



APPLICATION FOR INDIVIDUAL VEHICLE APPROVAL (IVA)

Passenger Vehicles having more than 8 passenger seats - M2 & M3 CATEGORY VEHICLES

The Road Vehicles (Approval) Regulations 2020

Before completing this form, you **MUST READ** and understand the information provided in the corresponding **IVA 1P GUIDANCE NOTES**.

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

SECTION A - GENERAL

1a. APPLICATION TYPE

Please tick the appropriate box below ▼

(See note 1a in Guidance Notes)

☐ **STATUTORY** (Required for registration)

☐ **VOLUNTARY**

If 'Voluntary', what is the registration number (if applicable)?

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1b. APPLICANT CONTACT DETAILS

(See note 1b in Guidance Notes)

Contact Name :

Company Name (if applicable) :

Address :

Postcode :

Tel. No. :

Email :

2. APPOINTMENT DETAILS

Please tick/complete the appropriate boxes below ▼

(See note 2 in Guidance Notes)

2a. Which **test location** would you prefer?

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or

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3. VEHICLE DETAILS

Please tick/complete the appropriate boxes below ▼

(See note 3 in Guidance Notes)

3a. Vehicle Identification Number (VIN) or Chassis Number :

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3b. Position of stamped Vehicle Identification Number (VIN) on vehicle :

3. VEHICLE DETAILS (Cont.)Please tick/complete the appropriate boxes below ▼
(See note 3 in Guidance Notes)**3c (i). What is the category of vehicle?****A Passenger vehicle with more than 8 seats in addition to the driver's seat :**
5,000kg GVW or less**M2** ☐**A Passenger vehicle with more than 8 seats in addition to the driver's seat :**
Over 5,000kg GVW**M3** ☐**3c (ii). Was the vehicle built from a base vehicle of a different category?** YES ☐ NO ☐If 'YES', please provide the category : **3d. What class is the vehicle?****I** ☐**II** ☐**III** ☐**IIIS** ☐**A** ☐**B** ☐**3e. Chassis :** • **Make** ►• **Model** ►• **Date of manufacture** ►**Month****Year****3f. Body :**• **Make** ►• **Model / Colour** ►• **Date of manufacture** ►**Month****Year****3g. What type of transmission does it have?** Manual ☐ Automatic ☐ Other **3h. Is a speed limiter fitted?**YES ☐NO ☐***Note :** If 'NO' you will need to provide documentary evidence to demonstrate why a speed limiter is not required.***3j (i). Number of passengers (maximum) :**

Crew	Upper Deck	Lower Deck Seated (inc driver and crew)	Standeers	Wheelchairs
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

3j (ii). Do you require the vehicle to be approved in more than one seating configuration? YES ☐ NO ☐

3k. Fuel type :	Petrol	Diesel	Gas lpg	Gas cng	Gas lng	Gas hydrogen	Electric
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

3m. Capacity of fuel tank(s) :

litres

3n. Engine make and code :**3p. Engine number :****3q. Where is the engine number located?****3r. Date of manufacture of engine :****3s. Engine capacity :**cm³

3. VEHICLE DETAILS (Cont.)Please tick/complete the appropriate boxes below ▼
(See note 3 in Guidance Notes)

3t. What is the engine maximum power AND the engine speed at which it is obtained? kW @ RPM

3u. (i). Is the vehicle equipped with a self-driving system(s) sometimes known as Automated Driving Systems (ADS)? YES ☐ NO ☐

3u. (ii). Does the vehicle have a conventional in-vehicle driving position (known as 'User-in-Charge' (UIC) vehicle)? YES ☐ NO ☐

3u. (iii). Does the vehicle's ADS access or modify any previously approved vehicle systems to be examined under this application? YES ☐ NO ☐

3v. Is the vehicle fitted with a 'drive-by-wire' system(s)? YES ☐ NO ☐

4. BRAKES, TYRES AND SUSPENSIONPlease tick/complete the appropriate boxes below ▼
(See note 4 in Guidance Notes)

4a. What type of brake system is fitted?

Full Air ☐ Air/Vacuum Hydraulic ☐ Hydraulic ☐ Electric ☐ Other

4b (i). What is the 'split' arrangement of the service brake system? (see [Guidance Notes](#))

4b (ii). Is the manufacturer's designated secondary brake part of the service brake system? (See [Guidance Notes](#)) YES ☐ NO ☐

4b (iii). If the answer to 4b (ii) is 'NO', which axle or axles operate on the secondary brake system? ▶ Axle 1 ☐ Axle 2 ☐ Axle 3 ☐

4b (iv). Which axle or axles have parking brakes fitted? ▶ Axle 1 ☐ Axle 2 ☐ Axle 3 ☐

4c. Is a transmission parking brake fitted? YES ☐ NO ☐

4d. Is there an auxiliary braking device fitted? (i.e. retarder, exhaust brake etc) YES ☐ NO ☐

If 'YES', what type of device? ▶

4e. Tyre/suspension fitment details :

Axle (numbered front to rear)	Tyre Size and Type	Load Index	Speed Rating	Twin or Single	Suspension Type (air, steel, hydraulic etc)
Axle 1					
Axle 2					
Axle 3					

5. EXTERNAL DIMENSIONSPlease complete the appropriate boxes below ▼
(See note 5 in Guidance Notes)

5a. Overall length : mm

5b. Overall width : mm

5c. Overall height : mm

5d. Distance between centre line of axles : 1 - 2 mm 2 - 3 mm

6. WEIGHT DETAILSPlease tick/complete the appropriate boxes below ▼
(See note 6 in Guidance Notes)**6a. Vehicle weights (lb / kg) :****(i) Maximum design weights required ▼**

Axle 1 - lb / kg	Axle 2 - lb / kg	Axle 3 - lb / kg	Gross - lb / kg	Train - lb / kg

If the vehicle is a 'converted vehicle', and the weights shown above are higher or lower than those allocated by the original manufacturer, please provide the original weights.

(ii) Original design weights ▼

Axle 1 - lb / kg	Axle 2 - lb / kg	Axle 3 - lb / kg	Gross - lb / kg	Train - lb / kg

(iii) Maximum weights (anticipated) in Great Britain (vehicles weighing 18,000kgs or greater) ▼

Axle 1 - lb / kg	Axle 2 - lb / kg	Axle 3 - lb / kg	Gross - lb / kg	Train - lb / kg

(iv) Is the vehicle an 'alternatively fuelled vehicle'? YES ☐ NO ☐

If 'YES', how much heavier is the alternative fuel power train than the conventional power train normally fitted to the vehicle? ►

 kgs
6b. Unladen Weight :

Axle 1

kgs

Axle 2 / 3

kgs

 Provide at time of test? ☐
 (Please indicate if 'YES') ►

Note : Evidence of the unladen weight must be provided at the time of test.

6c. Approximate amount of fuel in tank(s) when weighed :

litres

 Provide at time of test? ☐
 (Please indicate if 'YES') ►
SECTION B – APPROVAL**7. VEHICLE COMPLIANCE**Please tick/complete the appropriate boxes below ▼
(See note 7 in Guidance Notes)

7a. Has the vehicle been imported following registration or use in another country? YES ☐ NO ☐

If 'YES', from which country? ►

If 'YES' is the vehicle suitable for use in 'left hand' traffic? YES ☐ NO ☐

7b. Is the vehicle compliant with either a European Community Whole Vehicle Type Approval (ECWVTA) or a National Small Series Type Approval (NSSTA) as :

• a **complete/completed** vehicle? YES ☐ NO ☐ • an **incomplete** vehicle? YES ☐ NO ☐

If 'YES' please give the Approval number including Variant ►

7. VEHICLE COMPLIANCE (Cont.)		Please tick/complete the appropriate boxes below ▼ (See note 7 in Guidance Notes)	
7c. Does the vehicle have an Individual Approval Certificate from another EU country? <i>If 'YES' please enclose a copy.</i>	YES	<input type="checkbox"/>	NO <input type="checkbox"/>
7d (i). Has the vehicle been Type Approved to the requirements of Directive 2001/85/EC? <i>If 'YES' please enclose a copy of the Type Approval Certificate.</i>	YES	<input type="checkbox"/>	NO <input type="checkbox"/>
(ii). Does the approval include the requirements of Annex VII 'Accessibility'?	YES	<input type="checkbox"/>	NO <input type="checkbox"/>
7e (i). Has the vehicle been Type Approved to the requirements of UNECE Reg. 107.02? <i>If 'YES' please enclose a copy of the Type Approval Certificate.</i>	YES	<input type="checkbox"/>	NO <input type="checkbox"/>
(ii). Does the approval include the requirements of Annex VIII 'Accessibility'?	YES	<input type="checkbox"/>	NO <input type="checkbox"/>
7f. If the answer to question 7d <u>and</u> 7e is 'NO' ▼			
(i) Is the vehicle to be assessed against an existing tilt report?	YES	<input type="checkbox"/>	NO <input type="checkbox"/>
If 'YES', is the vehicle of identical specification to that described on the nominated report?	YES	<input type="checkbox"/>	NO <input type="checkbox"/>
<i>If 'NO' see the IVA 1P Guidance Notes.</i>			
(ii) Has the vehicle structure been strength tested? (Class II and III only)	YES	<input type="checkbox"/>	NO <input type="checkbox"/>
(iii) Are the materials in the engine compartment either non-flammable or covered by impermeable material?	YES	<input type="checkbox"/>	NO <input type="checkbox"/>
(iv) Is a single fuse/circuit breaker used to protect <u>more than one</u> electrical circuit?	YES	<input type="checkbox"/>	NO <input type="checkbox"/>
<i>If 'YES', does it have a maximum rating of not more than 16 amps?</i>	YES	<input type="checkbox"/>	NO <input type="checkbox"/>
(v) Is the vehicle fitted with at least two internal lighting circuits?	YES	<input type="checkbox"/>	NO <input type="checkbox"/>
(vi) Is the vehicle fitted with two or more sliding doors?	YES	<input type="checkbox"/>	NO <input type="checkbox"/>
If 'YES' is one to be designated as an emergency door?	YES	<input type="checkbox"/>	NO <input type="checkbox"/>
If 'YES' has the vehicle been tested to the requirements of UNECE Regulation 33? (Class A and B only)	YES	<input type="checkbox"/>	NO <input type="checkbox"/>
(vii) Is the vehicle fitted with a retractable step?	YES	<input type="checkbox"/>	NO <input type="checkbox"/>
If 'YES' to 7f (vii), has a step deflection test been carried out in respect of each retractable step?	YES	<input type="checkbox"/>	NO <input type="checkbox"/>
If 'YES' to 7f (vii), is the step fitted to the vehicle to the manufacturer's instructions?	YES	<input type="checkbox"/>	NO <input type="checkbox"/>

7. VEHICLE COMPLIANCE (Cont.)		Please tick/complete the appropriate boxes below ▼ (See note 7 in Guidance Notes)	
7f. If the answer to question 7d <u>and</u> 7e is 'NO' ▼			
(viii) Does the vehicle have a wheelchair position?	YES	<input type="checkbox"/>	NO <input type="checkbox"/>
If 'YES,' is a test report available for the backrest (rear facing wheelchair) or restraints confirming compliance with the technical requirements of Regulation 107.2 or EC 2001/85?	YES	<input type="checkbox"/>	NO <input type="checkbox"/>
7g. Has the vehicle been modified since either being approved or completed to a known NSSTA or ECWVTA approval standard? If 'YES' please give details below. If 'NO' please explain why you require an IVA certificate ▼	YES	<input type="checkbox"/>	NO <input type="checkbox"/>
7h (i). Has the vehicle been fitted with any electronic equipment following approval? If 'YES' please state below what equipment is fitted ▼	YES	<input type="checkbox"/>	NO <input type="checkbox"/>
7h (ii). If 'YES' to 7h (i), is the equipment operational when the vehicle is being used on the road?	YES	<input type="checkbox"/>	NO <input type="checkbox"/>
If 'YES' to 7h (ii), is the equipment approved and displaying a manufacturer's 'e', 'E' or 'CE' approval marking?	YES	<input type="checkbox"/>	NO <input type="checkbox"/>
7j. Is the vehicle fitted with a Combustion Heater?	YES	<input type="checkbox"/>	NO <input type="checkbox"/>
If 'YES' is the equipment approved and displaying a manufacturer's 'e' or 'E' approval marking?	YES	<input type="checkbox"/>	NO <input type="checkbox"/>
7k. Is the vehicle fitted with AEBS?	YES	<input type="checkbox"/>	NO <input type="checkbox"/>
If 'NO', is the vehicle considered exempt?	YES	<input type="checkbox"/>	NO <input type="checkbox"/>
If 'YES', please state below why it is exempt ▼			
7m. Is the vehicle fitted with LDWS?	YES	<input type="checkbox"/>	NO <input type="checkbox"/>
If 'NO', is the vehicle considered exempt?	YES	<input type="checkbox"/>	NO <input type="checkbox"/>
If 'YES', please state below why it is exempt ▼			

7. VEHICLE COMPLIANCE (Cont.) Please tick/complete the appropriate boxes below ▼ (See note 7 in Guidance Notes)

7n. Has the vehicle had a 'One-off' test? YES ☐ NO ☐

If 'YES' please give the Test Report Number ►

7p. Is the vehicle a precedent vehicle used to create a Model Report? YES ☐ NO ☐

If 'YES' please give the Model Report Number ►

7q. Is the vehicle to be assessed against an existing Model Report? YES ☐ NO ☐

(i) If 'YES' please write the Model Report Number here ►

(ii) Is the Model Report required to confirm brake compliance at a specified design weight? YES ☐ NO ☐

If yes and the vehicle is fitted with hydraulic foundation brakes it may need to be examined at a non DVSA site. Please check with the report owner or DVSA approvals team and if this is required in addition submit form [IVA9*](#) on the Technical Application System.

(*Application form for a Model Report / Tilt examination at a non DVSA site).

7r (i). Is this application being made by the original vehicle chassis or body manufacturer? YES ☐ NO ☐

7r (ii). Is this application supported by a letter of compliance in respect of all the 'chassis' related items listed in Annex A Section I from the chassis manufacturer? YES ☐ NO ☐

7r (iii). Is this application supported by a letter of compliance in respect of all the 'body' related items listed in Annex A Section I from the body manufacturer? YES ☐ NO ☐

Note 1 : If the answer to 7r (i), 7r (ii) and 7r (iii) is 'YES' then you do not need to complete ANNEX A.

Note 2 : If the application is being made by the original vehicle chassis or body manufacturer and is supported by chassis specific evidence of compliance listing all the mandatory Directive items listed in ANNEX A SECTION 1, then you do not need to complete Annex A. Approval / Test Reports do not need to be submitted with the application but must be available if requested by the Testing Authority. If you are not the original vehicle chassis or body manufacturer e.g. body converter or importer etc., you are required to complete ANNEX A.

SECTION C – EXAMINATION REQUIREMENTS

The conditions that apply at the time of examination are listed in the application appointment letter you will receive after your application has been processed.

PLEASE CONTINUE TO SECTION D – DATA PROTECTION, DECLARATION & SIGNATURE



SECTION D - DATA PROTECTION, DECLARATION AND SIGNATURE

DATA PROTECTION – We collect, use and store your personal data so that we can process your IVA 1P application.

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

DECLARATION

I confirm that, to the best of my knowledge, all statements in this application are true.

I have read and understand the IVA Cancellation and Amendment Policy.

Signature :	<input type="text"/>	Date :	<input type="text"/>
Print Full Name :	<input type="text"/>		

PLEASE CONTINUE TO ANNEX A

ANNEX A

This application is required to be supported by evidence of Directive compliance in respect of the items listed in Section I. Please list the reference number of the document that provides the evidence required and provide the following :

- **full copies of any manufacturer's letter of compliance, or**
- **full copies of any test report or**
- **the first few pages of any approval sufficient to identify approval number and vehicle specific details.**

In the case of an existing Model Report not owned by the applicant, a letter of authorisation to use the Model Report will be required. As an alternative to compliance with the listed Directives, evidence of compliance with the comparable ECE Regulations will be acceptable.

Note : For assessment purposes, an authorised copy of the evidence of compliance will be acceptable in most cases.

**PLEASE NOTE : YOU MUST PRODUCE THE ORIGINALS AT THE TIME OF TEST
OR EVIDENCE THAT THE INFORMATION ORIGINATED FROM THE MANUFACTURER**

SECTION 1 - MANDATORY EVIDENCE OF DIRECTIVE COMPLIANCE REQUIRED

Item No.	Subject	Directive Requirement	Test Report, Model Report or Approval Number or Statement Demonstrating Compliance
1	Noise	70/157/EEC to 1999/101EC or ECE 51.02	
2 LIGHT DUTY	Emissions (Light Duty) (M2 only) Date of Manufacture 1 st January 2006 onwards	70/220/EEC to 2003/76 Row B or ECE 83.05 (Euro 4)	
	Emissions (Light Duty) (M2 only) Date of Manufacture 1 st September 2012 onwards	EC 715/2007 Annex 1, Table 1 (Euro 5)	
	Emissions (Light Duty) (M2 only) Date of Manufacture 1 st September 2016 onwards	EC 715/2007 Annex 1, Table 2 (Euro 6)	
	Emissions (Light Duty) (M2 Only) Date of Manufacture 1 st March 2020 onwards	Regulation (EU) 2017/1151 (WLTP)	
2 HEAVY DUTY	Emissions (Heavy Duty) Date of Manufacture 1 st October 2006 onwards	88/77/EEC to 1999/96/EC Row B1 or ECE 49.04 B1 (Euro 4)	
	Emissions (Heavy Duty) Date of Manufacture 1 st October 2009 onwards	88/77/EEC to 2001/27/EC Row B2 or ECE 49.04 B2 (Euro 5)	
	Emissions (Heavy Duty) Date of Manufacture 1 st September 2018 onwards	EC 595/2009 Annex 1 (Euro 6)	

SECTION 1 - MANDATORY EVIDENCE OF DIRECTIVE COMPLIANCE REQUIRED

Item No.	Subject	Directive Requirement	Test Report, Model Report or Approval Number or Statement Demonstrating Compliance
3A	Fuel Tanks	PETROLEUM FUELS 70/221/EEC to 2006/20/EC or ECE 34.02 LPG ECE 67.01 or Retrofit ECE 115.00 or installation cert. CNG & LNG ECE 110.00 or Retrofit ECE 115.00 or installation cert. HYDROGEN EC 79/2009 or ECE Regulation 134	
3B	Rear Protective Devices (Under-run) *See Guidance Notes	70/221/EEC to 2006/20/EC or ECE 58.01	
5	Steering Effort	70/311/EEC to 1999/07/EC or ECE 79.01	
9	Braking	71/320/EEC to 98/12/EC or ECE 13.08	
10	EMC (Base vehicle only)	72/245/EEC to 2006/28/EC or ECE 10.02	
13	Anti-Theft *See Guidance Notes	74/61/EEC to 95/56/EC or ECE 18.02 & 97.00 or ECE 116.00	
15	Seat Strength – Base Vehicle	74/408/EEC to 2005/39/EC	
	Seat Strength – <i>Conversion (2nd Stage) -</i> <i>Where a belt is not integrated</i> <i>with the seat.</i>	74/408/EEC to 2005/39/EC or ECE 17.07 or ECE 80.01	
19	Seat Belt Anchorages – <i>Base Vehicle</i> <i>All vehicles where belts are</i> <i>fitted (see notes).</i>	76/115/EEC to 2005/41/EC or ECE 14.05	
	Seat Belt Anchorages – <i>Conversion (2nd Stage) - All</i> <i>vehicles where belts are fitted</i> <i>(see notes).</i>	76/115/EEC to 2005/41/EC or ECE 14.05	

SECTION 1 - MANDATORY EVIDENCE OF DIRECTIVE COMPLIANCE REQUIRED

Item No.	Subject	Directive Requirement	Test Report, Model Report or Approval Number or Statement Demonstrating Compliance
52	Buses & Coaches	2001/85/EC or ECE Reg.107.02	
Alternative to Item 52 above – please supply the following information if applicable ▼			
52 A	Stability (Tilt) Test (not Class B with less than 17 seats)	ECE Reg.107.02	
52 A (Option)	Stability (single deck only)	ECE Reg.13.11	
52 B	Structural Strength (Class II and III Single Deck only)	ECE Reg.66	
52 J	Sliding Emergency Door (Class A and B only)	ECE Reg.33	
52 Z	Wheelchair Restraints	2001/85/EC or ECE Reg.107.02	
65	Advanced Emergency Braking System (AEBS) 1st September 2018 onwards	EU 347/2012 or ECE Reg. 131	
66	Lane Departure Warning System (LDWS) 1st September 2018 onwards	EU 351/2012 or ECE Reg. 130	
69	Electrical Safety (Vehicle powered by electric only)	ECE 100.01	

SECTION 2 - EVIDENCE OF DIRECTIVE COMPLIANCE (OPTIONAL) (May be assessed by visual inspection)

Item No.	Subject	Directive Requirement	Test Report, Model Report or Approval Number or Statement Demonstrating Compliance
4	Rear Registration Plate Space	70/222/EEC	
7	Audible Warning	70/388/EEC to 87/354/EEC or ECE Reg. 28.00	
8	Indirect Vision	2003/97/EC or ECE Reg. 46.02	
17	Speedometer and Reverse Gear	75/443/EEC to 97/39/EC or ECE Reg. 39.00	

SECTION 2 - EVIDENCE OF DIRECTIVE COMPLIANCE (OPTIONAL)
 (May be assessed by visual inspection)

Item No.	Subject	Directive Requirement	Test Report, Model Report or Approval Number or Statement Demonstrating Compliance
18	Statutory Plates	76/114/EEC to 78/507/EEC	
20	Installation of Lights	UNECE Reg. 48.03	
21	Retro Reflectors	76/57/EEC to 97/29/EC or ECE Reg. 3.02	
22	End Outline, Position, Stop and Side Marker Lamps	76/758/EEC to 97/30/EC or ECE Reg. 7.02 / 87.00 / 91.00	
23	Direction Indicators	76/759/EEC to 99/15/EC or ECE Reg. 6.01	
24	Rear Registration Lamps	76/760/EEC to 97/31/EC or ECE Reg. 4.00	
25	Headlamps	76/761/EEC to 99/17/EC or ECE Reg. 1.01 / 5.02 / 8.04 / 20.02 / 31.02 / 98.00 / 112.00 / 123.00	
26	Front Fog Lamps	76/762/EEC to 98/18/EC or ECE Reg. 19.02	
27	Towing Hooks	77/389/EEC to 96/64/EC	
28	Rear Fog Lamps	77/538/EEC to 99/14/EC or ECE Reg. 38.00	
29	Reversing Lamps	77/539/EEC to 97/32/EC or ECE Reg. 23.00	
30	Parking Lamps	77/570/EEC to 99/16/EC or ECE Reg. 77.00	
31	Seat Belts	77/541/EEC to 2005/40/EC or ECE Reg. 16.04	
33	Identification of Controls	78/316/EEC to 97/53/EC or ECE Reg. 121.00	
34	Defrost/Demist	Visual Inspection	
35	Wash/Wipe	Visual Inspection	
36	Heating System (if fitted) *See Guidance Notes	2001/56/EC to 2006/119/EC or ECE Reg. 122.00	

SECTION 2 - EVIDENCE OF DIRECTIVE COMPLIANCE (OPTIONAL)
 (May be assessed by visual inspection)

Item No.	Subject	Directive Requirement	Test Report, Model Report or Approval Number or Statement Demonstrating Compliance
45	Safety Glass	UNECE Reg. 43.00	
46	Tyres	92/23/EEC to 2005/11/EEC or ECE Reg. 30.02 / 54.00 / 64.01 / 117.01	
47	Speed Limiters	92/24/EC to 2004/11/EC or ECE Reg. 89.00	
48	Masses and Dimensions	97/27/EC to 2003/19/EC or ECE Reg. 107.02	
50	Couplings	94/20/EC or ECE Reg. 55.01	
51	Flammability (Class III only)	95/28/EC or ECE Reg. 118.00	

PLEASE NOW COMPLETE SECTION E - PAYMENT DETAILS

SECTION E – PAYMENT OPTIONS & DETAILS – POSTAL APPLICATIONS ONLY

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

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

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

IVA Refund Policy - Please refer to the [IVA 1P Guidance Notes](#) (Section E) for further details.

8a. How are you paying the fee required for this application? *(Please tick one box)*

Cheque / Postal Order ☐ *Payable to 'Driver and Vehicle Standards Agency' or 'DVSA' (only with postal applications).*

Credit / Debit Card ☐ *Payment to be made once application is received.*

DVSA Pre-Funded Customer Account ☐ **Account 'C' No. :**

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

£ .

8b. Signature details : Please sign and print your name if you the **DVSA customer account** delegate.

Signature :

Date :

Print Full Name :

ON COMPLETION

Use the service to [Apply for Individual Vehicle Approval \(IVA\)](#) to send your **fully completed** application form to the Driver and Vehicle Standards Agency (DVSA).

For further information, please email :

enquiries@dvsa.gov.uk

or telephone :

DVSA Customer Contact Centre - 0300 123 9000