

DO NOT WRITE OR STAPLE
IN THIS SPACE

PLEASE TYPE OR PRINT - PRESS HARD - SELLER RETAIN SELLER'S COPY

Insurance Corporation
of British Columbia



Motor Vehicle Act
Commercial Transport Act
Social Service Tax Act
Motor Vehicle (All Terrain) Act
Motor Dealer Act

TRANSFER/TAX FORM (in support of an application for
initial vehicle registration or transfer of vehicle ownership)

THIS FORM MUST BE FULLY COMPLETED AND PRESENTED WITH IDENTIFICATION WITHIN TEN DAYS

WARNING: TO PURCHASER AND SELLER - PLEASE READ

By our signatures we declare and acknowledge that: (a) the information provided by each of us in this form is true and correct to the best of our knowledge and belief, (b) this form is not valid if the information shown is inconsistent, changed or altered, (c) any false information regarding the purchase price and trade-in (if applicable) or tax payable may result in a penalty of 25% of the tax due being levied, a fine of up to \$10,000 and/or imprisonment for up to 2 years, and (d) the Consumer Taxation Branch may require either of us to provide evidence to confirm any or all of the purchase price, trade in (if applicable), tax payable or claimed exemption.

SELLER TO COMPLETE
REGISTRATION NO., BASIC BODY COLOUR, FUEL TYPE CODE, MODEL YR., MAKE, MODEL, BODY STYLE, VEHICLE IDENTIFICATION (SERIAL) NO., SEATING CAPACITY, NET WEIGHT (kg), GROSS WEIGHT (kg), DISP (CC), VEHICLE STATUS, FLOOD Y or N
PREVIOUS VEHICLE HISTORY
HAS VEHICLE EVER BEEN USED FOR ANY OF THE FOLLOWING: RENTAL, LEASE, EMERGENCY OR POLICE, TAXI, NONE OF THESE
HAS VEHICLE BEEN PREVIOUSLY REGISTERED OUTSIDE OF BC: NO, YES
PREVIOUS VEHICLE DAMAGE: NEW VEHICLE WHERE DAMAGE EXCEEDS 20% OF PURCHASE PRICE, NO, YES
HAS VEHICLE SUSTAINED DAMAGE IN ANY ONE INCIDENT: USED VEHICLE DAMAGE EXCEEDS \$10,000, NO, YES
DOES VEHICLE HAVE A CURRENT/CONDITIONAL AIRCARE PASS: NO, YES
SELLER'S NAME, REGISTERED COMPANY NAME(S) OR SURNAME(S) OF SELLER(S) FOLLOWED BY ALL GIVEN NAMES (NO INITIALS)
SELLER'S BC DRIVER'S LIC. NO., Odometer Reading - Complete in Full, ODOMETER READING, KM, MILES, METER, EXCEEDS 100,000, DAY, MONTH, YEAR
Seller's certification: I/we certify that I/we are the registered owner(s) of the vehicle described hereon and we are authorized to dispose of same, and the information set out hereon is true.
RESIDENTIAL ADDRESS OF SELLER, PROVINCE, POSTAL CODE, SELLER(S)

PURCHASER TO COMPLETE
Social Service Tax Return
- is an exemption from social service tax payable on the purchase price of the vehicle? No Yes
- is the stated purchase price above the market value of the vehicle? No Yes
- is the stated trade-in value above the market value of the vehicle? No Yes
Except for D (dismantle) Vehicle Status, if the purchase price is below market value or the trade-in value is above market value, the purchaser may be required to provide supporting documentation to the Autoplan agent. Retain all documents supporting the tax payable or claimed exemption for 10 years.
LESS TRADE (IF APPLICABLE)
YEAR, MAKE, BODY STYLE, VIN (SERIAL) NO.
If this return includes a claim for purchaser(s) for exemption from Social Service Tax and that claim is disallowed by the Commissioner of Social Service Tax, then the Purchaser(s) will be billed for the tax due.
Comments
Tax Calculation
OTHER THAN DEALERS: COMPLETE THIS SECTION ONLY WHEN TAX IS PAYABLE OR HAS BEEN PAID TO ANYONE OTHER THAN A DEALER
DEALERS ONLY: COMPLETE DEALER NUMBER BELOW WHEN TAX IS COLLECTED. THIS NUMBER SHOULD NOT BE A SOCIAL SERVICE TAX VENDOR NUMBER
PURCHASE PRICE, LESS TRADE (IF APPLICABLE), NET PURCHASE PRICE, TAX PAYABLE
CTB AUTHORIZING STAMP (WHERE REQUIRED)
(ALL COPIES)

PURCHASER'S NAME, REGISTERED COMPANY NAME(S) OR SURNAME(S) OF PURCHASER(S) FOLLOWED BY ALL GIVEN NAMES (NO INITIALS)
PURCHASER'S BC DRIVER'S LIC. NO., PURCHASER'S BC DRIVER'S LIC. NO.
RESIDENTIAL ADDRESS OF PURCHASER IN FULL, PROVINCE, POSTAL CODE
I/we the purchaser(s) being of the full age of 18 Years of age or having obtained parents' consent hereby apply to the Insurance Corporation of British Columbia for vehicle registration or transfer of registered ownership of the vehicle described hereon and by signature(s) hereof, I/we declare that the information included hereon is true.
Vehicle Registration (APV250) must accompany this document (for licensed dealers an APV250 or APV9 is acceptable)
SIGNATURE OF PURCHASER(S), (PRINT NAME AND TITLE IF OTHER THAN AN INDIVIDUAL)
SIGNATURE OF PURCHASER(S), (PRINT NAME AND TITLE IF OTHER THAN AN INDIVIDUAL)

CONSENT OF PARENT OR LEGAL GUARDIAN FOR APPLICANT UNDER 18 YEARS OF AGE
I, _____, PRINT NAME OF PARENT OR LEGAL GUARDIAN, _____, PRINT ADDRESS IN FULL, _____, SIGNATURE OF PARENT OR LEGAL GUARDIAN
consent to the registration and licencing in the name of the applicant(s), of the vehicle described hereon.

AUTOPLAN AGENT TO COMPLETE
For all new registrations, and rebuilt or altered vehicles - Check applicable boxes
Vehicle Origin: New, Ubuilt, Salvage
Canadian Import: Canadian vehicle - previous jurisdiction
Foreign Import: P - may not be sold or disposed of in Canada at any time without authorization from Canada Border Service Agency, T - may not be sold on or before, N - not subject to a disposal restriction
Proof of ownership: Vehicle Registration, Certificate of Title/Certificate of Origin, Bill of Sale, Salvage Invoice, Broker Enquiry confirmed ownership
Physical Damage (except BC dealer with NVIS): Windshield, Body location, None visible
No. of plates surrendered
TYPE OF IDENTIFICATION, IDENTIFICATION NUMBER, TYPE OF IDENTIFICATION, IDENTIFICATION NUMBER, LEGAL ENTITY NUMBER (other than individual)
I have viewed the following identification for the purchaser (if other than an individual, please confirm legal entity status) and verified the "Autoplan Agent to complete" information.
SIGNATURE OF AGENT

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SELLER TO COMPLETE
REGISTRATION NO., BASIC BODY COLOUR, FUEL TYPE CODE, MODEL YR., MAKE, MODEL
BODY STYLE, VEHICLE IDENTIFICATION (SERIAL) NO., SEATING CAPACITY, NET WEIGHT (kg), GROSS WEIGHT (kg), DISP (CC), VEHICLE STATUS, FLOOD Y or N
PREVIOUS VEHICLE HISTORY
HAS VEHICLE EVER BEEN USED FOR ANY OF THE FOLLOWING: RENTAL, LEASE, EMERGENCY OR POLICE, TAXI, NONE OF THESE
PREVIOUS VEHICLE DAMAGE
NEW VEHICLE WHERE DAMAGE EXCEEDS 20% OF PURCHASE PRICE
HAS VEHICLE SUSTAINED DAMAGE IN ANY ONE INCIDENT
DOES VEHICLE HAVE A CURRENT/CONDITIONAL AIRCARE PASS
SELLER'S NAME
REGISTERED COMPANY NAME(S) OR SURNAME(S) OF SELLER(S) FOLLOWED BY ALL GIVEN NAMES (NO INITIALS)
SELLER'S BC DRIVER'S LIC. NO.
SELLER'S BC DRIVER'S LIC. NO.
Odometer Reading - Complete in Full
ODOMETER READING, KM, MILES, ODOMETER REPLACED/BROKEN, EXCEEDS 100,000
DATE OF SALE
DAY, MONTH, YEAR
Seller's certification: I/we certify that we are the registered owner(s) of the vehicle described hereon and we are entitled to dispose of same, and the information set out above is true.
SIGNATURE OF SELLER(S)
NAME AND TITLE IF OTHER THAN AN INDIVIDUAL
SIGNATURE OF SELLER(S)
NAME AND TITLE IF OTHER THAN AN INDIVIDUAL
RESIDENTIAL ADDRESS OF SELLER
PROVINCE, POSTAL CODE

PURCHASER TO COMPLETE
Social Service Tax Return
- is an exemption from social services tax being claimed? No Yes
- is the stated purchase price below market value? No Yes
- is the stated trade-in value more than market value? No Yes
Except for D (dismantle) Vehicle Status, if the answer is yes to any of the above questions, the purchaser must provide supporting documentation to the AutoPlan agent. Record Social Service Tax exemption reason in Comments section below or complete tax calculation. The purchaser must provide supporting documentation for the tax payable or claimed exemption for FIVE (5) years.
LESS TRADE (IF APPLICABLE)
YEAR, MAKE, MODEL, VIN, LIC. NO.
If this return includes a claim by the purchaser(s) for exemption from Social Service Tax and that claim is disallowed by the Commissioner of Social Service Tax, then the purchaser(s) will be billed for the tax due.
Comments
Tax Calculation
PURCHASER THAN DEALERS
COMPLETE THIS SECTION ONLY WHEN TAX IS PAYABLE OR HAS BEEN PAID TO ANYONE OTHER THAN A DEALER
DEALERS ONLY
COMPLETE DEALER NUMBER BELOW WHEN TAX IS COLLECTED. THIS NUMBER SHOULD NOT BE A SOCIAL SERVICE TAX VENDOR NUMBER
PURCHASE PRICE, LESS TRADE (IF APPLICABLE), NET PURCHASE PRICE, TAX PAYABLE
CTB AUTHORIZING STAMP (WHERE REQUIRED)
(ALL COPIES)

PURCHASER'S INFORMATION
REGISTERED COMPANY NAME(S) OR SURNAME(S) OF PURCHASER(S) FOLLOWED BY ALL GIVEN NAMES (NO INITIALS)
PURCHASER'S BC DRIVER'S LIC. NO.
PURCHASER'S BC DRIVER'S LIC. NO.
RESIDENTIAL ADDRESS OF PURCHASER IN FULL
PROVINCE, POSTAL CODE
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CONSENT OF PARENT OR LEGAL GUARDIAN FOR APPLICANT UNDER 18 YEARS OF AGE
I, _____
PRINT NAME OF PARENT OR LEGAL GUARDIAN
PRINT ADDRESS IN FULL
consent to the registration and licencing in the name of the applicant(s), of the vehicle described hereon.
SIGNATURE OF PARENT OR LEGAL GUARDIAN

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For all new registrations, and rebuilt or altered vehicles - Check applicable boxes
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Proof of ownership: Vehicle Registration, Certificate of Title/Certificate of Origin, Bill of Sale, Salvage Invoice, Broker Enquiry confirmed ownership
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No. of plates surrendered
TYPE OF IDENTIFICATION, IDENTIFICATION NUMBER, TYPE OF IDENTIFICATION, IDENTIFICATION NUMBER, LEGAL ENTITY NUMBER (other than individual)
I have viewed the following identification for the purchaser (if other than an individual, please confirm legal entity status) and verified the "AutoPlan Agent to complete" information.
SIGNATURE OF AGENT

COMPLETION OF TRANSFER/TAX FORM (APV9T)

- The purchaser is advised to check for liens and encumbrances with the Personal Property Registry, Victoria, BC before finalizing the sale.
- The seller completes the 'Seller' section of the form including information from the Vehicle Registration, and signs the Seller's Certification.
- The purchaser completes and signs the 'Purchaser' section.
- The seller retains the Seller copy of the form with the 'Seller' and 'Purchaser' sections completed.
- The purchaser must present the remaining copies of the Transfer/Tax Form (APV9T) and the Vehicle Registration (APV250 only, signed by the registered owner) to an Autoplan agent for registration within 10 days of sale.

Signatures - where the seller or purchaser is a registered company, the signatures required are of signing officer(s) with official title(s) with the company.
Note: Seller's and Purchaser's areas require registered company names or printed surnames, followed by given names - no initials. Full residential address including postal code must be shown. Business names not registered with the Corporate Registry, Victoria, BC may not be used.

SOCIAL SERVICE TAX:

New and Used Vehicles sold by a BC Registered Dealer - Tax will be collected and accounted for by the dealer.

Private Sales by Individuals - Tax is paid on the net purchase price at the time of transfer of registration.

If the Autoplan agent determines that the purchase price is below current market value or that a trade-in vehicle is more than the current market value or if an exemption from social service tax is being claimed, the purchaser may be required to provide supporting documentation to the Autoplan agent. The purchaser must keep this documentation for FIVE (5) years. The Consumer Taxation Branch may require either the purchaser or seller to provide evidence to confirm any or all of the purchase price, trade-in (if applicable), tax payable or claimed exemption.

If a trade-in is applicable, the description must be shown in the appropriate area, along with the trade-in value. If the trade-in value is lower than the purchased vehicle value, tax is payable on the difference.

NEW VEHICLE REGISTRATIONS - TWO VINs ON NEW VEHICLE INFORMATION STATEMENT

The year, make and vehicle identification numbers recorded on the NVIS will be entered on the Transfer/Tax Form as follows:

School Bus - Year and Make: Always record year and make of secondary manufacturer on the first line of the Transfer/Tax document. Record the year and make of the primary manufacturer on the third line of the Transfer/Tax document, circling the word "Frame".

VIN: Record the secondary manufacturer's VIN on the second line of the Transfer/Tax document only if the VIN is 17 digits long, otherwise record the primary manufacturer's VIN. Record the alternate VIN on the third line of the Transfer/Tax document and circle "Frame" or "Body".

Motor Home Class A: Follow **Year and Make** and **VIN** instructions for school bus.

Motor Home Class C: **Year and Make:** Record year, make of secondary manufacturer on the first line of the Transfer/Tax document. Record year and make of primary manufacturer on the third line of the Transfer/Tax document, circling the word "Body".

SUBSTITUTE VEHICLE:

An owner of a BC licenced and insured vehicle may transfer the number plates to a newly purchased BC vehicle and operate the vehicle for a maximum period of ten days from the date the vehicle has been purchased if:

1. the newly purchased vehicle is the same type (eg. passenger vehicle replaced by passenger vehicle) and corresponding number plates are compatible;
2. the newly purchased vehicle is a BC registered vehicle or is a new vehicle purchased from a BC registered dealer;
3. title or interest in the original vehicle has been transferred;
4. during the ten day period before the agent has validated the necessary forms, the operator shall carry and produce to a Peace Officer upon request,
 - a. the necessary licenced and signed Transfer/Tax Form (APV9T)
 - b. a **Certificate of Insurance and Vehicle Licence** valid for the transferred original vehicle
 - c. **Previous Owner's Certificate of Registration** for the new vehicle, or a signed and dated Bill of Sale if brand new vehicle purchased from a BC Registered Dealer
5. If the plates are not compatible or the title to or the interest in the original vehicle has not been transferred, the necessary forms must be completed by an agent and new plates issued **before the new vehicle can be operated on a highway** and until that form is completed and new plates issued, no insurance is in force on the new vehicle.

To have the newly purchased vehicle registered in the name of the holder of the licence, the application for transfer of registered ownership must be presented to an agent within ten days of purchase, along with the documents mentioned in paragraph 4.

VEHICLES BROUGHT INTO BRITISH COLUMBIA FROM ANOTHER JURISDICTION:

Passenger vehicles, including small pickup trucks, motorcycles and trailers used for personal/pleasure use, must be registered by the owner within 30 days of entering the province. Cars, motor homes, vans and small trucks with a net weight of 3,500 kgs or less that have been previously registered, titled or licenced in another jurisdiction must pass a certified safety inspection before they can be registered and licenced in BC.

Commercial vehicles (except for commercial trailers) used for commercial purposes must be registered immediately. Commercial trailers that are licenced in compliance with their home jurisdiction may be operated on a BC highway.

All vehicles imported by the owner into BC must be taken to an Autoplan agent by the owner, where the ownership, description of the vehicle, body style, vehicle identification number and odometer reading will be verified. Social Service Tax is payable unless the owner qualifies under the settlers' effects exemption contained in the Social Service Tax Regulations

Present Vehicle Registration, Certificate of Title and plates - **must be surrendered**. Owner(s) of a vehicle from another country must also produce a Vehicle Import Form - Form 1 and **surrender it at the time of registration**.

FUEL TYPE CODES	Code	Fuel Type	Code	Fuel Type	Code	Fuel Type	Code	Fuel Type
	A	Alcohol	F	Diesel - Butane	N	Natural Gas	T	Diesel - Propane
	B	Butane	G	Gasoline	P	Propane	U	Gasoline - Natural Gas
	D	Diesel	H	Gasoline - Alcohol	R	Diesel - Natural Gas	W	Gasoline - Propane
	E	Electric	L	Gasoline - Electric	S	Propane - Natural Gas	Y	Hydrogen
							Z	Multi-Fuel

PRIVACY NOTICE:

The personal information on this form is collected: (a) by ICBC for the purpose of considering the application by seller and purchaser of the initial vehicle registration or transfer of vehicle ownership and is authorized by the *Motor Vehicle Act*, the regulations thereunder and certain other related legislation, and (b) by the Ministry of Small Business and Revenue ("Ministry") for the purpose of administering the *Social Service Tax Act* and the regulations thereunder. Each of ICBC and the Ministry may use and disclose this information in accordance with the provisions of Part 3 of the *Freedom of Information and Protection of Privacy Act*. Questions about the collection or use of this information can be directed to: (a) for ICBC, to the Manager, Information and Privacy, by phone 604-661-2800 or to this address: ICBC, PO Box 5050 Station Terminal, Vancouver BC V6B 4T4; (b) for the Ministry, to the Information and Privacy Analyst, Ministry of Small Business and Revenue, by phone in Victoria at 250-953-3671, or in Vancouver at 604-660-2421, elsewhere in BC at 1-800-663-7867 and ask to be re-directed, or to this address: PO Box 9432, Stn Prov Govt, Victoria, BC V8W 9N6.