic and official identity card (valid) must be submitted.

Where the legal owner is a public servant and soldier of the People's Police, Military, a pupil or student, who has already registered their vehicles at the address of their working locations, and currently managed to leave these places, they shall have their vehicle registration certificate changed and reissued at the new temporary or permanent residences.

In the process of replacing the certificate of license plate and vehicle registration, though a vehicle (except for refurbished and repainted vehicles) so not need to show up at inspection authorities, the legal owner still has to submit a rubbing of engine and chassis numbers in accordance with legal regulations.

4. Whenever the replacement of the certificate of license plate and vehicle registration occurs, the previous license plate remains unchanged. If a vehicle registers 3-digit or 4-digit license plate or any other numbering system, it must change to 5-digit license plate in accordance with legal regulations.

#### **Article 15. The replacement of the certificate of license plate and vehicle registration that have been lost**

1. The documentation of replacing lost license plate and vehicle registration shall include:

a) A declaration of vehicle registration (the form 02 attached to this Circular).

b) Other relevant documents as stipulated at Article 9 of this Circular.

With respect to the replacement of the certificate of license plate and vehicle registration for vehicles of diplomatic missions, representative offices of international organizations and foreign staff, the applicant's documentation must include:

- A letter of accreditation from the Directorate of State Protocol (applied to diplomatic missions and representative offices of international organizations) or the Department of Foreign Affairs (applied to consular posts).

- A diplomatic note from diplomatic missions, consular posts and representative offices of international organizations.

- As for foreign staff, diplomatic and official identity card (valid) must be submitted.

2. Whenever the replacement of the certificate of license plate and vehicle registration occurs, the license plate shall remain unchanged. If a vehicle registers 3-digit or 4-digit license plate or any other numbering system, it must change to 5- digit license plate in accordance with legal regulations.

In case of those who have already completed the procedures for the license plate and vehicle registration as well as the legal owner's title transfer and vehicle relocation, and at the request of the legal owner for his/her full ownership of the vehicle, his/her vehicle shall be registered again and its license plate shall be kept unchanged; If a vehicle registers 3-digit or 4-digit license plate or any other numbering system, it must change to 5-digit license plate in accordance with legal regulations.

#### **Section D. TEMPORARY VEHICLE REGISTRATION**

##### **Article 16. Types of vehicle subject to the temporary registration include:**

1. Automobile cab chassis; pickup truck; trailer and semi-trailer; tractor that are imported, manufactured and assembled and are driven from a warehouse, port, factory and distribution agencies to the competent registries or arrive at other agencies and warehouses for storage.
2. Vehicles registered with foreign license plates and enabled to be temporarily imported and re-exported by competent authorities within an expiry date (except for those that operate at border gates), including vehicles for the purpose of conferences, fairs, sports, exhibitions and tourism; transited vehicles; right-hand drive (wrong-hand drive) automobiles that are allowed to run on the roads as stipulated by laws.
3. Vehicles that are newly assembled in Vietnam and undergo a drive test on public streets.
4. Automobiles that hold the certificate of title transfer and vehicle relocation in different localities.
5. Automobiles that stay in the process of suspending the certificate of license plate and vehicle registration for the purpose of re-export or transfer in Vietnam.
6. Vehicles that are allowed by competent authorities to enter into Vietnam for the purpose of conferences, fairs, sports and exhibition.
7. Examined automobiles and those that operate within restricted areas (whenever they are driven beyond their restricted areas).

##### **Article 17. The documentation of temporary vehicle registration**

1. A vehicle, manufactured and assembled in Vietnam, must complete the following documents:

- a) A declaration of vehicle registration (the form 02 attached to this Circular).
- b) The certificate of ex-factory quality inspection for road motor vehicles from the manufacturer in accordance with legal regulations. If a vehicle is manufactured and assembled in Vietnam and is undergoing the drive test on the public roads, a written approval for its design or a verification from the Vietnam Department of Register must be included.
- c) A bill of sale or stock issue note.

2. Imported vehicles; those that are temporarily imported and re-exported within an expiration date; or transited vehicles, the documentation shall include:

- a) A declaration of vehicle registration (the form 02 attached to this Circular).
- b) A declaration of import and export goods or a detailed declaration of imported vehicle.

If a vehicle complete the procedure for importation, the application for the registration and issuance of temporary license plate must include certain documents as stipulated at Clause 1, 3 and Article 10 of this Circular.

3. As for foreign vehicles that are allowed to enter into Vietnam for the purpose of conferences, fairs, exhibitions, sports and tourism events, the certificate of vehicle registration or the list of vehicles, approved by competent authorities, must be available.

4. As for vehicles that complete the title transfer and vehicle relocation as well as apply for the revocation of the certificate of vehicle registration and license plate, the documentation of temporary license plate and vehicle registration must include the written notification of title transfer and vehicle relocation or the certificate of revoked license plate and vehicle registration.

5. As for automobiles, owned by foreigners and registered in foreign countries, and built with right-hand (wrong-hand) drive, the application for its legal operation on the roads shall include:

- a) A declaration of vehicle registration (the form 02 attached to this Circular).
- b) A written permit of operation on the roads in Vietnam from the Prime Minister, or Ministries and departments authorized by the Prime Minister.

6. Automobiles that are allowed to operate in a restricted area as stipulated by competent authorities, must include the following documents:

- a) A declaration of vehicle registration (the form 02 attached to this Circular).
- b) A copy of vehicle registration certificate.



7. Upon applying for the vehicle registration and the issuance of temporary license plate, the legal owners do not need to drive their vehicles to the inspection agency but must submit a duplicate of vehicle documentation (bring the original documentation along for verification).

**Article 18. Time limit for valid temporary registered location and vehicle registration certificate**

1. The certificate of temporary vehicle registration is valid within 15 days.
2. With respect to vehicles for the purpose of conference, promotion, fair, exhibition, sports events and other legal activities, the validity of these temporary certificates shall accord with the period of expiration that competent authorities have fixed for them to enter into Vietnam to participate in such events and activities.
3. Temporarily registered vehicles shall be allowed to operate within an expiry date, and on the roads and at the areas that shall be clearly defined in the certificate of temporary vehicle registration.
4. In order to become convenient for the temporary registration, the legal owner is allowed to register his/her vehicle at the nearest competent registry.

**Section E. THE REVOCATION OF LICENSE PLATE AND VEHICLE REGISTRATION**

**Article 19. The certificate of license plate and vehicle registration shall be revoked in the event of:**

1. Any vehicle that is out of order, unusable and damaged due to objective reasons.
2. Vehicles that are disassembled to use their engine and chassis as spare parts for other vehicles.
3. Temporarily imported vehicles of foreign agencies, organizations and individuals for the purpose of re-exportation and transfer in Vietnam.
4. Vehicles that are exempted from the import duty and are currently transferred to serve other purposes.
5. Vehicles that are registered at special economic and commercial zones or international bordergate economic zones as promulgated by the Government when they are re-exported and transferred into Vietnam.
6. Vehicles that have been lost, stolen or illegally possessed and the legal owner asking for the revocation of their vehicle registration certificate.
7. End-of-life vehicles; those that are not allowed to operate as stipulated by laws; any vehicle of which both or either of the engine number and chassis number are/is falsified according to the conclusion of a competent authority.

**Article 20. Responsibilities held by competent authorities for revoking the certificate of license plate and vehicle registration**

1. Responsibilities held by vehicle registration and administration authorities

- a) Issue a permit to revoke the certificate of license plate and vehicle registration as regulated in the Article 19 of this Circular.
- b) Based on a list of end-of-life automobiles and vehicles that are not allowed to operate on roads as stipulated by laws, provided by a register department, check and revoke the certificate of license plate and vehicle registration.
- c) Closely work with the Police Department of a commune, ward and town (hereinafter briefly referred to as the Police of a commune), where the legal owner is residing, in order to inform and request organizations and individuals to carry out the revocation of license plate and vehicle registration certificate for their end-of-life vehicles, farm vehicles, self-built vehicles built with 3 and 4 wheels at a Traffic Police agency. Within a period of 15 days from the receipt of a written notification, if the legal owners do not voluntarily follow this request, continue to work with the Police of a commune to revoke the certificate of license plate and vehicle registration.
- d) Dispense a list of end-of-life vehicles to the local Police units, who are responsible for ensuring the traffic order and safety, in order for them to detect and deal with these cases in accordance with statutory regulations.

2. Responsibilities held by the local Police units and competent forces in charge of ensuring traffic order and safety

- a) In the process of maintaining traffic order and safety, when coming across end-of-life automobiles, farm vehicles, 3-wheeled or 4-wheeled self-built vehicles at their responsible areas, these local Police units and other competent forces in charge of maintaining traffic order and safety must make a written report, suspend the operation of the law-breaking vehicle and the certificate of license plate and vehicle registration as well as deal with violations in accordance with statutory regulations;

simultaneously, send a written notice to a Traffic Police unit where those vehicles have been registered to revoke the certificate of license plate and vehicle registration.

b) In the event of vehicles that have been totally destroyed due to traffic accidents, the competent agency where these accidents are handled shall suspend the certificate of license plate and vehicle registration and send a written notice to another competent agency where these vehicles have been registered in order to revoke their certificate of license plate and vehicle registration.

#### **Article 21. Procedures for revoking the certificate of license plate and vehicle registration**

1. Fill in a declaration of revoked license plate and vehicle registration (the form 05 attached to this Circular); send back the existing certificate of license plate and vehicle registration. The legal owners do not need to drive their vehicles to the competent registries.

In the event that the certificate of license plate and vehicle registration has been lost, send a written notification along with a commitment to take full legal responsibility (applied to individuals), and a written request (applied to organizations).

2. Procedures for revoking the certificate of license plate and vehicle registration in the following specific cases:

a) As for vehicles that have been totally damaged due to traffic accidents; end-of-life vehicles; or those that are not allowed to operate on roads according to statutory regulations and temporarily suspended by competent authorities, a written notification from competent authorities along with the certificate of license plate and vehicle registration must be submitted.

b) As for any vehicle of which both or either of the engine number and chassis number are/is falsified, the conclusion in writing from a competent authority must be submitted.

c) As for vehicles of diplomatic missions, consular posts, representative offices of international organizations in Vietnam and foreigners working for these ones, when applying for the revocation of the certificate of license plate and vehicle registration, a letter of accreditation from the Directorate of State Protocol (applied to diplomatic missions and representative offices of international organizations) or the Department of Foreign Affairs (applied to consular posts).

### **Chapter III**

## **SOLUTIONS TO CERTAIN SPECIFIC CASES**

#### **Article 22. Cases related to the engine and chassis number**

1. Imported vehicles

a) Vehicles designed without engine and chassis numbers: In the Customs' declaration of origin for imported vehicles, if engine and chassis numbers are determined as 'not available' or 'not found yet', license plate numbers must be given instead.

If engine and chassis numbers have been found since then, the Customs must be informed of carry out the verification.

b) As for vehicles of which engine and chassis numbers are printed on a tag or stamped with painted, faded and rusty numbers, they are allowed to get the numbers verified in the Customs' declaration of origin for imported vehicles to be restamped.

c) If vehicles are verified by the Customs to have VIN only and none of engine and chassis numbers are found, they are allowed to replace the chassis number with VIN (take a photo of VIN as a substitute for the rubbing of chassis numbers) and get their chassis number to be restamped following license plate numbers.

d) Vehicles, which have their engine and chassis numbers re-stamped, shall not be registered (except for those approved in writing by the Government or the Prime Minister).

2. Any vehicle that is domestically manufactured and assembled

a) Vehicles built with their engine and chassis numbers stamped by lasers or with faded and unreadable ones shall have them re-stamped with the numbers identical to those defined in the certificate of ex-factory quality inspection.

b) Vehicles, of which the engine and chassis numbers are overlapped, are subject to be verified by the examination authority. If the tampering attempts have been found, the registration shall be rejected; In case the engine and chassis number are proved to remain intact, it shall be re-stamped with the numbers identical to those defined in the certificate of ex-factory quality inspection.

c) Vehicles, of which the engine and chassis numbers have been stamped domestically with technical defects, then re-stamped and verified by manufacturers, shall be registered.

3. Registered vehicles, if their engine block and chassis are replaced but have not been provided with definite numbers, shall have their engine and chassis numbers stamped, which is identical to the license plate numbers.
4. Vehicles, which are confiscated and subject to the material evidence settlement by the examination authority who has finally concluded that their engine and chassis numbers are erased, falsified as well as their original numbers are unreadable, shall be allowed to re-stamp with the numbers identical to license plate numbers.
5. Vehicles subject to the decisions on confiscation and material evidence settlement and of which their existing engine and chassis numbers are corroded, faded or rusty, shall have them re-stamped with the numbers identical to license plate numbers.
6. Vehicles of which both or either of engine and chassis numbers may be welded and chiseled shall not be registered.
7. In any case, the stamping of the engine and chassis number must be carried out by the competent registries.

**Article 23. Dealing with problems and difficulties in the registration of title transfer and vehicle relocation**

1. When the title transfer and vehicle relocation is applied to vehicles of which the registration documentation dated back earlier December 31, 2005, and in the absence of a bill of transfer or in case of uncontinuous transfer, their aforesaid documentation shall remain legal and valid according to legal regulations of Ministry of Finance.
2. As for vehicles that apply for the title transfer and relocation but their current owners have resold them to new ones, and if the sale and vehicle registration tax have complied with legal regulations, then those vehicles shall be registered and the competent registry shall send a written notification to where they are relocated in order for the vehicle registration number to be adjusted.
3. Temporarily imported vehicles; vehicles of certain projects that have not expired yet and are transferred in Vietnam; any vehicle used as a gift.
  - a) The legal owner shall apply for the revocation of the certificate of license plate and vehicle registration at the competent registries, then complete the import documentation at the Customs according to legal regulations and submit it to a competent registry to apply for the title transfer and relocation.
  - b) As for vehicles that have not applied for the revocation of the certificate of license plate and vehicle registration but received the request for the payment of import duty from the Customs or a written response that exempts these vehicles from paying their duty from the competent authority of the Ministry of Finance, their title transfer and relocation shall be permitted and documented into their vehicle registration.
4. Any tax-exempt imported vehicle when being used in Vietnam and those that are taxed at the rate of 0%, according to legal regulations enforced by Ministry of Finance; Vietnamese expatriates' vehicles that have been shipped to Vietnam's ports before April 01, 2014, their application for title, ownership transfer and relocation shall be accepted as stipulated in this Circular.

As for Vietnamese expatriates' vehicles that have been shipped to Vietnam's ports since April 01, 2014, those expatriates must register these vehicles before transfer; Upon transferring their vehicles and submitting their proven documents of tax payment as stipulated by legal regulations of the Ministry of Finance, they are eligible to apply for the title transfer and relocation according to statutory regulations of this Circular.
5. As for vehicles that have been registered as the ownership of a spouse or both husband and wife. However, since the legal holder of the vehicle registration certificate has died or gone missing (refer to the death certificate or the Court's declaration of a missing person), and he/she is requesting the registration of the ownership transfer and relocation to a spouse or a different person without any dispute, the application for registration shall be accepted.
6. As for illegally-imported motorcycles of which the consolidated industrial and commercial tax have been levied by the People's Committee of a province, centrally-affiliated city and of which the registration has been obtained since earlier December 31, 1995, their title transfer and relocation or the replacement of license plate shall be permitted.
7. As for vehicles, of which the Customs' certificate of origin for imported goods has been finally found counterfeit, the Inspection authority shall receive a written notice to inspect and deal with it according to legal regulations. If that inspection authority comes to a written conclusion that these vehicles are not illegally stolen and possessed, the competent registry shall authorize the Customs of that province and city in order to demand and collect taxes. After receiving the documentation of tax payment, those vehicles shall be registered.

8. As for motorcycles that have been registered since earlier December 31, 1995 and have their registration stamped with 'not accepted as a gift' on the vehicle registration certificate and without any disputes, lawsuits or judicial appeals, they are permitted to get their title transfer and relocation or the replacement of license plate to be registered.

As for two – wheeled motorcycles that have been illegally imported and have already paid taxes to the Customs for their registration, they are permitted to get their title transfer, relocation or the replacement of license plate to be registered.

9. As for refurbished vehicles that have been registered since earlier June 04, 1996 and of which the technical inspection report is not included in accordance with in the inter-ministerial Circular No. 223/TT/LB dated December 07, 1979 of the Ministry of Transport and the Ministry of Home Affairs, they shall get their title transfer, relocation or the replacement of license plate to be registered.

10. As for vehicles that have been assembled in Vietnam since earlier February 19, 1998, if being provided along with a duplicate of first product certificate or the acceptance report of the inspection board as regulated by the Ministry of Transport, they shall get their title transfer, relocation or the replacement of license plate to be registered.

11. As for vehicles in possession of the law-abiding documentation that, due to a certain negligence or unreasonable care, results in the absence and defect of the followings: the authorized signature of heads of a division, team and a responsible registrant; legal stamps on a declaration of vehicle registration, title transfer and relocation, vehicle registration certificate; the address on a proven documents of import; several letters on the engine and chassis code in comparison with vehicle's actual condition; a duplicate receipt of excise duty payment (if applicable); the factory-to-dealer invoice; a photo of driver's license; a receipt of registration fees; the written proof of rebuilt truck body that has obtained the certificate of technical safety assurance and environment protection for road mechanical transport, the legal owners are allowed to request the Department Head of Roadway – Railway Traffic Police (applied to the vehicle registration that is carried out at the location hereof), or the Head of Traffic Police Department, the Head of Police Department of a district (applied to the vehicle registration that is carried out locally) to get their vehicles to be registered.

Where automobiles and motorcycles were registered before December 31, 1995, and the legal owners are now applying for the title transfer and relocation as well as the change and replacement of the certificate of license plate and vehicle registration, in case of the absence of any necessary document required for an original documentation and none of possible disputes, lawsuits or judicial appeals, the legal owner is entitled to request the Department Head of Roadway – Railway Traffic Police (applied to the vehicle registration that is carried out at the location hereof), or Department Director of Police of a province, centrally-affiliated city (applied to the vehicle registration that is carried out locally) to get their vehicles to be registered.

12. As for electric automobiles and bikes that have been used for earlier July 01, 2009 and do not obtain a certificate of origin or appropriate transfer documents as stipulated by legal regulations, if a commitment verified by local authorities has been provided, the legal owner is entitled to have their license plate registered and issued.

13. As for vehicles that have been already registered as semi-trailer vehicles, and of which their title transfer and relocation are currently carried out or of which the registration is categorized into automotive tractors, trailers and semi-trailers, in which cases the original documentation and license plate of semi-trailer automobiles are used to register automotive tractors; a duplicate of an original documentation for semi-trailer automobiles, certified by the Traffic Police Division, is used to register trailers and semi-trailers.

#### **Article 24. Solutions to registering the title transfer for vehicles that have transfer their legal ownership to various persons**

1. The registration of title transfer that is carried out within a province

a) Where vehicle users keep the ownership transfer documents of the person who legally undersigns the certificate of vehicle registration and end seller's ownership transfer documentation, they must submit the followings:

- A declaration of title transfer and vehicle relocation (the form 03 attached to this Circular) as well as a commitment on the compliance with laws to use legally registered vehicles of the legal owner whose permanent residence is certified by the Police Department of a commune where he/she is permanently residing.

- A proven documentation of vehicle registration tax according to statutory regulations.

- A proven documentation of the ownership transfer of those who legally undersign the vehicle registration certificate, and a proven documentation of the ownership transfer of those who are the end-sellers.

- A certificate of vehicle registration. Where this certificate has been presumably lost, clearly specify the proper reasons in a declaration of title transfer and vehicle relocation (fill in the form 03 attached to this Circular).

b) Where vehicle users' certificate of ownership transfer is not available, the required documentation must include:

- A declaration of title transfer and vehicle relocation (fill in the form 03 attached to this Circular) as well as a commitment on the compliance with laws to use legally registered vehicles of the legal owner whose permanent residence is certified by a Police Department of a commune where he/she is permanently residing.

- A proven documentation of vehicle registration tax according to statutory regulations.

- A certificate of vehicle registration. Where this certificate has been presumably lost, clearly specify the proper reasons in a declaration of title transfer and vehicle relocation (fill in the form 03 attached to this Circular).

2. The registration of title transfer and vehicle relocation in a different province:

a) Where vehicle users keep the ownership transfer documents of the person who legally undersigns the certificate of vehicle registration and end seller's ownership transfer documentation, they must submit the followings:

- 02 declarations of title transfer and vehicle relocation (fill in the form 03 attached to this Circular) as well as a commitment on the compliance with laws to use legally registered vehicles of the legal owner whose permanent residence address is certified by a Police Department of a commune where he/she is permanently residing.

- A proven documentation of the ownership transfer of those who legally undersign the vehicle registration certificate, and a proven documentation of the ownership transfer of those who are the end-sellers.

- A certificate of license plate and vehicle registration. Where this certificate has been presumably lost, clearly specify the proper reasons in a declaration of title transfer and vehicle relocation (fill in the form 03 attached to this Circular).

b) Where vehicle users' certificate of ownership transfer is not available, their application must include:

- 02 declarations of title transfer and vehicle relocation (fill in the form 03 attached to this Circular) as well as a commitment on the compliance with laws to use legally registered vehicles of the legal owner whose permanent residence address is certified by a Police Department of a commune where he/she is permanently residing.

- A certificate of license plate and vehicle registration. Where this certificate has been presumably lost, clearly specify the proper reasons in a declaration of title transfer and vehicle relocation (fill in the form 03 attached to this Circular).

3. The registration of vehicles that have been moved from different provinces:

a) A declaration of vehicle registration (fill in the form 02 attached to this Circular).

b) A declaration of title transfer and vehicle relocation (fill in the form 03 attached to this Circular) and a written permit of title transfer and vehicle relocation as well as an original documentation included.

c) A proven documentation of payment for vehicle registration tax according to statutory regulations.

4. Responsibilities held by the competent registries

a) For the registration of title transfer within a province

On receipt of the application for vehicle title transfer, check whether it follows entire proper procedures under lawful regulation, and arrange an appointment with the applicant:

- Where the vehicle users provide the documentation of ownership transfer of those who are legally the undersigned of vehicle registration certificate and end-sellers' proven documentation of ownership transfer, within a period of two working days from the receipt of full legal documents, issue the vehicle registration certificate to these vehicle users; keep the previous license plate unchanged (except for those with 3 digits and 4 digits or other numbering system, all of which shall be withdrawn to change to the 5-digit ones according to statutory regulations).

- Where vehicle users' documentation of ownership transfer is not available, the notice of appointment shall be valid for the use of vehicles within a 30-day wait for the registration results.

Send a written notification to the undersigned of vehicle registration, publicize the registration results at their office, look up stolen vehicles in archives and search for vehicle registration data. After a period of 30 days from the notifying and publicizing date, issue the certificate of vehicle registration to

the vehicle user; keep the existing licence plate unchanged (except for those with 3 digits and 4 digits or others, all of which shall be withdrawn to change to the 5-digit ones under statutory regulations).

b) The title transfer and vehicle relocation:

Receive the applicant's documentation, check whether it follows proper regulatory procedures and deal with certain cases as follows:

- Where the application for title transfer and vehicle relocation is provided with the documentation of ownership transfer of those who are legally the undersigned of vehicle registration certificate and end-sellers' proven documentation of ownership transfer, within a period of two working days from the receipt of full legal documents, carry out the title transfer and vehicle relocation for the vehicle users.

- Where the documentation of title transfer and vehicle relocation is not inclusive of ownership transfer documents under legal regulations, arrange an appointment and carry out title transfer and vehicle relocation for the vehicle users. The appointment notice shall be valid for the use of vehicles within a 30-day wait for the final results.

Send a written notification to the undersigned of vehicle registration, practise the publicization of relevant registration at their office, look up stolen vehicles in archives and search for vehicle registration data. After a period of 30 days from the notifying and publicizing date, handle title transfer and vehicle relocation under statutory regulations; write the verification results and their legal signature on the declaration of title transfer and vehicle relocation.

- Return the following documents to vehicle users: 01 written permit, 01 declaration of title transfer and vehicle relocation (fill in the form 03 attached to this Circular) as well as an original of vehicle documentation, all of which shall be applicable to the vehicle registration at new locations.

- Keep 01 written permit and 01 declaration of title transfer and vehicle relocation, a written record of notification, publicization and verification results.

The Director of General Department of Administrative Police for Social Order and Safety shall provide specific guidances on the issuance of an appointment letter as prescribed in Point a and b of this Clause.

c) The title transfer registration for vehicles that are moved from different provinces

After competent registries (where vehicle users are permanently residing) receive the applicant's documents, check whether they follow proper regulatory procedures as well as the current condition of vehicles to determine whether it is correct in the documentation of title transfer and vehicle relocation, within a period of two working days from the receipt of full legal documents, complete the issuance of license plate and vehicle registration for vehicle users.

5. Responsibilities held by vehicle users

a) Fill in the declaration of title transfer and vehicle relocation with their commitment on the compliance with laws for their legally registered vehicles (the form 03 attached to this Circular), and arrive at the Police Department of a commune where they are permanently residing to certify their permanent residence address. If vehicle users are public servants and soldiers of the People's Police and Military, the letter of recommendation and a written confirmation of their working units must be included.

b) Make payment for the vehicle registration tax at the Taxation Department.

c) Submit the application for the vehicle registration to relevant competent authorities. If vehicles have been previously registered at a province other than the one which is currently specified on the vehicle registration certificate, the latter must be informed to complete their registration; after withdrawing an original documentation, arrive at a registration authority where they are registering their permanent residence to apply for their vehicle registration.

6. Responsibilities held by the Police of a commune

a) Receive a declaration of title transfer and vehicle relocation (the form 03 attached to this Circular) with their commitment on the compliance with laws for their legally registered vehicles.

b) Check and verify the permanent residence address of vehicle users. Upon completion hereof and if proved correct, the address of vehicle user's permanent residence must be confirmed within a period of less than 03 working days.

## **Article 25. Solutions to dealing with other specific cases during the registration and issuance of license plate**

1. Vehicles subject to being sold at auction, decided by competent authorities.

As for vehicles that are subject to the property settlement but still able to show their legal original documentation and a written proof of legitimate vehicle ownership, they shall be registered. In the event of vehicles that are subject to the property settlement and also fails to define their own origin as well as offer a written proof of legitimate vehicle ownership, their registration shall not be accepted and

their legal owners shall be advised to seek solutions at the place where the decision on an auction sale has been made.

a) As for vehicles subject to the decision of the Judicial Execution authority on an auction sale to ensure the fulfillment of judicial obligations, the application for vehicle registration must abide by the regulations in Article 7 of this Circular and include the followings:

- A certificate of vehicle registration (applied to registered vehicles). In the event that the vehicle registration is not revoked, the written verification from the Judicial Execution authority must be included.

- A duplicate of the Court's decision or a proper extract of the judgement.

- A written decision on executing a judgement from the competent authority of Civil Execution.

- A receipt of monetary payment or a written proof of property transfer.

b) As for a vehicle used as a collateral that is sold at auctions by a bank to secure the obligation of debt repayment: The application for vehicle registration must comply with regulations in Article 7 of this Circular.

In the event of a vehicle under dispute and in a lawsuit or used as a property for the judgement execution, there must be additional documents such as an extract or a duplicate of judgement, a duplicate of the Court's decision and a writ of execution from the Judicial Execution authority as well as the followings:

- A certificate of vehicle registration (applied to registered vehicles). In the event that a certificate of vehicle registration can not be revoked, this must be confirmed in writing by a bank that is requested to sell the aforesaid property (in lieu of vehicle registration certificate).

- A duplicate of a credit agreement or a secured credit contract (signed by a credit institute).

- An agreement of property sale and transfer or a written report of property acceptance or a record of property auction (specific solutions must be provided where applicable)

- A receipt of monetary payment as regulated by the Ministry of Finance.

- If a vehicle has been registered at another locality, a written permit of title transfer and vehicle relocation must be included in the original documentation.

c) As for a vehicle that has been handled by the decision on a compulsory distraint from competent authorities in order to ensure the compliance with a written notice of overdue debt payment as prescribed in the laws on the Customs, the required documentation must adhere to legal regulations in Article 8, 9 and Clause 2, Article 10 of this Circular, and concurrently include:

- A proven documentation of vehicle ownership transfer; a duplicate of a compulsory administrative distraint for the property to be sold at auctions, a written record of the auction sale from a Financial agency of a district or a center for auction sale service in a province and a bill of sale as regulated by the Ministry of Finance.

- A declaration of origin for imported automobiles (a copy is kept at the Customs).

2. Financial leasing company's vehicles registered at which a lessee's head office is located

a) The applicant's required documentation according to legal regulations in Article 7 of this Circular.

b) A written request from financial leasing company for the vehicle that is registered at which its legal owner is residing or locates their head office.

3. Other vehicles that are built with the similar specifications

a) The applicant's required documentation according to legal regulations in Article 7 of this Circular.

b) Where vehicles, which were manufactured or refurbished to be used before December 31, 2008, have not ensured the compliance of its origin documentation with legal regulations, the legal owner must be committed to their legitimate origin certified by local authorities, all of which shall be provided along with an inspection report that a department of transport has delivered to certify the technical safety and environment protection (applied to tractors), and a certificate of technical safety, quality assurance and environment protection (applied to vehicles used by the disabled).

4. Dedicated automobiles rented from foreign entities

a) The applicant's required documentation according to legal regulations in Article 7 of this Circular.

b) A lease contract.

c) A declaration of export and import goods in accordance with legal regulations promulgated by the Ministry of Finance.

5. Vehicles of foreign-aided projects that will be transferred to Vietnam's partners after expiration.

a) The applicant's required documentation regulated in Article 8, 9 and Clause 2, Article 10 of this Circular and provided along with the certificate of vehicle registration; a written statement on state ownership establishment for that vehicle (as for the central government bodies and local authorities, the Ministerial Head and the Chairperson of provincial People's Committee respectively shall manage to release it); the written proof of property transfer from the donor.

b) Vehicles of foreign-aided projects must be subject to the decision on the property settlement from competent authorities before being sold after expiration.

6. Vehicles that have been registered for this project and transferred to another project to be continuously used.

a) The applicant's required documentation according to legal regulations in Article 8, 9 and Clause 2 of Article 10 of this Circular, provided along with the certificate of vehicle registration.

b) A written report of vehicle transfer from the foreign project owner.

c) A written confirmation of validated aids from the Department of Debt Management and External Finance, known as a governmental body directly under the Ministry of Finance.

7. Any vehicle that is used as a grant or humanitarian aid and has their title transfer and vehicle relocation carried out normally as regulated in this Circular.

8. Vehicles that are subject to competent authorities' decision on the settlement and revocation of the property on completion of the aforesaid projects and of other state-owned property.

a) The applicant's required documentation according to legal regulations in Article 8, 9 and Clause 2 of Article 10 of this Circular, provided along with the certificate of vehicle registration.

b) A written decision on the property settlement, made by competent authorities.

c) A bill of sale for state-owned property, issued by the Ministry of Finance, if the property is settled in the form of legal liquidation; a written report of property delivery if the property is settled in the form of legal transfer.

9. Registered vehicles that are liquidated by dissolved enterprises

a) The applicant's required documentation according to legal regulations in Article 8, 9 and Clause 2 of Article 10 of this Circular, provided along with the certificate of vehicle registration.

b) A written decision on the dissolution, made by competent authorities.

c) A written documentation of vehicle ownership transfer, held by the authorized organization or individual in charge of the property settlement as prescribed in legal regulations.

10. Registered vehicles that are reclaimed at the full indemnity rate by an insurance agency after an accident.

a) The applicant's required documentation according to legal regulations in Article 8, 9 and Clause 2 of Article 10 of this Circular, provided along with the certificate of vehicle registration.

b) A delivery note and a certificate of vehicle registration.

c) A written notice of the insurance company's indemnity.

d) A bill of sale of the insurance policy.

11. The registration and operation of Military vehicles for the purpose of economic activities and national defence, which are now expected to change to a non-military license plate, shall conform to legal regulations in the Joint Circular No. 16/2004/TTLT-BCA-BQP dated November 01, 2004, promulgated by Ministry of Public Security and National Defence.

12. Any vehicle that has lost the registration documentation

a) Submit the vehicle owner's legal documents as regulated in Article 9 of this Circular.

b) A duplicate of any vehicle documentation (in accordance with legal regulations in Article 10 of this Circular), certified by the issuing agency.

Where vehicles have been domestically manufactured and assembled, the factory must re-issue the certificate of ex-factory quality assurance (the application for the vehicle registration must be sufficient as regulated in Article 7 of this Circular). After a period of 30 days, if none of violations and disputes has been found, these vehicles shall be registered.

13. Vehicles commonly owned by a married couple

a) If the legal owner voluntarily declare a vehicle as a marital property, write full names and signatures of both husband and wife on the declaration of vehicle registration; in the event that a spouse has undersigned the certificate of vehicle registration and currently wish to change it to a legal community



property, fill in the declaration of vehicle registration signed by both husband and wife; the competent registry shall revoke the previous certificate of vehicle registration and issue the new one.

b) The co-owner's vehicle, when being sold or offered as a gift, must obtain sufficient signatures and a trust of sale from these co-owners.

#### 14. Refurbished vehicles

a) Reject the registration for cars and automobiles of different kinds that are refurbished to become automobiles or dedicated vehicles and refrigerator trucks that are transformed into purpose-built ones before 5 years and 3 years respectively (as from the date of importation).

b) Do not replace engine and chassis fittings taken from end-of-life vehicles as stipulated by laws; tax-exempt vehicles; temporarily imported and re-exported vehicles owned by diplomatic missions, consular posts and representative offices of international organizations who have been offered the diplomatic and consular immunities and privileges.

15. In respect of the registration of vehicles that are confiscated to raise the state fund, it is not necessary to provide an original documentation but it is considered a must to submit the decision on this confiscation or material evidence settlement for confiscated vehicles (each vehicle keep its own original), all of which must clearly specify vehicle identifications such as brand name, make, model, series number, chassis and engine number. Whichever they fail to provide, the registration shall be rejected.

#### 16. Invoice

a) As for vehicles that have been sold to various organizations, agencies and enterprises, the application for vehicle registration only require those who are mentioned above as the end-sellers to deliver an original invoice issued by the Ministry of Finance; if various vehicles use the same invoice, each vehicle must keep one legally notarized and certified copy.

b) Vehicles of an enterprise or a business unit must keep an invoice of value-added tax, a bill of sale or custom-printed invoice as stipulated by laws; in case of buying the liquidated vehicles from administrative offices, a bill of sale for state-owned properties must be delivered; in case of buying a vehicle, known as a property of the national reserve, a bill of sale for this kind of property must be delivered; in case of buying confiscated vehicles sold to raise the state fund, a bill of sale for this kind of confiscated property must be delivered (a legally notarized and certified original or copy).

c) Where organizations and individuals make a capital contribution to the company in the form of mechanical vehicles, of which the legal documentation only include a certificate of capital contribution or a written proof of property delivery, upon withdrawing their capital, they must not provide the invoice but otherwise need to submit sufficient documents that can demonstrate this contributed capital to be their withdrawn capital by means of a written report on the withdrawal of a contributed capital in the form of motor vehicles, a property delivery note; in the event that the documentation of a contributed property includes the invoice of value-added tax subject to the declaration of tax deduction, upon withdrawing this capital, that company must provide their own value-added tax invoice.

17. Where a vehicle has been registered as a collateral, upon the title transfer and vehicle relocation, the change and replacement of its registration, a duplicate certificate of collateral removal and release or a written consent from the mortgagee.

### **Article 26. The issuance of inspection badges to an automobile of which the license plate is registered to operate at special economic – commercial zone and international bordergate economic zone in order to enable it to domestically operate as regulated by the Government**

1. Procedures and documentation include:

a) An identity card or Passport (valid) or other relevant substitutes.

b) The certificate of vehicle registration and license plate for the vehicle operation at special economic – commercial zone and international bordergate economic zone in accordance with the Government's regulations.

c) The declaration of imported automobiles.

2. The authorized issuer of inspection badges (Traffic Police Division) takes their full responsibility for checking and inspecting the list of vehicles under their management, taking note into their administrative books and issuing the inspection badges within a day.

3. Inspection badges are valid within 30 days from the issuing date. Badges must be attached to the front windshield at the right corner.

4. A written record of registered inspection badges and supervisory notebook for automobiles that are enabled to operate inside Vietnam must be kept in ascending numerical order, bound in a full book and monitored in compliance with the documenting system of the Ministry of Public Security.

## **Chapter IV**

# **THE MONITORING OF DOCUMENTS, FORMS AND LICENSE PLATE AND THE AUTHORIZED SIGNATURE ON RELEVANT DOCUMENTS**

## **Article 27. Vehicle registration forms**

This Circular is promulgated together with the following forms:

1. The written notification of a vehicle used as a gift or a transferred vehicle (form 01)
2. The declaration of vehicle registration (form 02)
3. The registration of title transfer and vehicle relocation (form 03)
4. The declaration of title transfer and vehicle relocation (form 04)
5. The declaration on revoking the certificate of license plate and vehicle registration (form 05)
6. The certificate of the revocation of license plate and vehicle registration (form 06)
7. The issuance of inspection badges (form 07)
8. The supervisory book of temporarily imported and re-exported automobiles operating in special economic – commercial zones (form 08).
9. The certificate of motorbike registration (form 09).
10. The certificate of automobile registration (form 10).
11. The certificate of trailer and semi-trailer registration (form 11).
12. The certificate of temporary vehicle registration (form 12).
13. The certificate of tractor registration (form 13).
14. The certificate of motorbike registration applied to those used at special economic – commercial zones or international economic bordergate zones as regulated by the Government (form 14).
15. The certificate of automobile registration applied to those used at special economic – commercial zones or international economic bordergate zones as regulated by the Government (form 15).
16. The certificate of trailer and semi-trailer registration applied to those used at special economic – commercial zones or international economic bordergate zones as regulated by the Government (form 16).

Those built with the similar specifications to a single vehicle must adopt the registration form of the latter.

## **Article 28. The monitoring of vehicle registration documentation**

Vehicle registration documents shall be monitored in conformity with the documenting system of the Ministry of Public Security. Vehicle data and information shall be consistently monitored on a computer system. The competent registry must be responsible for sending a monthly report on vehicle registration and administration data to the Department of Roadway – Railway Traffic Police for the purpose of supervision and administration.

## **Article 29. Time limit for the use of vehicle registration certificate**

1. The certificate of automobiles and motorcycles for foreigners working for diplomatic missions, consular posts and representative offices of international organizations shall adopt the expiry date of their diplomatic and official identity card; temporarily imported vehicles owned by ODA experts and Vietnamese expatriates who are invited to work here, shall expire on the date of their work completion in Vietnam.
2. The certificate of automobiles and motorcycles owned by diplomatic missions, consular posts and representative offices of international organizations expires for the first period of 05 years, which shall be extended every 03 years.
3. The registration certificate (applied to similarly designed and assembled vehicles and pilot vehicles) for vehicles owned by organizations and individuals shall adopt the expiration date of operation as stipulated by legal regulations.

## **Article 30. Specifying the manufacturing year of a vehicle**

With respect to imported vehicles and those that are manufactured and assembled from chassis automobiles or imported fully-built automobiles, the legal owners must submit the certificate of quality assurance (or a written notification of exemption from the quality test) in terms of technical safety and environment protection for imported motor vehicles, issued by the Vietnam Register, in order to specify the manufacturing year of these vehicles; otherwise, the manufacturing year shall be specified by the 10<sup>th</sup> character of vehicle chassis code, as stipulated by current regulatory standards.

## **Article 31. Regulations on the license plate**

1. Materials: the license plate is manufactured in metal, covered with a reflective paint and inscribed with a security symbols; temporary licence plate shall be printed on a piece of paper.
2. Symbol and size of letters and digits on registered license plate, applied to various types of vehicle, shall adhere to legal regulations at Appendix 02, 03 and 04 attached to this Circular.
3. An automobile requires two license plates with the following size: a long one designed with 110 millimetres in height and 470 millimetres in length; a short one designed with 200 millimetres in height and 280 millimetres in length. One is mounted at the front and the other at the back of the vehicle. If the vehicle is not designed to mount 1 short and 1 long license plate, it shall be replaced with 2 long or 2 short license plates where applicable. All of incurred costs shall be paid by the owners.
  - a) The arrangement of letters and numbers on domestic license plate: Two first numbers represent for the residential location where the vehicle is registered and the next is a series of registered characters (letters); the second numeric group stands for the numerical order of registered vehicles, including 05 natural numbers ranging from 000.01 to 999.99.
  - b) The arrangement of letters and numbers on the license plate of foreign automobiles: Two first numbers represent for the residential location where the vehicle is registered; the second group symbolizes the country name and international organization, consisting of 03 natural numbers; the third group is arranged in a series referring to foreign individuals and organizations; the fourth group stands for the numerical order of registered vehicles, consisting of 02 natural numbers ranging from 01 to 99.
  - c) Trailers and semi-trailers must affix 1 license plate at the back end of the vehicle with the size of 200 millimetres in height and 280 millimetres in length; letters and numbers are arranged following the domestic license plate.
4. Motorcycles mount 1 license plate at the back with the size of 140 millimetres in height and 190 millimetres in length. The first numerical group represents the residential location where the vehicle is registered and a registered series. The second is the sequential order of registered vehicles, consisting of 05 natural numbers ranging from 000.01 to 999.99. In respect of those owned by foreign organizations and individuals, the first numeric group represents the residential location where the vehicle is registered, the second group symbolizes the country name of the legal owner, the third is arranged in a registered series, and the fourth stands for the sequential order, consisting of 03 natural numbers ranging from 001 to 999.
5. Tractors and electric-powered vehicles must affix 1 license plate at the back with the size of 140 millimetres in height and 190 millimetres in length. The first numeric group symbolizes the residential location where the vehicle is registered and a registered series, and the second stands for the numerical order of registered vehicle, consisting of 05 natural numbers ranging from 000.01 to 999.99.
6. License plate of domestic offices and organizations
  - a) The license plate has the blue background, white letters and numbers, and a series of 20 successive letters, such as A, B, C, D, E, F, G, H, K, L, M, N, P, S, T, U, V, X, Y, Z, granted to the vehicles owned by the Communist Party's regulatory bodies; Office of the President and the National Assembly and other regulatory bodies of the National Assembly; Office of the National Assembly's Delegation; the People's Council at all administrative levels; Central Directing Committees; the People's Public Security, Court, and Procuracy; ministries, ministerial bodies and the Government's bodies; National Traffic Safety Committee; the People's Committee at all administrative levels and other professional bodies of the People's Committee of a province and district; political and social organizations; public non-business units except a state-owned center of driving training and examination; the project management board with state administrative function.
  - b) The license plate has the blue background, white letters and numbers along with the symbol "CD", issued to dedicated vehicles of the People's Public Security for the purpose of security.
  - c) The license plate has the white background, black letters and numbers, and a series of 20 successive letters, such as A, B, C, D, E, F, G, H, K, L, M, N, P, S, T, U, V, X, Y, Z, issued to vehicles owned by enterprises, the project management board of these enterprises, social and socio-vocational organizations, private non-business units, the public center of driving training and examination, and personal vehicles.
  - d) The license plate has the yellow background, red letters and numbers with a symbol of a residential location where the vehicle is registered and two-letter abbreviation of special economic – commercial zones, issued to vehicles used at special economic – commercial or international bordergate zones in accordance with the Government's legal regulations.
- đ) Certain license plates inscribed with a particular series of signs:
  - "KT" is issued to vehicles of the Military for the purpose of economic activities.
  - "LD" is issued to vehicles of foreign-invested companies, foreign rented vehicles and foreign selected bidders.

- “DA” is issued to vehicles owned by the management board of foreign-invested projects.
- “R” is issued to towed vehicles (trailers and semi-trailers).
- “T” is issued to temporarily registered vehicles.
- “MK” is issued to tractors.
- “MĐ” is issued to electric-powered vehicles.
- “TĐ” is issued to motor vehicles that are manufactured, assembled, and enabled to be piloted by the Government.
- “HC” is issued to automobiles operating in certain restricted areas.
- Those that have the similar specifications to a single vehicle shall receive the registered license plate identical to the latter.

#### 7. License plate of foreign organizations and individuals

a) Designed with a white background, black numbers and a red series of the symbols “NG”, which shall be issued to diplomatic missions, consular posts and foreign staff members who take possession of the diplomatic identity card at these entities. In particular, the license plate of the Ambassador and Consul General shall be inscribed with the registered number “01” inclusive of a red dash crossing over in the middle of letters showing the nationality and registered numeric order.

b) Designed with a white background, black numbers and a red series of the symbols “QT”, which shall be issued to representative offices of international organizations and foreign staff members who take possession of the diplomatic identity card at these entities. In particular, the license plate of heads of representative offices of United Nations’ organizations shall additionally include a red dash crossing over in the middle of letters showing their specific symbols and registered numeric order.

c) Designed with a white background, black letters and numbers, and a series of the symbols “CV”, which shall be issued to technical and administrative staff who takes possession of official identity cards granted by diplomatic missions, consular posts and international organizations.

d) Designed with a white background, black letters and numbers, and the symbol “NN”, which shall be issued to vehicles of representative offices or organizations and foreign individuals (except for those who have been regulated at Point a,b and c mentioned above).

8. The manufacturing and supply of license plate must be carried out at the request of the registration authority. If license plate producers and the Police at certain localities are able to invest in an assembly line of license plate of which the quality assurance has been tested and approved by the General Department of Administrative Police for Social Order and Safety directly under the Ministry of Public Security.

9. The publication of a series of license plate, made by the local Police, must be carried out in a successive manner and ascending order, which entirely uses 20 consecutive series of one categorized symbol before changing to a new one. This publication at a single locality shall be carried out only on receipt of a written consent from the Department of Roadway – Railway Traffic Police.

#### **Article 32. Regulations on drawing licence plate numbers and letters on the frame and door of automobiles**

As for various automobiles (except for those that are built with less than 09 seats), the legal owners must adhere to the following regulations:

1. Draw license plate numbers at the back end and two sides of the vehicle frame.
2. Draw the office and organization title as well as kerb mass and payload weight at two door panels (except for personal vehicles).

#### **Article 33. The authorized signature on relevant documents**

1. The Head of Department of Roadway – Railway Traffic Police shall be entitled to sign the certificate of vehicle registration and other proper documents related to the registration and administration of vehicles governed by the Department.

2. The Chief of Traffic Police shall be authorized to sign the certificate of vehicle registration and other proper documents related to the registration and administration of vehicles directly governed by the Traffic Police Division.

3. The Head of the Police of a district shall be eligible for signing the certificate of vehicle registration and other proper documents related to the registration and administration of vehicles directly governed by the Police of that district.

#### **Chapter V**

### **IMPLEMENTATION**

#### **Article 34. Effectiveness**

1. This Circular shall be effective as from June 01, 2014 and supersede the following Circulars:
  - a) The Circular No. 36/2010/TT-BCA dated October 12, 2010 of the Minister of Public Security on regulating the vehicle registration.
  - b) The Circular No. 75/2011/TT-BCA dated November 17, 2011 of Minister of Public Security on amending Point 3.1.7, Clause 3, Article 7 of the Circular No. 36/2010/TT-BCA on regulating the vehicle registration.
  - c) The Circular No. 12/2013/TT-BCA dated March 01, 2013 of Minister of Public Security on amending Clause 3, Article 20 of the Circular No.36/2010/TT-BCA dated October 12, 2013 on regulating the vehicle registration.
2. Automobiles, tractors and towed vehicle (trailers and semi-trailers), of which the ownership has been transferred to various people, shall be enabled to get their title transfer registered in accordance with Article 24 of this Circular by the end of December 31, 2014.
3. Two-wheeled and three-wheeled motorcycles, small motorcycles (including electric vehicles) and others of the similar specifications, all of which have their ownership transferred to various people, shall get their title transfer registered in accordance with Article 24 of this Circular by the end of December 31, 2016.
4. The registration form of motorbikes (form 08 and 13) attached to the Circular No. 36/2010/TT-BCA dated October 12, 2010 of Minister of Public Security on regulating the vehicle registration; the declaration form of title transfer and vehicle relocation attached to the Circular No. 12/2013/TT-BCA dated March 01, 2013 of Minister of Public Security on amending Clause 3, Article 20 of the Circular No. 36/2010/TT-BCA, all of which have been already printed, shall be used by the end of December 31, 2014.

#### **Article 35. Statutory duties**

1. The Director General of Administrative Police for social order and safety shall be responsible for checking, examining and instructing the Police at units and localities to abide by this Circular.
2. The Director General and Heads of units directly under the Ministry of Public Security, Director of Road and Railway Traffic Police, Director of Police Department of a province and centrally-affiliated city, the Director of Police for fire fighting and prevention at a province and centrally-affiliated city, shall assume full responsibility for implementing this Circular.

In the furtherance of this Circular, if any controversies and discrepancies are aroused, the Police of relevant units and localities must send a report to the Ministry of Public Security (through the General Department of Administrative Police for social order and safety) for a timely guidance.

**MINISTER**

**General Tran Quang Dai**

#### **APPENDIX 01**

AGENCIES AND UNITS APPLIES FOR THE AUTOMOBILE REGISTRATION AT DEAPRTMENT OF ROAD AND RAILWAY TRAFFIC POLICE, MINISTRY OF PUBLIC SECURITY  
(Promulgated together with the Circular No. 15/2014/TT-BCA dated April 04, 2014 by Ministry of Public Security)

<b>No.</b>	<b>TITLE OF AGENCIES AND UNITS</b>
1.	Office and other bodies of the Central Committee of the Communist Party
2.	Office of the President
3.	Office of the National Assembly
4.	Office of Ministries, ministerial bodies and the Governmental bodies.
5.	Automobiles used by official members of the Government, commissioners of the Central Committee of the Communist Party working in Hanoi.

6.	Office of the Central Committee of political and social organizations (Fatherland Front Committee, Vietnam General Confederation of Labour, Communist Youth Union, Women's League, Veterans Association and Farmers Association).
7.	The Supreme People's Procurary.
8.	The Supreme People's Court
9.	People Newspaper.
10.	The State Council for Professor Title
11.	Embassies and International Organizations and foreign staff members.
12.	State Audit Office
13.	State Securities Commission
14.	National Archives Center.
15.	Office of General Department of Customs
16.	Office of Vietnam Oil and Gas Group
17.	Office of Vietnam Airlines
18.	Vehicles serve the purposes of professions, social security, order, safety and others, approved by the Minister of Public Security or Director General of Administrative Police for social order and safety at the request of the Head of Department of Road – Railway Traffic Police.

## APPENDIX NO.02

### LICENSE PLATE CODE OF DOMESTIC AUTOMOBILES AND MOTORCYCLES

*(Promulgated together with the Circular No. 15/2014/TT-BCA dated April 04, 2014 by Ministry of Public Security)*

No.	Province or City Name	Numerical Code	No.	Province or City Name	Numerical Code
1	Cao Bang	11	33	Can Tho	65
2	Lang Son	12	34	Dong Thap	66
3	Quang Ninh	14	35	An Giang	67
4	Hai Phong	15-16	36	Kien Giang	68
5	Thai Binh	17	37	Ca Mau	69
6	Nam Dinh	18	38	Tay Ninh	70
7	Phu Tho	19	39	Ben Tre	71
8	Thai Nguyen	20	40	Ba Ria - Vung Tau	72
9	Yên Bai	21	41	Quang Binh	73
10	Tuyen Quang	22	42	Quang Tri	74
11	Ha Giang	23	43	Thua Thien Hue	75
12	Lao Cai	24	44	Quang Ngai	76
13	Lai Chau	25	45	Binh Dinh	77
14	Son La	26	46	Phu Yen	78
15	Đien Bien	27	47	Khanh Hoa	79
16	Hoa Binh	28	48	Department of Roadway – Railway	80

17	Hanoi	Ranging from 29 to 33 and 40
18	Hai Duong	34
19	Ninh Binh	35
20	Thanh Hoa	36
21	Nghe An	37
22	Ha Tinh	38
23	Da Nang City	43
24	Dak Lak	47
25	Dak Nong	48
26	Lam Dong	49
27	Ho Chi Minh City	41; Ranging from 50 to 59
28	Dong Nai	39; 60
29	Binh Duong	61
30	Long An	62
31	Tien Giang	63
32	Vinh Long	64

	Traffic Police	
49	Gia Lai	81
50	Kon Tum	82
51	Soc Trang	83
52	Tra Vinh	84
53	Ninh Thuan	85
54	Binh Thuan	86
55	Vinh Phuc	88
56	Hung Yen	89
57	Ha Nam	90
58	Quang Nam	92
59	Binh Phuoc	93
60	Bac Lieu	94
61	Hau Giang	95
62	Bac Can	97
63	Bac Giang	98
64	Bac Ninh	99

### APPENDIX 03

LICENSE PLATE CODE OF FOREIGN AUTOMOBILES AND MOTORCYCLES  
(Promulgated together with the Circular No. 15/2014/TT-BCA dated April 04, 2014 by Ministry of Public Security)

No.	Country or Territory Name	Numerical Code
1.	Austria	001 - 005
2.	ALBANIA	006 - 010
3.	UNITED KINGDOM AND NORTH IRELAND	011 - 015
4.	EGYPT	016 - 020
5.	AZERBAIJAN	021 - 025
6.	INDIA	026 - 030
7.	ANGOLA	031 - 035
8.	AFGHANISTAN	036 - 040
9.	ALGERIA	041 - 045
10.	ARGENTINA	046 - 050
11.	ARMENIA	051 - 055
12.	ICELAND	056 - 060
13.	BELGIUM	061 - 065

14.	POLAND	066 - 070
15.	PORTUGAL	071 - 075
16.	BULGARIA	076 - 080
17.	BURKINA FASO	081 - 085
18.	BRAZIL	086 - 090
19.	BANGLADESH	091 - 095
20.	BELARUS	096 - 100
21.	BOLIVIA	101 - 105
22.	BENIN	106 - 110
23.	BRUNEI	111 - 115
24.	BURUNDI	116 - 120
25.	CUBA	121 - 125
26.	CÔTE D'IVOIRE	126 - 130
27.	CONGO (BRAZAVILLE-I)	131 - 135
28.	CONGO (DAIA)	136 - 140
29.	CHILE	141 - 145
30.	COLOMBIA	146 - 150
31.	CAMEROON	151 - 155
32.	CANADA	156 - 160
33.	KUWAIT	161 - 165
34.	CAMBODIA	166 - 170
35.	KYRGYZSTAN	171 - 175
36.	QATAR	176 - 180
37.	CAPE VERDE	181 - 185
38.	COSTA RICA	186 - 190
39.	GERMANY	191 - 195
40.	ZAMBIA	196 - 200
41.	ZIMBABWE	201 - 205
42.	DENMARK	206 - 210
43.	ECUADOR	211 - 215
44.	ERITREA	216 - 220
45.	ETHIOPIA	221 - 225
46.	ESTONIA	226 - 230
47.	GUYANA	231 - 235
48.	GABON	236 - 240
49.	GAMBIA	241 - 245
50.	DJIBOUTI	246 - 250
51.	GRUZIA	251 - 255



52.	JORDAN	256 - 260
53.	GUINEA	261 - 265
54.	GHANA	266 - 270
55.	GUINEA-BISSAU	271 - 275
56.	GRENADA	276 - 280
57.	EQUATORIAL GUINEA	281 - 285
58.	GUATEMALA	286 - 290
59.	HUNGARY	291 - 295
60.	UNITED STATES	296 - 300; 771 - 775
61.	NETHERLANDS	301 - 305
62.	GREECE	306 - 310
63.	JAMAICA	311 - 315
64.	INDONESIA	316 - 320
65.	IRAN	321 - 325
66.	IRAQ	326 - 330
67.	ITALIA	331 - 335
68.	ISRAEL	336 - 340
69.	KAZAKHSTAN	341 - 345
70.	LAOS	346 - 350
71.	LEBANON	351 - 355
72.	LIBYA	356 - 360
73.	LUXEMBOURG	361 - 365
74.	LITHUANIA	366 - 370
75.	LATVIA	371 - 375
76.	MYANMAR	376 - 380
77.	MONGOLIA	381 - 385
78.	MOZAMBIQUE	386 - 390
79.	MADAGASCAR	391 - 395
80.	MOLDOVA	396 - 400
81.	MALDIVES	401 - 405
82.	MEXICO	406 - 410
83.	MALI	411 - 415
84.	MALAYSIA	416 - 420
85.	MOROCCO	421 - 425
86.	MAURITANIA	426 - 430
87.	MALTA	431 - 435
88.	MARSHALL ISLANDS	436 - 440
89.	RUSSIA	441 - 445

90.	JAPAN	446 - 450; 776 - 780
91.	NICARAGUA	451 - 455
92.	NEW ZEALAND	456 - 460
93.	NIGER	461 - 465
94.	NIGERIA	466 - 470
95.	NAMIBIA	471 - 475
96.	NEPAL	476 - 480
97.	SOUTH AFRICA	481 - 485
98.	YUGOSLAVIA	486 - 490
99.	NORWAY	491 - 495
100.	OMAN	496 - 500
101.	AUSTRALIA	501 - 505
102.	FRANCE	506 - 510
103.	FIJI	511 - 515
104.	PAKISTAN	516 - 520
105.	FINLAND	521 - 525
106.	PHILIPPINES	526 - 530
107.	PALESTINE	531 - 535
108.	PANAMA	536 - 540
109.	PAPUA NEW GUINEA	541 - 545
110.	INTERNATIONAL ORGANIZATIONS	546 - 550
111.	RWANDA	551 - 555
112.	ROMANIA	556 - 560
113.	CHAD	561 - 565
114.	CZECH	566 - 570
115.	CYPRUS	571 - 575
116.	SPAIN	576 - 580
117.	SWEDEN	581 - 585
118.	TANZANIA	586 - 590
119.	TOGO	591 - 595
120.	TAJIKISTAN	596 - 600
121.	CHINA	601 - 605
122.	THAILAND	606 - 610
123.	TURKMENISTAN	611 - 615
124.	TUNISIA	616 - 620
125.	TURKEY	621 - 625
126.	SWITZERLAND	626 - 630
127.	SOUTH KOREA	631 - 635

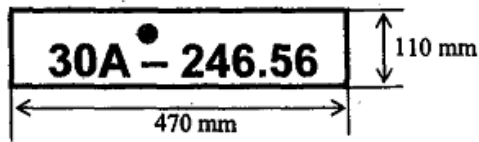
128.	NORTH KOREA	636 - 640
129.	UNITED ARAB EMIRATES	641 - 645
130.	WESTERN SAMOA	646 - 650
131.	UKRAINE	651 - 655
132.	UZBEKISTAN	656 - 660
133.	UGANDA	661 - 665
134.	URUGUAY	666 - 670
135.	VANUATU	671 - 675
136.	VENEZUELA	676 - 680
137.	SUDAN	681 - 685
138.	SIERRA LEONE	686 - 690
139.	SINGAPORE	691 - 695
140.	SRI LANKA	696 - 700
141.	SOMALIA	701 - 705
142.	SENEGAL	706 - 710
143.	SYRIA	711 - 715
144.	SAHRAWI	716 - 720
145.	SEYCHELLES	721 - 725
146.	SAO TOMÉ AND PRINCIPE	726 - 730
147.	SLOVAKIA	731 - 735
148.	YEMEN	736 - 740
149.	THE PRINCIPALITY OF LIECHTENSTEIN	741 - 745
150.	HONGKONG	746 - 750
151.	TAIWAN	885 - 890
152.	TIMOR LESTE	751 - 755
153.	THE EUROPEAN UNION	756 - 760
154.	SAUDI ARABIA	761 - 765
155.	LIBERIA	766 - 770

#### **APPENDIX NO.04**

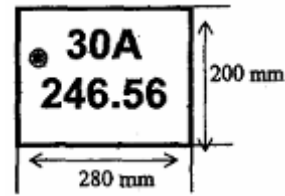
**REGULATIONS ON THE SIZE OF LETTERS AND NUMBERS ON THE LICENSE PLATE OF  
AUTOMOBILE, MOTORBIKE, TRACTOR, ELECTRIC VEHICLE, TRAILER AND SEMI-TRAILER OF  
DOMESTIC AND FOREIGN ORGANIZATIONS AND INDIVIDUALS**

*(Promulgated together with the Circular No. 15/2014/TT-BCA dated April 04, 2014 by Ministry of  
Public Security)*

1. The license plate of the domestic automobile, trailer and semi-trailer (including a similarly built vehicle that has been domestically manufactured and assembled)



H1: Long license plate



H1: Short license plate

1.1 The arrangement of letters and numbers on the license plate:

The license plate inscribed with certain groups of letters and numbers shall be arranged as follows:

- Two first numbers symbolize the name of a single locality where the vehicle is registered (form 02) and a registered series as stipulated in Article 31 of this Circular.
- The second group of numbers stands for the numerical order of registered vehicles, consisting of 05 natural numbers ranging from 000.01 to 999.99

Example: See the image H1:

- + 30 is the symbol of the locality where the vehicle is registered.
- + A is a alphabetic series of registered license plate
- + 246.56 is the registration order.

As for a short license plate, the symbol of locality and a series of registered license plate are placed in the middle of the upper line on a license plate.

1.2. The size of letters and numbers

- Height of letters and numbers: 80 milimetres
- Width of letters and numbers: 40 milimetres
- The size of bold letters and numbers: 10 milimetres
- A space between letters and numbers: 10 milimetres. The space between other numbers and the number 1 is 20 milimetres.

1.3 The placement of symbols on the license plate specifically defined as follows:

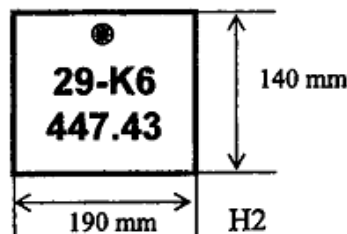
- As for a long license plate, the Police badge shall be stamped right above the hyphen and kept at the 5-milimetre indentation from the upper edge of the license plate (image H1).
- As for a short license plate, the Police badge shall be stamped in the middle of two lines and kept at the 5-milimetre indentation from the right edge of the license plate (image H1).

**2. The license plate of domestic motorcycle**

2.1 The placement of letters and numbers on the license plate:

2.1.1. Groups of letters and numbers shall be specifically arranged as follows:

- The first group of numbers symbolizes the locality where the vehicle is registered and a registered series. Both are separated by a hyphen mark (-).
- The second group of numbers represents the registered vehicle, consisting of 05 natural numbers ranging from 000.01 to 999.99.



Example: See image H2:

- + 29 symbolizes the locality where the vehicle is registered.
- + K6 refers to the symbol of a registered series.
- + 447.43 is the numerical order of vehicle registrations.

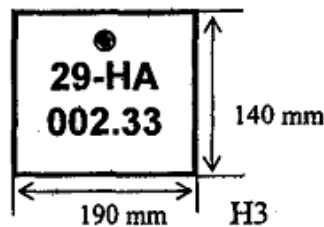
2.1.2. The usage of letters and numbers in a series of registered license plate shall follow:

2.1.2.1. The motorcycles built with the cylinder capacity of below 50 cm<sup>3</sup>

a) The license plate has a blue background, white letters and numbers and an alphabetic series uses one of successive 20 capital letters such as A, B, C, D, E, F, G, H, K, L, M, N, P, S, T, U, V, X, Y, Z in combination with one of the capital letters such as A, B, C, D, E, F, H, K, L, M, N, P, R, S, T, U, V, X, Y, Z, issued to vehicles of the Communist Party's regulatory bodies; Office of the President; the National Assembly and its authorized bodies; Office of the National Assembly's Delegation; the People's Council at all administrative levels; Central Directing Committees; the People's Public Security, Court, and Procuracy; ministries, ministerial bodies and the Government's authorized bodies; National Traffic Safety Committee; the People's Committee at all administrative levels and other professional bodies of the People's Committee of a province and district; political and social organizations; public non-business units except a state-owned center of driving training and examination; the project management board with state administrative function.

b) The license plate has a white background, black letters and numbers and an alphabetic series uses one of 20 capital letters such as A, B, C, D, E, F, G, H, K, L, M, N, P, S, T, U, V, X, Y, Z in combination with one of the capital letters such as A, B, C, D, E, F, H, K, L, M, N, P, R, S, T, U, V, X, Y, Z, issued to vehicles of enterprises, the project management board of these enterprises, social and socio-vocational organizations, private non-business unit, the public center of driving training and examination and personal vehicles.

In order to avoid any confusion with the motorcycles of joint venture and project-based organizations, tractors and electric-powered vehicles, a alphabetic series, used for registered motorcycles built with the cylinder capacity of below 50 cm<sup>3</sup> of individuals, non-business and public service units, social organizations, shall not combine letter L with letter D (LD) or letter D with letter A (DA) or letter M with letter K (MK) or letter M with letter Đ (MĐ). Tractors shall adopt a registered series from MK1 to MK9 and these of electric-powered vehicles are from MĐ1 to MĐ9.



2.1.2.2. Motorcycles built with the cylinder capacity from 50 cm<sup>3</sup> to below 175 cm<sup>3</sup>:

a) The license plate has a blue background, white letters and numbers and an alphabetic series uses one of successive 19 capital letters such as B, C, D, E, F, G, H, K, L, M, N, P, S, T, U, V, X, Y, Z in combination with one of natural numbers ranging from 1 to 9, issued to vehicles of the Communist Party's regulatory bodies; Office of the President; the National Assembly and its authorized bodies; Office of the National Assembly's Delegation; the People's Council at all administrative levels; Central Directing Committees; the People's Public Security, Court, and Procuracy; ministries, ministerial bodies and the Government's authorized bodies; National Traffic Safety Committee; the People's Committee at all administrative levels and other professional bodies of the People's Committee of a province and district; political and social organizations; public non-business units except a state-owned center of driving training and examination; the project management board with state administrative function.

b) The license plate has a white background, black letters and numbers and an alphabetic series uses one of 19 capital letters such B, C, D, E, F, G, H, K, L, M, N, P, S, T, U, V, X, Y, Z in combination with one of natural numbers ranging from 1 to 9, issued to vehicles of enterprises, the project management board of these enterprises, social and socio-vocational organizations, private non-business unit, the public center of driving training and examination and personal vehicles.

2.1.2.3. Motorcycles built with the cylinder capacity of more than 175 cm<sup>3</sup>

a) The license plate has a blue background, white letters and numbers and an alphabetic series uses one capital letter A in combination with one of natural numbers ranging from 1 to 9, issued to vehicles of the Communist Party's regulatory bodies; Office of the President; the National Assembly and its authorized bodies; Office of the National Assembly's Delegation; the People's Council at all administrative levels; Central Directing Committees; the People's Public Security, Court, and Procuracy; ministries, ministerial bodies and the Government's authorized bodies; National Traffic Safety Committee; the People's Committee at all administrative levels and other professional bodies of the People's Committee of a province and district; political and social organizations; public non-business units except a state-owned center of driving training and examination; the project management board with state administrative function.

b) The license plate has a white background, black letters and numbers and an alphabetic series uses one capital letter A in combination with one of natural numbers ranging from 1 to 9, issued to vehicles of enterprises, the project management board of these enterprises, social and socio-vocational organizations, private non-business unit, the public center of driving training and examination and personal vehicles.

2.2 In respect of the size of letters and numbers:

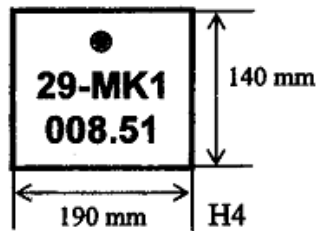
- Height of letters and numbers: 55 millimetres
- Width of letters and numbers: 22 millimetres
- The size of bold strokes of printed letters and numbers: 7 millimetres
- A space between letters and numbers: 5 millimetres. The space between registered numbers: 12 millimetres.

2.3 The placement of symbols on the license plate as follows: The Police badge shall be stamped at the upper line and right above the hyphen, and kept at 5-millimetre indentation from the upper edge of the license plate.

### 3. The license plate of tractors and electric-powered vehicles

3.1. Groups of letters and numbers are arranged as follows:

- The first group of numbers symbolizes the locality where the vehicle is registered and a registered series. Both are separated by a hyphen (-).
- The second group of numbers represents the registered vehicle, consisting of 05 natural numbers ranging from 000.01 to 999.99.



Example: See image H4

- + The number 29 symbolizes the locality where the vehicle is registered
- + MK1 refers to the symbol of a registered series.
- + 008.51 is the numerical order of vehicle registrations.

3.2. The size of letters and numbers on the licence plate of tractors and electric-powered vehicles

- Height of letters and numbers: 55 millimetres
- Width of letters and numbers: 22 millimetres
- The size of bold strokes of printed letters and numbers: 7 millimetres
- A space between letters and numbers: 5 millimetres. The space between registered numbers is 12 millimetres.

3.3. The placement of symbols on the license plate specifically defined as follows: the Police badge shall be stamped at the upper line and right above the hyphen and kept at 5-millimetre indentation from the upper edge of the license plate.

### 4. The license plate of foreign automobiles

4.1. The placement of letters and numbers: The license plate with groups of letters and numbers shall be specifically arranged as follows:

- The first group represents the locality where the vehicle is registered.
- The second group symbolizes the name of countries and international organizations (appendix 02 attached to this Circular).
- The third group represents the registered series.
- The fourth group represents the order of registered vehicles, consisting of 02 natural numbers ranging from 01 to 99.

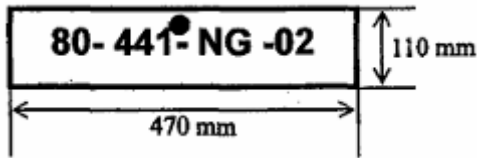
The symbol of localities and country name, and the registered series and order shall be separated by a hyphen mark (-).

Example: See image H5

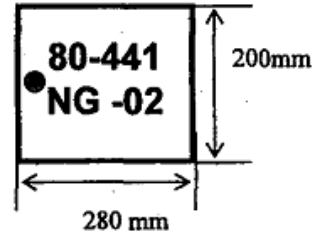
- + 80 represents the locality where the vehicle is registered.
- + NG represents a registered series used for vehicles of diplomatic missions, consular posts and its staff members who take possession of diplomatic identity card; the symbol QT is used for vehicles of representative offices of international organizations and its staff members who take possession of

diplomatic identity card; the symbol CV is used for vehicles of technical and administrative staff members who take possession of official identity card granted by diplomatic missions, consular posts and international organizations; the symbol NN is used for vehicles of representative organizations and offices and other foreign individuals.

+ The number 441 stands for the name of countries and international organizations; 02 stands for the numerical order of registered vehicles.



H5: Long license plate



H5: Short license plate

#### 4.2. The size of letters and numbers:

- Height of letters and numbers: 73 millimetres
- Width of letters and numbers: 32 millimetres
- The size of bold strokes of printed letters and numbers: 10 millimetres
- The dimension of the hyphen mark (-): 20 x 10 millimetres.
- A space between letters and numbers: 10 millimetres. Particularly, the space between other numbers and the number 1 is 20 millimetres.

#### 4.3. The placement of symbols is defined specifically as follows:

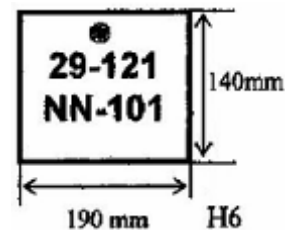
- As for a long license plate, the Police badge is stamped above the hyphen mark and kept at the 5-millimetre indentation from the upper edge.
- As for a short license plate, the Police badge is stamped in the middle of two lines and kept at the 5-millimetre indentation from the left edge.

### 5. The license plate of foreigner's motorcycles

#### 5.1. The placement of letters and numbers:

Groups of letters and numbers:

- The first group represents the symbol of the locality where the vehicle is registered
- The second group represents the legal owner's country name.
- The third group represents a registered series.
- The fourth group represents registered vehicles, consisting of 03 natural numbers ranging from 001 to 999.



- The symbol of localities and country name, and the registered series and order shall be separated by a hyphen mark (-).

Example: See image H6:

- + The number 29 symbolizes the locality where the vehicle is registered.
- + The number 121 symbolizes the country name (as regulated at the Appendix 03 attached to this Circular).
- + NN represents a registered series used for foreigner's vehicles.
- + The number 101 is the numerical order of registered vehicles.

#### 5.2. In respect of the registration order:

- Motorcycles built with a cylinder capacity of below 50 cm<sup>3</sup> have the registration order from 001 to 400.
- Motorcycles built with a cylinder capacity from 50 cm<sup>3</sup> to below 175 cm<sup>3</sup> have the registration order from 401 to 900.
- Motorcycles built with a cylinder capacity of over 175 cm<sup>3</sup> have the registration order from 901 to 999

5.3. The size of letters and numbers:

- Height of letters and numbers: 55 millimetres
- Width of letters and numbers: 22 millimetres
- The size of bold strokes of printed letters and numbers: 7 millimetres
- A space between letters and numbers: 19 millimetres. Particularly, the space between other numbers and the number 1 is 35 millimetres.

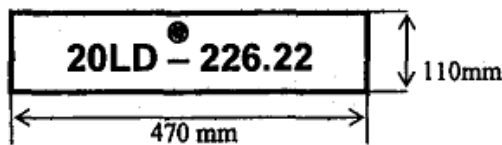
5.4 The placement of symbols is defined specifically as follows:

The Police badge is stamped at the upper line and right over the hyphen mark and kept at the 5-millimetre indentation from the upper edge.

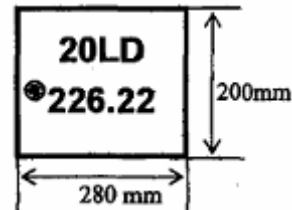
## 6. The license plate of automobiles and motorcycles used for the affiliation, project and Military's vehicles for the purpose of business

6.1. The size of letters and numbers on the license plate of automobiles and motorcycles used for an affiliation, project and Military's vehicles for the purpose of business, automobiles operating in a restricted area, four-wheeled cargo vehicles that have been built with engine and domestically assembled, and dedicated vehicles of the People's Public Security, shall have the same size as the license plate of foreign automobiles and motorcycles.

- The license plate consists of groups of letters and numbers that are specifically arranged as follows:
- Two first digits symbolize the locality where the vehicle is registered (as specified at the appendix 02) and a registration series as regulated in Article 31 of this Circular.
- The second group represents the numerical order of registered vehicles, consisting of 05 natural numbers ranging from 000.01 to 999.99.
- As for the short license plate, the symbol of the locality where the vehicle is registered and a registration series shall be placed in the middle of upper line. The 5-digit group in the below line represents the registration series arranged symmetrically with the letter and number group at the upper line.



H7: Long license plate



H7: Short license plate

- Example: See image H7:

- + The number 20 represents the locality where the vehicle is registered.
- + LD represents a registration series used for vehicles of foreign – invested enterprises and selected foreign bidder.
- + 226.22 represents the numerical order of registered vehicles.

6.2. The size of letters and numbers:

- Height of letters and numbers: 73 millimetres
- Width of letters and numbers: 32 millimetres
- The size of bold strokes of printed letters and numbers: 10 millimetres
- The dimension of the hyphen mark (-): 20 x 10 millimetres.
- A space between letters and numbers: 10 millimetres. Particularly, the space between other numbers and the number 1 is 20 millimetres.

6.3. In respect of the numerical order of registered motorcycles owned by the affiliation and project:

- Motorcycles built with a cylinder capacity of below 50 cm<sup>3</sup> have the registration order from 001 to 400.
- Motorcycles built with a cylinder capacity from 50 cm<sup>3</sup> to below 175 cm<sup>3</sup> have the registration order from 400.01 to 900.00.
- Motorcycles built with a cylinder capacity of over 175 cm<sup>3</sup> have the registration order from 900.01 to 999.99.



## 7. The license plate of vehicles operating in special economic – commercial zones shall abide by the Government’s regulations

The license plate of automobiles and motorcycles operating in special economic – commercial zones shall abide by the Government’s regulations; 2 capital letters refer to an alphabetic series of the name of the location where special economic – commercial zones are located). As for the license plate of automobiles, the placement of letters and numbers as well as their size shall be similar to the license plate of domestic vehicles.

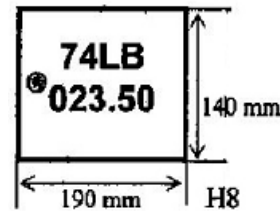
7.1. The placement of letters and numbers on the license plate of automobiles:

- Example: See the image H8:

+ The number 74 is the symbol of the locality where the vehicle is registered ( Quang Tri province)

+ LB is the abbreviation for Lao Bao economic zone.

+ The number 023.50 symbolizes the numerical registration order, consisting of 5 natural numbers ranging from 000.01 to 999.99.



7.2. The size of letters and numbers:

- The height of letters and numbers: 55 milimetres.

- The width of letters and numbers: 22 milimetres.

- The width of the strokes of printed letters and numbers: 7 milimetres.

- The space between letters and numbers: 19 milimetres. Particularly, the space between other numbers and the number 1 is 35 milimetres.

7.3. The placement of symbols on the license plate is specifically defines as follows:

The Police badge shall be stamped in the middle of the line spacing and kept at the 5-milimetre indentation from the edge of the license plate.

## 8. Regulations on the temporary license plate

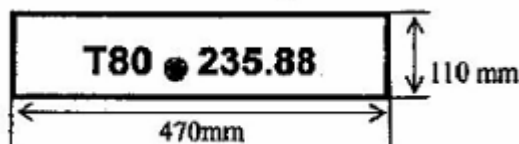
The temporary license plate shall be made from a piece of paper and its size shall adhere to the aforesaid regulations. In certain special cases, if vehicles are used for political activities, conferences and sports as requested by the Government, the temporary license plate shall be made of metal and have a blue background, white letters and numbers, and be printed with a particular symbol.

8.1. The temporary license plate of automobiles:

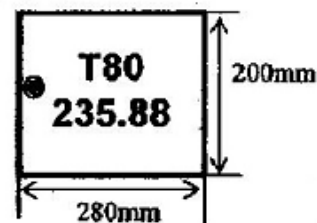
- The long license plate: The first group of letters includes the letter “T” and the symbol of where the vehicle is registered. The second group of letters represents the order of registered vehicles ranging from 000.01 to 999.99. Both groups are separated by a hyphen mark (-).

The short license plate: + The upper line includes letter “T” and the symbol of where the vehicle is registered.

+ The lower line is the order of registered vehicles ranging from 000.01 to 999.99.



H9: The long license plate



H9: The short license plate

Example: See the image H9:

+ Letter T means the symbol of the temporary registration.

+ The number 80 refers to the symbol of where the vehicle is registered.

+ 235.88 represents the numerical order of registered vehicles.

- The placement of the symbol for tampering and counterfeiting prevention shall abide by legal regulations applied to the license plate of domestic vehicles.

8.2. The temporary license plate of motorcycles:

- It shall have the same size as the license plate of domestic motorcycles.

- The arrangement of letters and numbers shall be similar to the temporary license plate (a short one).

**Form 01**

Issued together with the Circular No. 15/2014/TT-  
BCA dated April 04, 2014 by Ministry of Public  
Security

**SOCIALIST REPUBLIC OF VIETNAM**  
**Independence – Freedom – Happiness**

Date.....

**LETTER OF NOTICE**

IN REFERENCE TO VEHICLES USED AS A GIFT AND TRANSFERRED TO OTHER PERSONS

To:.....(1).....

The legal owner (the undersigned of the vehicle registration):.....

Address .....

Takes possession of the vehicle .....

License plate:.....Model:.....

Make:.....Color: .....

Engine No.:.....Chassis No.:.....

To use the aforesaid vehicle as a gift and transfer it to:

The new legal owner: .....

Address: .....

ID Card; Passport (in case of an individual):.....issued on.....at.....

Since date:..... The new legal owner shall take full legal responsibility for the use and operation of vehicles in compliance with laws

This is hereby to inform .....(1)..... in order for the organization or individual, known as the new legal owner, to be eligible for completing the procedures for vehicle registration in accordance with legal regulations.

**THE OWNER**

*(Full name, signature and stamp if applicable)*

(1): The competent registry.

**SOCIALIST REPUBLIC OF VIETNAM**  
**Independence – Freedom – Happiness**

**Form 02**

Issued together with the Circular No.  
15/2014/TT-BCA dated April 04, 2014 by  
Ministry of Public Security

**VEHICLE REGISTRATION DECLARATION**

**A. OWNER'S DECLARATION**

Owner's full name: .....

Address: .....

Identity Card N0/Passport: ..... issued on.../ .../ ..... at.....

Phone number ..... Car/motorbike: .....

Brand: ..... Model code:.....  
 Type: ..... Color: .....  
 Year of manufacture: ..... Capacity: ..... cm<sup>3</sup>  
 Engine N0: ..... Chassis N0: .....

Reason: (the issuance or replacement of license plate registration)

I swear on the content declaration is correct and completely responsible before law for the vehicle documents in the file.

Date.....  
 Owner's full name  
 (Signature and full name)

**B. THE SECTION OF INSPECTION COMPLETED BY THE COMPETENT REGISTRY:**

OLD LICENSE PLATE:..... NEW LICENSE PLATE:.....

New registration  Change and replace license plate and vehicle registration  Register title transfer and vehicle relocation

ATTACHED THE RUBBING OF ENGINE AND CHASSIS NUMBER (EXCEPT THE TEMPORARY REGISTRATION)

Attach the rubbing of engine numbers here      Attach the rubbing of chassis numbers here

Overall dimension: Length.....m; Width .....m; Height.....m

Curb weight:.....kg; Tire size:.....

Loading capacity: Cargo:.....kg; Towed weight: .....kg;

Vehicle body thickness:.....mm; Wheelbase.....mm;

Seating capacity: seat....., stand ....., lying.....

LIST OF SUBMITTED DOCUMENTS

No.	CATEGORY	ISSUER	AMOUNT	ISSUING DATE
1.				
2.				
3.				
4.				

.....(1).....  
 (signature and full name)

Date.....  
 VEHICLE REGISTRAR  
 (signature and full name)

(Signature and seal)

(1) As for Ministries, specify Head of Department; as for provinces and centrally-affiliated cities, specify Team Leader; as for the Police at an administrative commune, specify Team Leader

(2) As for Ministries, specify Head of Department; as for provinces and centrally-affiliated cities, specify Head of the Department; as for the Police at an administrative commune, specify Chief of the Police of a district, commune, town and city.

**SOCIALIST REPUBLIC OF VIETNAM**  
**Independence – Freedom – Happiness**

**DECLARATION OF TITLE TRANSFER AND VEHICLE RELOCATION REGISTRATION**

**A. THE DECLARATION AND COMMITMENT MADE BY THE VEHICLE USER**

- 1- Full name of the vehicle user: .....
- 2- Address: .....
- 3- ID Card No.: ..... issued on ..... at .....
- 4- Owns the vehicle with following features:  
 Name: ..... License plate: .....  
 Brand name: ..... Model No.: .....  
 Make: ..... Color: .....  
 Engine No.: ..... Chassis No.: .....  
 Seating capacity: .....stand.....lying.....; cylinder capacity..... cm<sup>3</sup>
- 5- The undersigned's full name of vehicle registration: .....
- 6- Address: .....
- 7- Describe the origin of the vehicle: (1) .....  
 .....  
 .....
- 8- Attached: .....
- 9- Request the registration authority: (2) .....

**Title transfer**

**Title transfer and vehicle relocation**

10- I am hereby committed to taking the full legal responsibility for the transferred and relocated vehicles. Should there be any disputes, lawsuits or judicial appeals arising, I shall be responsible for dealing with it in compliance with laws.

CERTIFIED BY THE POLICE OF A  
HAMLET, WARD, TOWN  
*(applied to the permanent residence of the  
vehicle user)*

*Date:.....*  
THE VEHICLE USER  
*(signature, full name and seal if applicable)*

**B. THE SECTION OF INSPECTION COMPLETED BY THE COMPETENT REGISTRY**

OLD LICENSE PLATE:..... NEW LICENSE PLATE:.....

ATTACHED THE RUBBING OF ENGINE AND CHASSIS NUMBER (EXCEPT THE TEMPORARY REGISTRATION)

Attach the rubbing of engine numbers here

Attach the rubbing of chassis numbers here

The result of inspection and verification: .....  
.....

PUBLIC SERVANT IN  
CHARGE  
*(signature and full name)*

(3)  
*(signature and full name)*

(4)  
*(signature, full name and seal)*

(1) Specify the origin of the vehicle (a vehicle used as a gift or heirloom)

(2) As for ministries, specify Department of Road and Roadway Traffic Police; as for a province or city, specify the Division of Traffic Police; as for a commune, district, town and provincial municipality, specify the Police of a commune,...

(3) As for ministries, write Head of the Office; as for a province and city, write Team Leader; as for a commune, district, town and provincial municipality, write the Team Leader

(4) As for ministries, write the Director, as for a province and city, write Head of the Department; as for a commune, district, town and provincial municipality, write Chief of the Police of that commune, district, town and city.

**Form 04**

Issued together with the Circular No. 15/2014/TT-BCA dated April 04, 2014 by Ministry of Public Security

**SOCIALIST REPUBLIC OF VIETNAM  
Independence – Freedom – Happiness**

**CERTIFICATE OF TITLE TRANSFER AND VEHICLE RELOCATION**

Vehicle: ..... License Plate Number: .....

1- Owner's full name: .....

2- Address: .....

3- Identity Card No.: ..... Issued on .../.../... At .....

4- Characteristics of the vehicle:

Brand: ..... Model code: .....

Type: ..... Color: .....

Engine No: ..... Chassis No: .....

5- Now to move the car to new vehicle owners .....

6- Address .....

7- Reason for title transfer and vehicle relocation (used as a gift, resold, inherited or transferred):

8- Attached documents .....

Attach the rubbing of the engine number here

Attach the rubbing of the chassis number here

9- I bear full responsibility before law for the documents in the car records. New vehicle owners bear full legal responsibility for the registration and use of the vehicle in accordance with the law on procedures for transfer, to move within 30 days of sale, donation and transfer.

10- It is to propose vehicle registration agency to consider the procedures to register my car.

PUBLIC SERVANT IN CHARGE  
(Signature and full name)

Date:.....  
THE OWNER  
(Signature, full name and seal if applicable)

(2).....  
(Signature, full name and seal)

(1) As for ministries, specify Department of Road and Roadway Traffic Police; as for a province or city, specify the Division of Traffic Police; as for a commune, district, town and provincial municipality, specify the Police of a commune,...

(2) As for ministries, write the Director; as for a province and city, write Head of the Department; as for a commune, district, town and provincial municipality, write Chief of the Police of that commune, district, town and city.

**Form 05**

Issued together with the Circular No. 15/2014/TT-BCA dated April 04, 2014 by Ministry of Public Security

**SOCIALIST REPUBLIC OF VIETNAM**  
**Independence – Freedom – Happiness**

DECLARATION OF REVOKED CERTIFICATE OF LICENSE PLATE AND VEHICLE REGISTRATION

Vehicle: ..... License plate: .....

Owner's full name: .....  
.....

Address: .....

Phone number: .....

Identity Card No/Passport: ..... issued on.../.../... at.....

Request the revocation of certificate of license plate and vehicle registration: .....

Brand: ..... Model code: .....

Type: ..... color: .....

Year of manufacture: ..... Capacity: ..... cm<sup>3</sup>

Engine No: ..... Chassis No: .....

Reason for the revocation: .....

.....  
.....  
.....

Attached documents: .....

.....  
.....

Request: (1) .....

To revoke the certificate of license plate and vehicle registration and issue the revocation certificate

.....

Date.....

OWNER'S full name)

(signature, full name and seal if applicable)

(1) As for ministries, specify Department of Road and Roadway Traffic Police; as for a province or city, specify the Division of Traffic Police; as for a commune, district, town and provincial municipality, specify the Police of a commune,...

.....(1).....  
.....(2).....

**SOCIALIST REPUBLIC OF VIETNAM**  
**Independence – Freedom – Happiness**  
-----

**THE CERTIFICATE OF THE REVOCATION OF LICENSE PLATE AND VEHICLE REGISTRATION**

Vehicle: ..... License plate:.....

At the request for the revocation of the certificate of license plate and vehicle registration made by:

(3) .....

(4) .....

.....hereby certifies

Owner's full name: .....

.....

Address: .....

Phone number: .....

Identity Card N0/Passport: ..... issued on.../.../... at .....

.....

The certificate of license plate and vehicle registration has been revoked: ..... (On) ....

Vehicle with the following features:

Brand: ..... Model code: .....

Type: ..... Color: .....

Year of manufacture: ..... Capacity: ..... cm<sup>3</sup>

Engine N0: ..... Chassis N0: .....

Including license plate and certificate of vehicle registration

The certificate of the revocation is not valid for the vehicle registration.

In case the vehicle owner wants to sell or transfer the vehicle, come to the registration agency to withdraw original documents to change the owner's name (5) .....

This certificate is made into two copies

- One kept at the agency (6) .....

- One handed to the owner

Date:.....

.....(7).....

(signature, full name and seal)

.....  
*(1) As for Minister, write Ministry of Public Security; as for a province and centrally-affiliated city, write the Police of that province or city;*

*(2) As for ministries, specify Department of Road and Roadway Traffic Police; as for a province or city, specify the Division of Traffic Police; as for the Police of a commune, specify the Police of a district, commune, town and city*

*(3) Write the vehicle owner;*

*(4) (5) (6) As for ministries, specify Department of Road and Roadway Traffic Police; as for a province or city, specify the Division of Traffic Police; as for the Police of a commune, specify the Police of a district, commune, town and city*

*(7) As for ministries, write the Director; as for a province and centrally-affiliated city, write Head of the Department; as for the Police of a commune, specify the Police of a district, commune, town and city.*






**Form 09**

Issued together with the Circular No. 15/2014/TT-BCA dated April 04, 2014 by Ministry of Public Security

**MOTORBIKE REGISTRATION CERTIFICATE**

1. Front:

2. Rear:

Note:

	<b>CENTRAL ADMINISTRATION</b>	<b>LOCAL ADMINISTRATION</b>
(1)	Ministry of Public Security	THE POLICE OF THE PROVINCE, CITY + NAME OF THE PROVINCE, CITY
(2)	Ministry of Public Security	Name of the province, city + Province's Public security Name of the province, city + city's Public security)
(3)	Railway and Road Traffic Police Department	The traffic police Division; Police Section of district, towns and city levels directly under the province
(4)	Railway and Road Traffic Police Department	The traffic police Division; Police Section of district, towns and city levels directly under the province
(5)	Hanoi	NAME OF THE PROVINCE, CITY

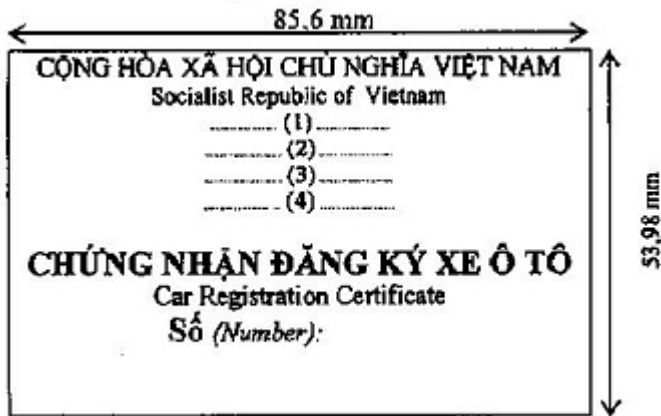
(6)	DIRECTOR	HEAD OF THE DEPARTMENT; CHIEF OF THE POLICE AT THE DISTRICT, COMMUNE, TOWN AND PROVINCIAL MUNICIPALITY
This certificate has the size of 85,6 x 53,98 mm and is printed on a piece of green paper and a patterned Police insignia		

**Form 10**

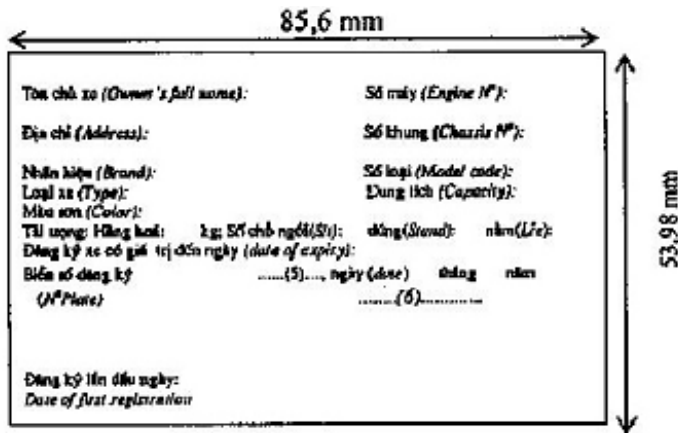
Issued together with the Circular No. 15/2014/TT-BCA dated April 04, 2014 by Ministry of Public Security

CAR REGISTRATION CERTIFICATE

1. Front:



2. Rear



Note:

	CENTRAL ADMINISTRATION	LOCAL ADMINISTRATION
(1)	Ministry of Public Security	THE POLICE OF THE PROVINCE, CITY + NAME OF THE PROVINCE, CITY
(2)	Ministry of Public Security	Name of the province, city + Province's Public security Name of the province, city + city's Public security)
(3)	Railway and Road Traffic Police Department	The traffic police Division
(4)	Railway and Road Traffic Police Department	The traffic police Division
(5)	Hanoi	NAME OF THE PROVINCE, CITY
(6)	DIRECTOR	HEAD OF THE DEPARTMENT

This certificate has the size of 85,6 x 53,98 mm and is printed on a piece of green paper and a patterned Police insignia

**Form 11**

Issued together with the Circular No. 15/2014/TT-BCA dated April 04, 2014 by Ministry of Public Security

ARTICULATED VEHICLE REGISTRATION CERTIFICATE (TRACTOR AND SEMI-TRAILER)

1. Front:

2. Rear:

Note:

	CENTRAL ADMINISTRATION	Ở ĐỊA PHƯƠNG LOCAL ADMINISTRATION
(1)	Ministry of Public Security	THE POLICE OF THE PROVINCE, CITY + NAME OF THE PROVINCE, CITY
(2)	Ministry of Public Security	Name of the province, city + Province's Public security Name of the province, city + city's Public security
(3)	Railway and Road Traffic Police Department	The traffic police Division
(4)	Railway and Road Traffic Police Department	The traffic police Division
(5)	Hanoi	NAME OF THE PROVINCE, CITY
(6)	DIRECTOR	HEAD OF THE DEPARTMENT

This certificate has the size of 85,6 x 53,98 mm and is printed on a piece of green paper and a

**Form 12**

Issued together with the Circular No. 15/2014/TT-BCA dated April 04, 2014 by Ministry of Public Security

TEMPORARY VEHICLE REGISTRATION

1. Front:

2. Rear:

**Note:**

	CENTRAL ADMINISTRATION	LOCAL ADMINISTRATION
(1)	Ministry of Public Security	THE POLICE OF THE PROVINCE, CITY + NAME OF THE PROVINCE, CITY
(2)	Ministry of Public Security	Name of the province, city + Province's Public security Name of the province, city + city's Public security
(3)	Railway and Road Traffic Police Department	The traffic police Division
(4)	Railway and Road Traffic Police Department	The traffic police Division
(5)	Hanoi	NAME OF THE PROVINCE, CITY
(6)	DIRECTOR	HEAD OF THE DEPARTMENT

*This certificate has the size of 85,6 x 53,98 mm and is printed on a piece of green paper and a patterned Police insignia*

TRACTOR REGISTRATION CERTIFICATE

1. Front:

2. Rear:

Note:

	CENTRAL ADMINISTRATION	LOCAL ADMINISTRATION
(1)	Ministry of Public Security	THE POLICE OF THE PROVINCE, CITY + NAME OF THE PROVINCE, CITY
(2)	Ministry of Public Security	Name of the province, city + Province's Public security (Tên địa phương + city's Public security)
(3)	Railway and Road Traffic Police Department	The traffic police Division
(4)	Railway and Road Traffic Police Department	The traffic police Division
(5)	Hanoi	NAME OF THE PROVINCE, CITY
(6)	DIRECTOR	HEAD OF THE DEPARTMENT

*This certificate has the size of 85,6 x 53,98 mm and is printed on a piece of green paper and a patterned Police insignia*

MOTORBIKE REGISTRATION CERTIFICATE

Used in the special economic – commercial zones as regulated by the Government (white background, pink strips, and black letters, printed on patterned insignia of the Police)

1. Front:

2. Rear:

Note:

(1)	THE POLICE OF THE PROVINCE, CITY + NAME OF THAT PROVINCE AND CITY
(2)	Name of the province, city + Province's Public security Name of the province, city + city's Public security
(3)	TRAFFIC POLICE DIVISION
(4)	The traffic police Division
(5)	THE NAME OF THE PROVINCE, CITY
(6)	HEAD OF THE DEPARTMENT
(7)	NAME OF THE PROVINCE, CITY WHERE THE SPECIAL ECONOMIC ZONE IS LOCATED

**Form 15**

## CAR REGISTRATION CERTIFICATE

Used in the special economic – commercial zones as regulated by the Government (white background, pink strips, and black letters, printed on patterned insignia of the Police)

1. Front:

85,6 mm

**CỘNG HÒA XÃ HỘI CHỦ NGHĨA VIỆT NAM**  
 Socialist Republic of Vietnam

----- (1) -----  
 ----- (2) -----  
 ----- (3) -----  
 ----- (4) -----

**CHỨNG NHẬN ĐĂNG KÝ XE Ô TÔ**  
 Car Registration Certificate  
 (Có giá trị sử dụng trong....(7).....)  
 (Only validity in ....(7)....)  
 Số (Number):

53,98mm

2. Rear:

85,6 mm

Tên chủ xe (Owner's full name):

Địa chỉ (Address):

Nhãn hiệu (Brand):

Loại xe (Type):

Màu sơn (Color):

Tải trọng (Hàng hoá):      kg; số chỗ ngồi (Số):      đung (Stero):      năm (Lê):

Đăng ký xe có giá trị đến ngày (date of expiry):

Biển số đăng ký (N<sup>o</sup> Plate)      ....(5)...., ngày (date)      tháng      năm      .....(6).....

Đăng ký lần đầu ngày: (Date of first registration)

Số máy (Engine N<sup>o</sup>):

Số khung (Chassis N<sup>o</sup>):

Số loại (Model code):

Dung tích (Capacity):

53,98mm

**Note:**

	LOCAL ADMINISTRATION
(1)	THE POLICE OF THE PROVINCE, CITY + NAME OF THAT PROVINCE AND CITY
(2)	Name of the province, city + Province's Public security Name of the province, city + city's Public security
(3)	TRAFFIC POLICE DIVISION
(4)	The traffic police Division
(5)	THE NAME OF THE PROVINCE, CITY
(6)	HEAD OF THE DEPARTMENT
(7)	NAME OF THE PROVINCE, CITY WHERE THE SPECIAL ECONOMIC ZONE IS LOCATED

### Form 16

Issued together with the Circular No. 15/2014/TT-BCA dated April 04, 2014 by Ministry of Public Security

### TOWED VEHICLE REGISTRATION CERTIFICATE (TRAILERS AND SEMI-TRAILERS)

Used in the special economic – commercial zones as regulated by the Government (white background, pink strips, and black letters, printed on patterned insignia of the Police)

1. Front:

85,6 mm

CỘNG HÒA XÃ HỘI CHỦ NGHĨA VIỆT NAM  
Socialist Republic of Vietnam

..... (1) .....

..... (2) .....

..... (3) .....

..... (4) .....

**CHỨNG NHẬN ĐĂNG KÝ RƠMOỐC  
SOMI RƠMOỐC**

Towed vehicle registration certificate  
(Trailer+Semi-trailer)

Có giá trị sử dụng trong...(7)... (Only validity in ...(7)...)

Số (Number):

53,98mm

2. Rear

85,6 mm

Tên chủ xe (Owner's full name):      Số khung (Chassis N<sup>o</sup>):

Địa chỉ (Address):                      Năm sản xuất (Year of manufacture):

Nhãn hiệu (Brand)                      Màu sơn (Color):

Số loại (Model code):

Tải trọng (Gross weight):              kg

Đăng ký xe có giá trị đến ngày (date of expiry):

Biển số đăng ký      ...(5)..., ngày (date)      tháng      năm

(N<sup>o</sup> Plate)                      ....(6)....

Đăng ký lần đầu ngày:.....

Date of first registration

53,98mm

**Note:**

(1)	THE POLICE OF A PROVINCE AND CITY + NAME OF PROVINCE OR CITY
(2)	Name of the province, city + Province's Public security Name of the province, city + city's Public security
(3)	Traffic Police Division
(4)	Traffic Police Division
(5)	NAME OF A PROVINCE AND CITY
(6)	HEAD OF A DEPARTMENT
(7)	NAME OF SPECIAL ECONOMIC ZONE