

If you hold a GB driving licence, you are not required to send in a photograph. Go to Section 7.

5 Confirming your identity

Fill in sections 5 and 6 only if you:

- hold a GB paper-style driving licence but want to have a digital tachograph workshop card – you must provide a photograph
- have a digital tachograph workshop card but need to change the name on it, or
- do not hold a GB driving licence – you must provide a photograph.

Part A – Proving your identity digitally

By entering your UK passport number or a share code obtained from the View and Prove your Immigration status service you are giving DVLA permission to verify your details with Her Majesty's Passport (HM Passport Office) or the Home Office.

Valid UK passport number:

View and Prove your Immigration status service share code:

If you have completed Part A, do not send the original document.

Part B – Documents enclosed to prove your identity

Please put against all original valid document(s) enclosed.

As birth/adoption certificates are not absolute proof of identity, you must also send one other form of identification. Please see booklet INF178B.

Passport Travel document

UK birth/adoption certificate

Evidence of State Retirement Pension (SRP)

Biometric Residence Permit (BRP)

Please write the serial numbers of the documents you are enclosing.

Photocopied/laminated document(s) are not acceptable.

Documents enclosed to verify a change of name

Please put against the original document(s) you are enclosing. This must show a clear link to your current name if different from that shown on your valid UK passport or the identity document(s) that you are enclosing.

Marriage certificate Civil partnership certificate

Divorce certificate Deed poll or statutory declaration

Please write the serial number(s) of the document(s) you are enclosing:

Photocopied/laminated document(s) are not acceptable.

7 Declaration and signature

Read the following statements and then sign below.

I understand that it is a criminal offence if I make a false declaration to get a digital tachograph workshop card and can lead to a fine of up to £5000, and/or a maximum of two years imprisonment.

I have read and understood the general information given in 'How to fill in your application for a digital tachograph workshop card' (INF178B).

I have checked the details I have given in this form and I know they are correct.

I know and believe, I am entitled to a digital tachograph workshop card.

We may use the information we hold about your driving licence record (if you have one) for tachograph purposes. If your personal details are now different from those shown on your driving licence, your driving licence must be returned to DVLA for amendment.

Important

See section 7 of INF178B

Date

We will not accept this application unless you sign below in black ink and your signature is completely within the white box.

- Keep your signature within the white box •

- Keep your signature within the white box •

6 Signing your photograph

If you have agreed to us verifying your identity digitally with HM Passport Office or the Home Office, or you are providing an original valid passport, UK issued travel document, or BRP as proof of your identity, then you do not need someone to sign the back of your photo. All other identification enclosed will require someone suitable to sign the back of your photo. (Details of who can sign the back of the photo are given in section headed 'signing your photo to verify identity' (if necessary) of INF178B).

Warning: This person must be resident in the UK, know you personally, and must not be a relative, or person living at the same address.

Ask the person who signs the back of your photo to fill in the rest of this section.

To be filled in by the person signing your photograph

- I am resident in the UK
- I know the applicant and can confirm it is a true likeness
- I have signed the back of the photo
- I agree to you undertaking checks.

Signature:

Date:

Full name:

Business or home address:

Postcode:

Full daytime phone number:

Profession:

We will make checks on those who sign photographs for digital tachograph workshop applications.

Buying a vehicle?

The tax is no longer transferable so you must tax it before you use it.

www.gov.uk/vehicletaxrules

Driver CPC is a legal requirement for all professional bus, coach and lorry drivers.

Search www.gov.uk for Driver CPC

Document checklist

Please put in the relevant boxes in this section to show what you are sending with this application

Proof of Identity (if this applies)

Your last digital tachograph workshop card (if this applies)

Your GB driving licence (if your name and or address have changed)

Peel here

Place photograph face up
See section 6 of INF178B

Peel here

Now send your form to us at: DVSA, PO Box 343, Swansea SA1 2YS