

## A When you should use this form

### You can use this form:

- if your vehicle is currently taxed and you change the tax class from one paying tax class to another paying tax class
- if certain changes to your vehicle affect the rate of duty you pay (such as cylinder capacity, the revenue weight of a heavy goods vehicle or the number of seats on a bus)

## B Where to apply

You can **ONLY** change your vehicle tax from **DVLA, Swansea SA99 1BF**.

Do **NOT** send or take this form to a Post Office® branch.

## C The documents you need to produce

- **the V5C registration certificate (log book)** – please fill this in to show any changes you have made to the vehicle such as, number of seats, change in revenue weight, change in cylinder capacity – if you do not have a V5C you must fill in an ‘Application for a vehicle registration certificate’ (V62) (fee applicable) – you can get this from [www.gov.uk/dvlaforms](http://www.gov.uk/dvlaforms) and Post Office® branches
- **for vehicles taxed in the Private Light Goods (PLG), Bicycle or Tricycle classes, documentary evidence showing any increase or decrease in cylinder capacity (cc)** – this must show the engine number and its cc. Evidence can be a receipt for the replacement engine, written evidence from the manufacturer, insurance company or written confirmation on headed paper from a garage if it was changed before you bought the vehicle
- **for vehicles taxed in the petrol car, diesel car or alternative fuel car classes, documentary evidence to show a change of fuel type for vehicles registered after 1 March 2001** – you must get written details on headed paper from the garage that carried out the conversion
- **proof of a valid MOT** (electronic copies are acceptable) or a Goods Vehicle Test certificate, if needed
- **plating or Design Weight Certificate**, if needed
- **Certificate of Initial Fitness or Certificate of Conformity** or their equivalent PSV401, PSV408, PSV500, PSV506. This only applies to the bus tax class
- **Certificate of insurance or cover note** (downloaded copies are acceptable, photocopies are not), valid on the date the tax comes into force, for vehicles registered with a Northern Ireland address

### NOTE: Goods Vehicle Test Certificates

Test certificates must be valid on the date that the tax starts.

A goods vehicle does not need to be tested if:

- under Regulation 44(1)(e) of the Goods Vehicles (Plating & Testing) Regulations 1988, it is used on the road by an order made under section 44 of the Road Traffic Act 1988 or Article 60 of the Road Traffic (NI) order 1995
- it is used on certain offshore islands exempted by Regulation 44(2) of the Goods Vehicles (Plating & Testing) Regulations 1988 or Article 65 of the Road Traffic (NI) order 1995
- it is a vehicle of a class listed in schedule 2 of the Goods Vehicles (Plating & Testing) Regulations 1988 (exempted from the requirement of testing) or Article 65 of the Road Traffic (NI) order 1995
- it is a vehicle outside the scope of the regulations, for example, it is a heavy or light locomotive or motor tractor within the meaning of the Road Traffic Act 1988 or Road Traffic (NI) order 1995, but has as allocated revenue weight

If your vehicle complies with one of the above categories, declare your exemption in the appropriate box over the page.

If you have any queries about the testing position, contact Driver and Vehicle Standards Agency (DVSA), Ellipse, Padley Road, Swansea SA1 8AN

Phone: 0300 123 9000

For vehicles registered with a Northern Ireland address contact:

The Driver and Vehicle Agency Testing (DVAT), Customer Services, Coleraine County Hall, Castlerock Road, Waterside, Coleraine, BT51 3HS

Phone: 0845 601 4094

## D Road Friendly Suspension (for Heavy Goods Vehicles (HGVs) only)

If your vehicle has been fitted with Road Friendly Suspension (RFS) you must tick the box in section 2.

If you are changing your tax and providing evidence to show that your vehicle has been fitted with RFS you will need to produce one of the following documents:

- Plating Certificate, if needed
- evidence on headed paper from the manufacturer that carried out the suspension change
- evidence on headed paper from the vehicle converter that carried out the suspension change

## E What and how to pay

You may need to pay more duty. This will be:

- the difference between what was paid for the current tax and the cost of the new tax
- divided by the period of the current tax (12 or 6 months)
- multiplied by the number of months the exchange tax is to run

For an example of how to work out your extra vehicle tax payment go to [www.gov.uk/changevehicletax](http://www.gov.uk/changevehicletax)

You can get the ‘Rates of vehicle tax’ leaflet (V149) from [www.gov.uk/browse/driving](http://www.gov.uk/browse/driving) or any Post Office® branch that deals with vehicle tax.

You can pay by:

cheque or postal order made payable to ‘**DVLA, Swansea**’. We cannot accept damaged or altered cheques. If you send us a damaged or altered cheque, your application will be rejected and returned to you (please do not post-date your cheque, we cannot accept it).

Do not send cash, blank postal orders or debit card details.

## F Further information

For more information about taxing your vehicle go to [www.gov.uk/browse/driving](http://www.gov.uk/browse/driving)

You can also contact DVLA Customer Enquiries by phoning 0300 790 6802. Phone lines are open between 8am and 7pm Monday to Friday and between 8am and 2pm on Saturdays. Some calls will be monitored for quality and training purposes.

If you are unhappy with the service you have received, please go to [www.gov.uk/dvla](http://www.gov.uk/dvla) for information on our complaints procedure.

By law, all drivers must be covered by motor insurance when they use a motor vehicle on the road or in any other public place.

## G Data Protection

DVLA handles your personal data in accordance with road vehicle law and data protection laws. The law allows us to release your data to the police and other enforcement bodies. We also provide data to other parties where the law allows it. For further information about how we process your data, your rights and who to contact, see our privacy notice at [www.gov.uk/dvla/privacy-policy](http://www.gov.uk/dvla/privacy-policy)

# Tax it or lose it

We can always spot an untaxed car.

Tax now at [gov.uk/vehicletax](http://gov.uk/vehicletax)



# Application to change vehicle tax

For more information go to [www.gov.uk/changevehicletax](http://www.gov.uk/changevehicletax)

1

V70

Please read the notes over the page before you fill in this form.

Write clearly in **black ink** using **CAPITAL LETTERS** – do not use address stamps.  
Shaded areas are for official use only.

## 1 Your Details

### Full name of vehicle keeper

Title (Mr/Mrs/Ms/Miss)

Company name (if appropriate)

### Address

Postcode

Phone number

## 2 Vehicle Details

### 1. Registration number:

Make

Model

### 2. Tax class you are applying for:

(for example HGV, Bicycle, Petrol Car, Diesel Car etc)

### 3. Fill in the details below for goods vehicles weighing over 3500kg revenue weight

- Tick if your vehicle has Road Friendly Suspension  (see section D over the page)

- For rigid vehicles give:**

Vehicle's revenue weight:  kg      Number of axles:

If 12000kg or over and used to pull laden trailers weighing over 4000kg, what is the maximum revenue weight of any trailer pulled?  kg

- For articulated vehicles give:**

Combined revenue weight of cab and semi-trailer:  kg

Number of axles on cab:

How many axles will the attached semi-trailer have?

One axle     Two axles     Three or more axles

### 4. Fuel type (see section C over the page):

5. If **Recovery or Special Vehicle** tax class give the revenue weight:  kg

6. If **Bicycle, Tricycle or PLG** tax class give **exact** cylinder capacity:  cc

### 7. If **Bus tax class** (vehicles with 10 or more seats including the driver)

Give number of seats:

Date of change affecting tax class    Day    Month    Year

Mileage (to last complete mile)  (not required by law)

Official use only

V70

11/23



### Additional Duty Payable.

Enter amount in pounds and pence in field 4 below.

### Refund Payable

VC	<input type="text"/>	3	Additional Duty/Refund	<input type="text"/>	4
Wheel plan	<input type="text"/>	5	Trailer Weight	<input type="text"/>	6

### Current Vehicle Tax

Tax Class

Tax Band

Rate of duty

Period of licence

Expiry date

### Changed Vehicle Tax

Tax Class

Tax Band

Rate of duty

### Additional duty

Number of months

Amount due £

Entered on  
CLO1360

### Refund Payable

Number of months

Refund payable £

CLF800/1  
completed

## 3 Declaration *(Making a false declaration is a criminal offence for which you could be fined or imprisoned)*

I declare that this is a goods vehicle for which I am claiming exemption (see NOTE on Goods Vehicles Testing Certificates over the page).

Tick this box if you are claiming an exemption

I **declare** that I have checked the information given in this application and it is correct.

\* I enclose the amount of vehicle tax £  / \* I **claim** a refund of duty (\* delete as appropriate)

Signature

Date

(If you are signing for a partnership, limited company or other legal entity, give your position in the firm.)