



NOTIFICATION OF TRANSMISSION OR SALE OF THE VEHICLE

IMPORTANT: Before applying for a change in ownership of the vehicle you will need to:

- **Cancel** any restriction on the vehicle use that might be recorded in the Registry of Personal Property, unless the Finance Company gives its express consent.
- **Pay** the sanctions imposed by traffic infringements recorded in the Registry of Vehicles.
- **Pay the Circulation Tax** corresponding to the previous year.
- **Please note** you must **book an appointment** to conduct any formalities at any Provincial Traffic Department.

■ **Official application form.** (*Available on www.dgt.es*)

■ **Fee** of €8.50. (Payment in cash is not accepted).

■ **Identification of the applicant:**

- Natural persons: official document accrediting his/her identity and address (ID card, Spanish driving licence, residence card, Passport plus the Foreigner Identification Number).
- Legal persons: tax identification card of the company accrediting the representation and identity of the person who signs the application (*Available on www.dgt.es*)
- Minors or disabled persons: data and signature of the father, mother or guardian, his/her ID card and document accrediting their relationship.

■ **Document proof of transmission** including the ID card, the tax identification number or Foreigner Identification Number of the purchaser (contract, invoice in the event of legal persons, receipt, etc.)

■ **Registration certificate.**

■ **In addition to the previous documents:**

- **Agricultural vehicles:** document proving its deregistration in the Official Register of Agricultural Machinery of the Autonomous Community, unless they have been registered online in the DGT Register of Vehicles.
- Proof of payment /exemption of the **Special Tax on Certain Means of Transport**, in those cases in which the change in ownership of driving school vehicles, rental vehicles without a driver, change in residence that were exempted from payment at the moment of registration, is carried out within the time limits laid down in law.

NOTE: If the vehicle is transferred to a car dealer, the notification of transmission involves the vehicle being **temporarily deregistered**.

*If the vehicle is transferred to an individual, the **change in ownership shall be noted down** but the registration certificate shall not be issued.*

NOTE: If the holder does not submit the documents, it will be necessary to also submit a written authorization signed by him/her, together with his/her original ID card, specifying that this representation is free of charge (model available on www.dgt.es).

If any of the data required above cannot be clearly proven, additional documentation could be requested.

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