

REGISTRATION PROCEDURE

One of the advantages of building the car from a kit is that by obtaining a 'Q' registration number, you not only avoid paying Car Tax, but also avoid the normal ageing of a traditional plate.

To be eligible for a current prefix it will be necessary to have constructed the car from all new parts, i.e. no second hand or reconditioned items, thereby qualifying for a Certificate of Newness from Caterham Cars. Before the car can be registered Car Tax will have to be paid and and you should contact your local Customs and Excise office with VAT receipts so that this can be assessed. They will give you a certificate of tax paid which will enable you to get the car registered as new.

The procedure for registering a car on a 'Q' plate is straightforward and as long as the car contains some used components Car Tax assessed at approximately 10% is avoided. The following steps should be followed:

1. Obtain the form V55/5 from your nearest vehicle licensing office.
2. Arrange for an insurance cover note specifying just the chassis number of your vehicle. Please note that Caterham Cars have a concessionary insurance scheme which should help you to get competitively priced cover.

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3. Take the vehicle to the nearest approved MOT testing station and obtain a pass certificate. The law states that, providing the vehicle is covered by Third Party Insurance, it can legally be driven to and from the nearest testing station for the purpose of obtaining this certificate as long as a prior appointment has been made. If you are worried by this, either deliver the car yourself on a trailer or ask for the MOT station to collect your car on trade plates.
4. Present yourself at the vehicle licensing centre - not your local post office - with the following information:
 - a) Completed form V55/5
 - b) MOT pass certificate under your chassis number
 - c) Certificate of Insurance
 - d) Bills for all the parts bought showing that VAT has been paid on all new items. Receipts for second hand parts should also be produced and in particular for the engine, gearbox and rear axle.
 - e) Your cheque (or cash) for the road tax.
5. Subject to the above being satisfactory, the licensing office will probably arrange for your vehicle to be inspected before a registration can be issued. There may be a delay before the local inspector can visit you, but to speed up the process, it may sometimes be possible to take the car to the local inspection site on a trailer.

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6. Assuming the inspection proves satisfactory - and on a new Caterham it is unlikely to be otherwise - the authority is given for your registration to be issued. Your tax disk can then be collected from the licensing office.

Generally this inspection is to prove the existence and correct identity (engine and chassis numbers) of your vehicle, not a safety or Construction and Use check.

7. All that remains is to order a set of number plates and notify your insurance company of the registration.

Again, if you have any difficulties, please do not hesitate to contact Caterham Cars and we will do our best to help.