



# GUIDANCE NOTES FOR COMPLETING AN APPLICATION FOR A MINISTER'S APPROVAL CERTIFICATE (MSVA 1)

Motor Cycles etc. (Single Vehicle Approval) Regulations 2003

## Section 2 – Test Details

### 2a. What test location would you prefer?

Please provide a second choice of test location as the first may not be available. Some locations can only carry out tests on certain vehicle types. Retests must be carried out at the same location as the original test. The Authority reserves the right to inspect all vehicles. When your application has been processed (including payment of any required fee), you will be sent an email confirming that an inspection can be arranged. If you would like to make a booking enquiry or arrange an inspection at a DVSA site, please telephone our Customer Service Centre on 0300 200 1188. An appointment time will be allocated to test the vehicle relative to the vehicle type and test required. If due to unforeseen circumstances the test cannot be completed in the time available, you may be asked to book another appointment at a later time/date to enable the inspection to be completed.

## Section 3 – Vehicle Details

### 3a. Vehicle Identification Number (VIN)

The Vehicle Identification Number (VIN), frame or chassis number is likely to be found on the manufacturer's data plate located on the frame, or, in the case of car-based vehicles, under the bonnet or around the door aperture. Where the number is considered to be inadequate, you will be referred to the DVLA for them to allocate a suitable number.

## Definitions of Vehicle Types (Vehicle Details)

### Mopeds

#### Low Powered Moped

- a 2 or 3 wheeled moped with pedals
- with auxiliary propulsion not exceeding 1kW, and
- a maximum design speed not exceeding 25km/h (16mph)
- includes 250 watts LPM with electric power not exceeding 250W.

#### 2 Wheeled Vehicle

- with a maximum design speed not exceeding 45km/h (28mph)
- fitted with an internal combustion engine having a cylinder capacity not exceeding 50cc, or
- fitted with an electric motor with a maximum continuous power not exceeding 4kW.

## Mopeds

### 3 Wheeled Vehicle

- with a maximum design speed not exceeding 45km/h (28mph)
- fitted with a spark ignition combustion engine having a cylinder capacity not exceeding 50cc, or
- fitted with any other internal combustion engine which has a maximum net power not exceeding 4kW, or
- fitted with an electrical motor with a maximum continuous power not exceeding 4kW,
- not exceeding 270kgs unladen, and
- if designed to carry goods, a payload not exceeding 300kgs.

### 4 Wheeled Vehicle (Light Quadricyle)

- with a maximum design speed not exceeding 45km/h (28mph)
- fitted with a spark ignition internal combustion engine having a cylinder capacity not exceeding 50cc, or
- fitted with any other internal combustion engine which has a maximum net power output not exceeding 4kW, or
- fitted with an electrical motor with a maximum continuous power not exceeding 4kW,
- not exceeding 350kgs unladen, and
- if designed to carry goods, a payload not exceeding 200kgs.

*If any of the above moped classes are powered by an electric motor, the weight of the batteries must not be included in the unladen weight. A vehicle fitted with an electrical motor with a maximum continuous power of more than 4kW will be classed as a Motorcycle or a Motor Tricycle as appropriate.*

## Motorcycles

### 2 Wheeled Vehicle (with or without sidecar)

- fitted with an internal combustion engine having a cylinder capacity of more than 50cc and/or a maximum design speed of more than 45km/h (28mph). Includes powered vehicles.

## Motor Tricycles

### 3 Wheeled Vehicle (with 3 symmetrically arranged wheels)

- fitted with an internal combustion engine having a cylinder capacity of more than 50cc and/or a maximum design speed of more than 45km/h (28mph). Includes electrically powered vehicles.
- Not exceeding 1000kgs unladen, and
- if designed to carry goods, a payload not exceeding 1500kgs.

### 4 Wheeled Vehicles (Heavy Quadricyle)

- fitted with an internal combustion engine having a cylinder capacity of more than 50cc and/or a maximum design speed of more than 45km/h (28mph).
- the maximum net power not exceeding 15kW,
- not exceeding 450kg unladen (600kg for goods vehicles), and
- if designed to carry goods, a payload not exceeding 1000kg,
- the weight of the batteries not being included in the unladen weight.

### Amateur Built Vehicle

A vehicle constructed or assembled :

- for the personal use of the applicant,
- by the applicant, or by individuals acting on behalf and under the direction of the applicant,
- by persons not in the business in which motor vehicles are normally constructed or assembled.

### Rebuilt Vehicle

A vehicle which :

- is not an amateur built vehicle within the meaning given above and is not a vehicle manufactured using parts of a registered vehicle within the meaning given below,
- has been rebuilt using a replacement chassis, or an integral chassis body, which was supplied for the purpose without having been previously used or previously formed part of a registered vehicle,
- is of the same design and construction as the original vehicle.

### Vehicle Manufactured Using Parts of a Registered Vehicle

A vehicle constructed or assembled :

- by a person carrying on a business in the course of which motor vehicles are normally constructed or assembled,
- using a previously used engine and one or more of the following components taken from the same previously registered vehicle – chassis or frame body, suspension, a braked axle with more than one wheel, transmission or steering assembly.

### MSVA does not apply to the following vehicles :

- Vehicles over ten years old.
- Vehicles with a maximum design speed not exceeding 6km/h
- Cycles with pedal assistance that are equipped with an auxiliary electric motor having a maximum continuously rated power of 0.25kW, of which the output is progressively reduced and finally cut off as the vehicle reaches a speed of 25km/h or sooner, if the cyclist stops pedalling.
- Vehicles intended for pedestrian control.
- **Trial** or **Enduro** motorcycles intended for use in competitions, on roads or whatever the terrain.
  - **Trial Motorcycles** are defined as having the following characteristics :
    - (a) maximum seat height of 700mm
    - (b) minimum ground clearance of 280mm, and
    - (c) maximum fuel tank capacity of 4 litres.

**MSVA does not apply to the following vehicles** (continued) :

- **Trial** or **Enduro** motorcycles intended for use in competitions, on roads or whatever the terrain.
  - **Enduro Motorcycles** are defined as having the following characteristics :
    - (a) minimum seat height of 900mm, and
    - (b) minimum ground clearance of 310mm
- Agricultural tractors, off road tractors, agricultural engines or light agricultural vehicles as defined below :
  - **Agricultural Tractor** – a tractor used on public road solely for purposes relating to agriculture, horticulture, forestry or activities falling within :
    - (a) cutting verges bordering public roads;
    - (b) cutting hedges or trees bordering public roads or bordering verges which border public roads.
  - **Off Road Tractor** – a tractor which is not an agricultural tractor and which is :
    - (a) designed and constructed primarily for use other than on roads, and
    - (b) incapable by reason of its construction of exceeding a speed of 25mph on the level under its own power.
  - **Agricultural Engine** – a machine specially designed/converted to perform an agricultural operation on the land (e.g. a combine harvester).
  - **Light Agricultural Vehicle** – a vehicle which :
    - (a) has a revenue weight not exceeding 1000kg,
    - (b) is designed and constructed so as to seat only the driver
    - (c) is designed and constructed primarily for use other than on roads, and
    - (d) is used solely for the purposes relating to agriculture, horticulture or forestry.
- Vehicles designed primarily for off-road leisure use, having wheels arranged symmetrically with one wheel at the front and two at the rear.
- Vehicles adapted or constructed to enable use by a person with a disability (i.e. as defined in Section 1 of the Disability Discrimination Act), whether as driver or passenger.

**Section 6 - MSVA Refund Policy**

Should you wish to cancel the MSVA appointment date you have been allocated, the following options will apply regarding the fee paid at the time of application.

1. If you give **3 or more clear days' notice** prior to the appointment you have been given, then either :
  - you can request a later appointment or if not,
  - the full amount paid will be refunded to the payee.
2. If you give **less than 3 clear days' notice** prior to the appointment date you have been given, then :
  - the whole fee will be forfeited.

Details of the current fees can be found on our website at [www.gov.uk/vehicleapproval](http://www.gov.uk/vehicleapproval) or by telephoning our **Customer Service Centre** on **0300 123 9000**.