



MOTORPOINT

Car buying made easy

Information for Customers with Cherished Number Plates

If you are part exchanging a vehicle with us that currently has a cherished registration it will need to be retained as soon as possible to remove it from the vehicle. Details below explain how to retain the registration allowing you to assign it to another vehicle at a later date.

Please note the private plate cannot be assigned to your new vehicle until you have received a V5C from the DVLA for it in your name. Do not attempt the transfer otherwise.

You can apply to retain your plate either online or by post at a cost of £80.

To retain your cherished number plate you will need the current V5C document and the vehicle must meet the following criteria.

Be registered with the DVLA in the UK

Be a vehicle type that needs an MOT

It must have been taxed or had a SORN in place continuously for the past 5 years

Retain your Number Plate

The quickest way to retain your cherished plate is online using the link below. Please note the online service should only be used if the vehicle is registered to you at your current address. If this is not the case a postal application must be made.

The online service is available daily from 7am to 7pm.

<https://www.personalisedvehicleregistration.service.gov.uk/retain/vehicle-lookup>

Follow the instructions on the screen entering the information as requested. You will be prompted for the V5C document reference number; this can be found as per the example below.



If the online transaction is successful the cherished number will be removed immediately.

Please be aware the GOV.UK website advises that the physical number plates must be changed to the age related registration and your insurance company advised before the vehicle is driven.

If the online transaction is rejected there is an option to talk to a DVLA agent using the Web chat option shown below. They will advise on the next best course of action. Alternatively you can call the DVLA on 0300123 1350.

Should it be necessary for you to complete a postal application due to the online transaction rejecting or your name and address details not being current on your V5C full instructions can be found via the following link. This includes a downloadable application form:-

<https://www.gov.uk/personalised-vehicle-registration-numbers/take-private-number-off>

Whichever type of retention process you use a new V5C will be sent to you from the DVLA showing the age related registration. In a few cases this can take up to six weeks. An online application is far quicker and you should normally receive the V5C within 5 to 10 days.

You will also receive a V778 certificate from the DVLA showing your cherished number plate on retention. This is valid for 10 years.

If you don't have the new V5C in time for the collection of your new car we will require a **£250 deposit** and proof ownership (such as original bill of sale or old copy of the V5 with matching address) until it is returned to us. Please note: If your replacement V5C is not returned to us within **7 weeks** of your collection date you may forfeit the right to your deposit refund.

Please **return the V5C** in the pre-paid envelope to;

Registrations

Champion House

Stephenson Way

Wyvern Business Park

Derby

DE21 6LY

Assign Number Plate to New Vehicle

Once you have received both the V778 and V5C certificates for your new car you can apply to transfer the plate online using the following GOV.UK website. Full instructions are given on the screen.

<https://www.gov.uk/personalised-vehicle-registration-numbers/keep-or-assign>

Should you no longer want your cherished number plate please advise your Customer Service Representative on collection who will arrange for you to sign to the necessary form relinquishing your rights to it.