



IVA 1C

FOR OFFICIAL USE

Fee rec'd £ ____ Int ____ cash/PO/debit/cred. card

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TC Instruction _____

THIS FORM IS FOR NORTHERN IRELAND IVA APPLICATIONS ONLY**APPLICATION FOR INDIVIDUAL VEHICLE APPROVAL (IVA)****Passenger cars having no more than 8 seats in addition to the driver's – M1****The Road Vehicles (Approval) Regulations 2020**

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

Please do not submit the Guidance Notes with the application

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

1b. APPLICANT AND OWNER DETAILS*(See Note 1 in Guidance Notes)*

APPLICANT		OWNER (if different from applicant)	
Name		Name	
Address		Address	
Postcode		Postcode	
Tel. No.		Tel. No.	
Email		Email	

2. Appointment Details**Please tick/complete the appropriate boxes below ▼***(See Note 2 in Guidance Notes)*

PLEASE NOTE: DATE, TIME AND LOCATION OF YOUR IVA TEST WILL BE ALLOCATED BY THE IVA SECTION, LISBURN AND NOT YOUR APPOINTED TEST CENTRE

2a. When will the vehicle be available for test? Date:

Preferred Appointment

Date:

AM/PM

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3. VIN / REGISTRATION MARK & VEHICLE TEST CLASS DETAILS**Please tick/complete the appropriate boxes below ▼***(See Note 3 in Guidance Notes)***3a (i). Vehicle Identification (Chassis) Number (VIN) :**

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3. VIN / REGISTRATION MARK & VEHICLE TEST CLASS DETAILS

Please tick/complete the appropriate boxes below ▼

(See Note 3 in Guidance Notes)

3b. Position of stamped VIN on vehicle :

3c. Please provide the vehicle class you require the vehicle to be tested to.

You must tick all of the boxes that are applicable to your vehicle.

Please refer to the [IVA 1C Guidance Notes](#) for detailed descriptions of the classes listed below and any relevant supporting documents that must be sent with your application.

N ☐ Left Hand Drive

P ☐ Personal Import

A ☐ Amateur Built

S ☐ Rebuilt Vehicle

C ☐ A vehicle built by a person in the business of building vehicles, using parts of a vehicle registered in the UK.

L ☐ A vehicle manufactured in very low volume

T ☐ Armoured Vehicle

E ☐ European Approved to the IVA standard of a Member State

M ☐ Hearse, Motor Ambulance or Motor Caravan **not more than** 3500kg GVW

M ☐ Hearse, Motor Ambulance or Motor Caravan **more than** 3500kg GVW

R ☐ A vehicle not meeting any other category and therefore requiring a Normal IVA

In addition to being one of the above classes, is the vehicle a **W** ☐
Wheelchair Accessible Vehicle (WAV)?

3d. If your vehicle is to be tested as 'L' class (very low volume) :

(i) Was any part assembled by a person not carrying on a business in which motor vehicles are normally constructed or assembled (e.g. an amateur builder)? YES ☐ NO ☐

(ii) Was the vehicle assembled using an engine and other major parts* (which maybe re-conditioned/re-manufactured) that were previously used in a registered vehicle? (*See Notes for 'Class C') YES ☐ NO ☐

4. VEHICLE DETAILS

Please tick/complete the appropriate boxes below ▼

(See Note 4 in Guidance Notes)

4a. Vehicle make and full model description :

4b. What is the date of manufacture?

Month

Year

4c. Has the vehicle been previously registered?

(In any country including the UK)

YES ☐ NO ☐

If 'YES' please confirm the date of first registration ► (dd/mm/yyyy)

4d. Has the vehicle been imported into the UK other than by the manufacturer?

YES ☐ NO ☐

If 'YES', from which country and when*?

(*Only confirm **date** if applying as a **Personal Import**)

Date :

4e. When presented, will the vehicle be a goods vehicle requiring a passenger vehicle test? If 'YES', please provide the following below ▼

YES ☐ NO ☐

the design gross weight ►

kg

the overall length of the vehicle ►

cm

the overall length of the load area ►

cm

4. VEHICLE DETAILS (Cont)		Please tick/complete the appropriate boxes below ▼ (See Note 4 in Guidance Notes)	
4f (i). Type of body? (e.g. saloon, limo, estate, pick up)		Colour :	
4f (ii). If the vehicle is a motor caravan, is it based on an EC compliant base vehicle?		YES ☐	NO ☐
4f (iii). If 'YES', what is the :			
• Base vehicle emissions approval number			
• WLTP combined CO ₂ figure (if issued by manufacturer)		g / km	
<i>Note : Evidence of the 'base vehicle' Certificate of Conformity will be required at the time of inspection.</i>			
4g. What is the engine number?			
4h. Where is the engine number located?			
4j. Is the gear box : Manual ☐ Automatic ☐			
4k. How many designated seating positions does the vehicle have including the driver's?			
4m. Is the vehicle fitted with : Immobiliser ☐ Alarm ☐ Not Fitted ☐			
Where the application is CLASS 'R' only and supported by a copy of an EC Certificate of Conformity, it will <u>not</u> be necessary to complete the items that have a blue background (i.e. items 4n, 4p, 4q, 4r (i), 4r (ii), 4s, 4t, 4u, 4v and 4w (i)).			
4n. Is the engine : Turbocharged ☐ Non-Turbocharged ☐			
4p. Does the vehicle have anti-lock brakes (ABS)? YES ☐ NO ☐			
4q. If the vehicle is a 4x4, is it : Permanent 4x4 ☐ Selective 4x4 ☐			
4r (i). Is the vehicle a hybrid? YES ☐ NO ☐			
4r (ii). Fuel type : Petrol ☐ Diesel ☐ Gas lpg ☐ Gas cng ☐ Gas lng ☐ Gas hydrogen ☐ Electric ☐			
4r (iii). If 'electric' what is the operating voltage?			volts
4s. What is the cylinder capacity? (Please confirm the 'cc' or 'cm ³ ' of the engine)			cc / cm ³
4t. What is the number and arrangement of cylinders? * *(Please Note : for classes A, C & L <u>ONLY</u>)			
4u. What is the engine maximum power <u>AND</u> the engine speed at which it is obtained? (DO NOT take these figures from the rev counter – see note 4u in Guidance Notes)		kw @ rpm	or
		bhp @ rpm	

4. VEHICLE DETAILS (Cont)				Please tick/complete the appropriate boxes below ▼ (See Note 4 in Guidance Notes)	
4v. What is the maximum design road speed of the vehicle? mph <i>(DO NOT take this figure from the speedometer – see note 4v in Guidance Notes)</i>					
4w (i). What are the ORIGINAL design laden weights of the vehicle? * <i>(Not required for classes R, P and E but must be completed for any vehicle where :</i> <i>a) the design weights have been increased</i> <i>b) the vehicle is intended to tow a trailer where “Train” or “Towable Mass” must be provided.</i> <i>*Refer to the weights plate on the vehicle, or the vehicle handbook or contact the manufacturer for this information.</i>					
Axle 1 (lb / kg)	Axle 2 (lb / kg)	Axle 3 (lb / kg)	Gross (lb / kg)	Train (lb / kg)	Towable Mass (lb / kg)
4w (ii). If you require HIGHER design laden weights than those allocated by the original manufacturer, please provide them below. Evidence of the vehicle’s capability at the higher weight will be required.					
Axle 1 (lb / kg)	Axle 2 (lb / kg)	Axle 3 (lb / kg)	Gross (lb / kg)	Train (lb / kg)	Towable Mass (lb / kg)
4x (i) Does the vehicle have one or more ECWVTA or NSSTA Certificate of Conformity? If ‘YES’, does the vehicle have approval as :					
an incomplete vehicle? ☐ a completed vehicle? ☐ a complete vehicle? ☐					
If ‘YES’, please give approval number(s) : 					
If ‘YES’ what is the recorded mileage? ► m ► ☐ km ► ☐ <i>(including the mileage before any modification)</i>					
From 5 July 2026 some manufacturers can issue an electronic Certificate of Conformity (eCoC).					
4x (ii) Does your vehicle have an eCOC? YES ☐ NO ☐					
<i>If Yes, please attach a picture of the manufacturers plate as DVSA may be able to view the eCoC direct from the Approval Authority. If No, please attach the paper version of the CoC to this application.</i>					
4y (i). Is the vehicle equipped with a self-driving system(s) sometimes known as Automated Driving Systems (ADS)?					
				YES ☐	NO ☐
4y (ii). Does the vehicle have a conventional in-vehicle driving position (known as ‘User-in-Charge’ (UIC) vehicle)?					
				YES ☐	NO ☐
4y (iii). Does the vehicle’s ADS access or modify any previously approved vehicle systems to be examined under this application?					
				YES ☐	NO ☐
4z. Is the vehicle fitted with a ‘drive-by-wire’ system(s)?					
				YES ☐	NO ☐

5. CHANGES SINCE MANUFACTURER'S APPROVAL

Please tick/complete the appropriate boxes below ▼ (See Note 5 in Guidance Notes)

5a. Has the vehicle been modified since being previously approved? YES ☐ NO ☐

If 'YES', please give the details in the box below (please continue on a separate sheet if necessary).

(Include modifications to the original vehicle, also all additional bodywork, features or fittings.)

If 'NO' and the vehicle already has a completed or complete approval, please confirm the reason for the IVA. ▼

5b. Has the speedometer been converted to read in mph? YES ☐ NO ☐

For presenters of vehicles which require a conversion to the speedometer to read in mph ▼

DECLARATION - I confirm that the conversion meets the requirements of section 17 of the inspection manual (speedometers and reverse gear)*. ☐

**Evidence may be required at time of test.*

6. CONVERTED VEHICLES ONLY

Please tick/complete the appropriate boxes below ▼ (See Note 6 in Guidance Notes)

6. Has your vehicle been converted to increase the number of passenger seats? YES ☐ NO ☐

If 'YES', has it been :-

a. converted into a 'limousine' by increasing the number of seating positions? YES ☐ NO ☐

b. converted from a passenger vehicle that had more than 8 passenger seats? YES ☐ NO ☐

c. converted from a goods vehicle? YES ☐ NO ☐
(This includes wheelchair accessible vehicles)

d. converted from a goods vehicle that has a design weight of 1500kgs or more? YES ☐ NO ☐

If 'YES' to 'd', does the vehicle also have a seat reference point (of the lowest front seat) of more than 700mm above the ground? YES ☐ NO ☐

e. adapted for a person with a disability? YES ☐ NO ☐

If you have ticked 'YES' to '6d' or '6e', please confirm the design weight of the vehicle ►

kg

f. adapted to accommodate one or more wheelchairs? YES ☐ NO ☐

If 'YES', please state maximum number of wheelchair positions ►

7. EVIDENCE OF ELIGIBILITY (Not Applicable to Class 'R')
You will need to provide evidence that you are eligible to apply for your chosen vehicle class. <i>(See Guidance Notes for more details)</i>
CLASS A (<i>Amateur Built</i>) : Original amateur built declaration and copy of evidence of build e.g. photos and invoices.
CLASS C (<i>A vehicle built by a person in the business of building vehicles using parts of a vehicle registered in the UK</i>) : Copy of evidence of the donor registration number and a list of parts used from the donor.
CLASS E (<i>European Approved to the IVA standard of a Member State</i>) : Original approval certificate and copy of evidence of approval standards applied.
CLASS L (<i>A vehicle manufactured in very low volume</i>) : Evidence from the manufacturer of the total number of vehicles produced of this vehicle type for each of the 36 months prior to the month in which the vehicle manufacture was completed. In the case of an application by someone who is not the manufacturer, evidence of authorisation (a chassis specific letter) from the manufacturer to use the class 'L' quota is required.
CLASS P (<i>Personal Import</i>) : Copies of : • 6 months possession of the vehicle – for example, a previous registration document <u>from the country of export</u>. • 6 months use of the vehicle – for example, an insurance certificate (quoting the vehicle identification number and applicant's name) covering a minimum of 6 months <u>from the country of export</u>. • 12 months residency – for example, utility bills covering the last 12 months or more <u>from the country of export</u>.
CLASS S (<i>Rebuilt vehicle</i>) : Copy of evidence of previous registration mark and receipt for replacement body.
CLASS T (<i>Armoured vehicle</i>) : Copy of evidence of anti-bullet compliance.
Please list below the documentation you are enclosing with this application :
Please Note : For assessment purposes where indicated, a copy of the evidence of compliance must be provided (however, we may require originals in some instances). YOU MUST PRODUCE THE ORIGINALS OR EVIDENCE OF AN EMAIL DOCUMENT TRAIL TO THE ORIGINS OF THE INFORMATION AT THE TIME OF TEST

8. EVIDENCE OF COMPLIANCE	
8.1 Evidence of Compliance – All classes except Class ‘R’ (i.e. ‘Basic’ IVA) ▼	
ITEM	MINIMUM DIRECTIVE REQUIREMENT
Electrical Safety (if applicable)	ECE Reg. 100.01
Fuel Tanks (if applicable)	LPG ECE Reg. 67.01 CNG ECE Reg. 110 Hydrogen EC 79/2009 or ECE Reg. 134
8.2 Evidence of Compliance - Class ‘R’ ▼ (A vehicle not meeting any other class) :	
ITEM	MINIMUM DIRECTIVE REQUIREMENT
Noise	70/157/EEC to 92/97EEC
Emissions	Dependant on date of manufacture
Gas fuel tanks	ECE Reg. 67.01 (lpg) / ECE Reg. 110 (cng) EC 79/2009 or ECE Reg. 134 (Hydrogen)
Brakes	71/320/EEC to 98/12/EC
Anti-theft / Immobiliser	74/61/EC to 95/56/EC
Protective steering	74/297/EEC to 91/662/EEC
Seat belt anchorages	76/115EEC to 90/629/EEC (from 24/4/2009 to 2005/41)
Front impact (design weight 2500kg or less)	96/79/EC
CO ₂ and fuel consumption	80/1268/EEC to 93/116/EEC (from 01/01/2009 to 2004/3/EC)
Side impact (vehicle having seat reference point 700mm or lower)	96/27/EC
Electrical Safety (if applicable)	ECE Reg. 100.01
8.3 Evidence of Compliance – All Classes ▼	
You will need to provide evidence of compliance with the Directives listed above for statutory applications - either a Certificate of Conformity (COC), a letter of Directive compliance from the manufacturer, a Test Report, a Model Report or evidence of a comparable standard. Note : If the vehicle only has a CoC for an ‘incomplete’ vehicle, you must provide a chassis specific letter of compliance from the manufacturer. If the vehicle is based on a light goods vehicle, the Directive standards applicable to the light goods vehicle will be considered acceptable.	
8.3 (a). Is the evidence of compliance provided by :	
Certificate of Conformity YES ☐ NO ☐	Manufacturer’s letter of compliance YES ☐ NO ☐
8.3 (b). Has the vehicle had a ‘One-off’ test?	
(Please refer to the Guidance Notes for more information)	
YES ☐ NO ☐	
If ‘YES’ please write the Test Report Number ►	
8.3 (c). Is the vehicle a precedent vehicle used to create a Model Report?	
YES ☐ NO ☐	
If ‘YES’ please write the Test Report Number ►	

8. EVIDENCE OF COMPLIANCE (Cont.)

8.3 (d). Is the vehicle to be tested against an existing Model Report?

YES ☐ NO ☐

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

(ii) Is the Model Report required to confirm brake compliance at a specified design weight?

YES ☐ NO ☐

(i.e. requiring 'hydraulic' foundation brakes to be examined at a privately owned facility)?

(iii) If 'YES' to 8.3 (d) (ii), please submit form **IVA 9*** as a separate request.

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

PLEASE CONTINUE TO ITEM 9 – DATA PROTECTION, DECLARATION AND SIGNATURE

9. DATA PROTECTION, DECLARATION AND SIGNATURE

DATA PROTECTION – The information provided on this form may be made available to other Departments/Agencies for the purposes of preventing or detecting crime.

Your personal information will be managed in accordance with the Privacy Notice available at www.infrastructure-ni.gov.uk/dfi-privacy.

Please note: The Driver & Vehicle Agency (DVA) may require further information or clarification regarding the completion of this application form or supporting documentation you have supplied. Please be aware that DVA or the Driver & Vehicle Standards Agency (DVSA) who work in partnership with DVA may contact you in order to process the application.

DECLARATION – I, the undersigned, declare that :

- If this application is for a **PERSONAL IMPORT**, the vehicle is for my personal or household use in the United Kingdom or I am authorised by the person importing the vehicle to act on their behalf.
- I agree to the speedometer requirements as mentioned in Section 5.
- I agree to use the Model Report procedure on the conditions that apply to the compliance check arrangements described in the Guidance Notes of this form.
- The vehicle specified in this application will, at the time of examination, be built in accordance with the required standards contained in the relevant IVA Inspection Manual and/or Technical Standards.
- I have read and understand the IVA Cancellation and Amendment Policy.

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

Signature :

Date :

Print Full Name :

Please Note: All 'Declaration' sections above must be completed. A typed 'Signature' is acceptable if sending your form electronically.

PLEASE CONTINUE TO ITEM 10 - PAYMENT DETAILS

10. PAYMENT OPTIONS & DETAILS

Please tick/complete the appropriate boxes below ▼

Payment Method

We can only accept card payments at present. When we receive your approval documentation from DVSA, we will contact you in relation to your payment. If you require further information relating to this, please email: specialist.testingDVA@infrastructure-ni.gov.uk.

You can check fees on the nidirect website: <https://www.nidirect.gov.uk/articles/individual-vehicle-approval>.

Refund Policy – Should you wish to **cancel** the IVA appointment you have been allocated, the following options below will apply regarding the fee paid at the time of application:

1. **If you give more than 3 working days notice** prior to the appointment date then:
 - You can request a later appointment or
 - Ask for a refund [A fee of £100 will be retained by DVA]
2. **If you do not give more than 3 working days notice** prior to the appointment date then the whole fee will be forfeited.

Signature :

Date :

Print Full Name :

ON COMPLETION

Please forward this application form and your supporting documentation to:

Specialist.testingDVA@infrastructure-ni.gov.uk

Please note DVA will contact you to arrange payment if you use the email service.

NI customers only – further information can be found at – www.nidirect.gov.uk.

Version 14 (Revised July 2026)

Review Date 07/28



IVA 1C GUIDANCE NOTES

APPLICATION FOR INDIVIDUAL VEHICLE APPROVAL (IVA)

Passenger cars having no more than 8 seats in addition to the driver's – M1
The Road Vehicles (Approval) Regulations 2020

1a. APPLICATION TYPE

If your vehicle is not registered with the DVLA, a statutory test is required to obtain a certificate for registration. If a vehicle is already approved as a 'complete' vehicle and is subsequently modified prior to registration, such that the approval is no longer valid, further approval (e.g. IVA) in the modified condition will be required.

An Individual Approval Certificate is not required for registration purposes and cannot be issued to a vehicle, the manufacture of which is more than 10 years prior to the date of application.

If you require a CO₂ fuel consumption figure to be shown on the IVA certificate to obtain a concessionary rate of excise duty, evidence of the fuel consumption figure and the EC standard that the vehicle was tested to when establishing the figure must be submitted with your application and the original (or email trail to the original source) made available to the Examiner at the time of test. This information is only likely to be available if the vehicle was originally subject to EC approval or been the subject of the emissions Model Report process to demonstrate compliance. Approvals issued will not be reassessed/amended if information is presented after the certificate has been issued.

An application for a statutory Individual Vehicle Approval is subject to the provisions of the Road Vehicles (Approval) Regulations 2020. This includes specific provisions appertaining to the application of the process by or on behalf of the approval authority and provisions, either required to be met by the applicant or available to the applicant e.g. the right of appeal.

1b. APPLICANT AND OWNER DETAILS

APPLICANT - Please include the full name and address including postcode. For limited companies, partnerships or sole proprietor, the registered name should be given. Please supply a contact name and telephone number. This will be the point of contact responsible for providing the information to support the application.

OWNER - Please include the full name and address including postcode. You do not need to fill in this section if you are a dealer applying on behalf of a manufacturer.

2. TEST LOCATION

PLEASE NOTE: DATE, TIME AND LOCATION OF YOUR IVA TEST WILL BE ALLOCATED BY THE SVA/IVA SECTION, LISBURN, AND NOT YOUR APPOINTED TEST CENTRE.

2a. When will the vehicle be available for test?

Please give the date from when the vehicle will be available for test. Please enter your preferences, or if no preferences, enter 'any'. The SVA/IVA Section will give an appointment as close as possible to your requirements. Occasionally, this may be at short notice (i.e. within three working days).

These test times will be available **from 9am to 4pm Monday to Friday.**

3. VIN VEHICLE TEST CLASS DETAILS

3a. Vehicle Identification (chassis) Number (VIN)

A statutory test cannot be carried out on a vehicle that is already registered in the UK. The Vehicle Identification Number (VIN) is the identification number displayed on the manufacturer's plate and which is stamped on the vehicle chassis or monocoque body. You may find the vehicle identification and chassis number on the manufacturer's information plate under the bonnet, around the door opening, or, where previously registered in another country, on a previous registration document. If we consider the number to be unsuitable, we will refer you to DVLA, who will give you a new number. Please make sure you write the number in **full**.

If it is an amateur-built vehicle, you must provide a new number. You cannot use the number from a donor vehicle. A number can be obtained from the DVLA. The VIN must consist of **17 digits** unless the vehicle is a mass produced vehicle, in which case the original manufacturer's number can be less than 17 digits but not less than 8 digits.

Vehicles previously registered in **New Zealand** may have more than one Vehicle Identification Number (VIN) plate; the original applied by the vehicle manufacturer and an additional variation of the original applied by the New Zealand authority. The number on any documentation used to support the IVA application would normally be the one used on the application to identify the vehicle. Please also provide the alternative number on the application form (if necessary, in box 3b – '*Position of stamped VIN on vehicle*').

3b. Position of stamped VIN on vehicle.

On all vehicles other than North American vehicles, the VIN should be stamped into the chassis frame or body. Please state where this number is stamped into the vehicle e.g. under bonnet L/H side (viewed from the driver's seat) or front chassis leg L/H side.

3. VIN / REGISTRATION MARK & VEHICLE TEST CLASS DETAILS

3c. Vehicle class (detailed descriptions) *Continued*

For these purposes, a 'Normal' inspection equates to a class 'R' vehicle (where evidence of EC Directive Compliance must be submitted) and a 'Basic' inspection equates to a class 'P'.

In any other case, it is the applicant's decision as to which class is used for the vehicle inspection.

VEHICLE CLASS DEFINITIONS

P – PERSONAL IMPORT

A vehicle imported by a person who has lived in the country of export for **12 months** or more and been in possession of and used the vehicle for **6 months** or more.

You must send us **photocopies** of documents demonstrating compliance with these requirements and present the originals or provide evidence of an email document trail to the origins of the information at the time of test.

Note 1: The owner of the vehicle or his/her appointed agent must complete and sign the declaration on the application form.

Note 2: Photocopies will be retained by DVSA.

A – AMATEUR BUILT

A vehicle, the majority of which was constructed, assembled or, if previously registered in the UK, structurally modified by you or by someone on your behalf who is not in the business of building motor vehicles and which is for **your** personal use. **Please complete the Amateur Built Declaration which can be downloaded from [Declaration Individual Vehicle Approval - amateur built \(IVA 051\) | nidirect](#)**

Evidence of the date of manufacture of the engine will be required at the time of inspection to determine the emissions limits for the vehicle. The donor vehicle registration document (V5) may be acceptable evidence, where it indicates the engine to be the original engine fitted to the donor vehicle.

S – REBUILT VEHICLE

A vehicle which :

- has been rebuilt using a replacement chassis or combined chassis-body of the same design as the original. The chassis or combined chassis-body needs to be new or from a vehicle that has already been registered in the United Kingdom (UK). Please provide evidence of the previous registration mark of the vehicle being rebuilt and also details of where the chassis or body has come from (e.g. a receipt),
- DVLA has given a vehicle chassis or identification number,
- does not meet classes 'A' or 'C'.

(Evidence of the date of manufacture of the engine will be required at the time of test to determine the emissions limits for the vehicle).

VEHICLE CLASS DEFINITIONS

C – A VEHICLE BUILT BY A PERSON IN THE BUSINESS OF BUILDING VEHICLES USING PARTS OF A VEHICLE REGISTERED IN THE UK

The engine and at least one other major part* must come from the same donor vehicle. Where the engine used was not the **original** engine fitted to the donor vehicle, the registration document (V5) alone will not be sufficient evidence that the engine was from the donor vehicle. You must provide the following information :

- donor registration number.
- engine number.
- list of major parts used from the donor vehicle specified above.

(Evidence of the date of manufacture of the engine will be required at the time of test to determine the emissions limits for the vehicle).

**Major part means chassis, body, suspension, axle, transmission, or steering assembly.*

L – VEHICLE MANUFACTURED IN VERY LOW VOLUME

A vehicle is manufactured in very low volume if the total number of vehicles of the family of types to which the vehicle in question belongs, which are manufactured in the world during any period of 12 months falling within the period of 36 months immediately preceding the month in which the vehicle was manufactured, does not exceed 500. Evidence will be required to demonstrate that this criteria has been met.

T – ARMoured VEHICLE

A vehicle intended for the protection of conveyed passengers and/or goods and complying with armour plating anti-bullet requirements. 'Anti-bullet' requirements shall be interpreted as meaning; the driver and passenger compartment (front, rear and sides including doors and glazing) are capable of withstanding ballistic penetration from small arms fire e.g. materials to EN 1063 or an equivalent level of protection.

E – EUROPEAN APPROVED TO THE IVA STANDARD OF A MEMBER STATE

A vehicle that has been found by another country in the European Community to meet the same requirements as the UK Individual Vehicle Approval (IVA) scheme.

You must send us the approval certificate issued to the vehicle and evidence of the technical standards to which the vehicle was tested by the Approval Authority. This category also includes vehicles that display an approval number on the VIN plate that was applied at the time the vehicle was manufactured that can be supported by manufacturer's confirmation of compliance and vehicles that have been issued with an EC Type Approval Certificate of Conformity that is now, due to legislation changes, no longer valid for registration.

M – HEARSE, MOTOR AMBULANCE OR MOTOR CARAVAN

HEARSE - A vehicle intended for the transport of deceased people and having special equipment for the purpose. This shall be interpreted as a vehicle :

- having an enclosed glazed area to the rear of the driving position,
- being fitted with a permanent deck of suitable length to accommodate a full size coffin incorporating bier fittings such as coffin stops and/or rollers, and
- not fitted with any seats or seat mountings below the deck/bier, (although storage space may be provided).

VEHICLE CLASS DEFINITIONS

MOTOR AMBULANCE – A motor vehicle of category M intended for the transport of sick and injured people and having special equipment for such purpose. The interpretation applied to this definition is as follows :

The vehicle shall be readily identifiable as a vehicle used for the carriage of sick or injured people to or from welfare centres or places where medical or dental treatment is given by being permanently marked 'Ambulance' (or 'Ambiwlans') on both sides and/or to the front and rear.

The vehicle must have the following equipment or characteristics;

- An optical warning system i.e. a blue warning beacon (or special warning lamp) or a device which fulfils the same function.
- An acoustical warning system.
- Be fitted with features to enable the carriage of special equipment such as a stretcher, medical equipment or supplies such as oxygen cylinders.

MOTOR CARAVAN – A special purpose M1 category vehicle (vehicle having 8 or less passenger seats) which meets the 'reasonableness test' and is constructed to include living accommodation which contains at least the following equipment.

- seats and table,
- sleeping accommodation which may be converted from the seats,
- cooking facilities, and
- storage facilities.

This equipment shall be rigidly fixed to the living compartment. For further information, please refer to the M1 IVA Inspection manual (Foreword) – www.gov.uk/vehicleapproval.

R – A VEHICLE NOT MEETING ANY OF THE CATEGORIES LISTED ABOVE (Other than potentially 'W') – NORMAL IVA

This includes commercially imported vehicles and vehicles subject to a second stage of manufacture i.e. where a vehicle approved by the manufacturer :

- is fitted with a body or;
- subject to a modification prior to registration.

You will need to provide evidence of compliance with certain EC Directive standards.

W – WHEELCHAIR ACCESSIBLE VEHICLE

A vehicle constructed or converted specifically so that it can accommodate one or more person(s) seated in their wheelchair(s) when travelling on the road. This sub-class will also be one of the other classes listed.

4. VEHICLE DETAILS

4b. What is the date of manufacture?

This is the date the vehicle was completed such that it could be subject to a full inspection of all relevant criteria. You should be able to get the date your vehicle was made from the manufacturer's information plate or from the manufacturer.

In the case of an imported vehicle, where the date of manufacture is unavailable, the date of first registration (where the vehicle has been registered in another country) can be entered.

4e. When presented, will the vehicle be a goods vehicle requiring a passenger vehicle test?

A goods vehicle can be considered as an M1 category passenger vehicle and tested as a passenger vehicle if it meets the following criteria; (a) has at least 4 seats, (b) a gross vehicle weight of not more than 6500kgs and (c) a load area not exceeding 40% of the vehicle length.

4. VEHICLE DETAILS <i>(Continued)</i>
4f (ii) & 4f (iii). If the vehicle is a motor caravan, is it based on an EC compliant based vehicle? In respect of a motor caravan, prior to 1st March 2021, only vehicles having approval to 'WLTP' limits need to be recorded. The CO2 emission figure for the base vehicle will be acceptable.
4h. Where is the engine number located? Please indicate where the engine number is located e.g. L/H side of block (when viewed from driver's seat).
4j. Is the gear box Manual/Automatic? 'Automatic' includes automatic gear boxes that can be used in manual mode.
4k. How many designated seating positions does the vehicle have including the driver's? A designated seating position is a seat used for normal use when the vehicle is travelling on the road. In the case of a Motor Caravan, for example, this would not include seats used only when the vehicle is stationary. In respect of most production vehicles, seating positions can be determined by the number of seat belt anchorages. Where a vehicle is fitted with a bench seat, the number is determined by dividing the cushion width (in mm) by 400mm.
4m. Is the vehicle fitted with an immobiliser/alarm? Where an immobiliser is fitted and when the vehicle is presented for test, you must show us documentary evidence of compliance. This can be evidence of EC Directive compliance from the manufacturer or of an acceptable comparable standard, e.g. for vehicles registered in Japan from 1 July 2006 onwards, or from an authorised technical service (a test laboratory), or an installer from an approved installer scheme that the immobiliser meets the European Directive standards. If the vehicle has an alarm fitted you will also need to provide evidence that it complies with the required standard. Evidence from an approved installer scheme must be an original document and can be: • a Thatcham Registered Installer (TRI) certificate of installation or installation report (telephone 01635 868855 or visit www.thatcham.org), or • a Mobile Electronics Security Federation (MESF) certificate of installation (selected installers only, telephone 01376 561040 or visit www.mesf.org.uk).
4n. Is the engine Turbocharged/Non-Turbocharged? Turbocharged includes engines fitted with a supercharger.
4r. Fuel Type Please tick the appropriate boxes and indicate all the options that are applicable to your vehicle. • 'Gas lpg' - refers to 'liquefied petroleum gas'. • 'Gas cng' - refers to 'compressed natural gas'. • 'Gas lng' - refers to 'liquefied natural gas'. • 'Gas hydrogen' GB legislation allows the use of vehicles fitted with a hydrogen fuel system or a natural gas fuel system only if the vehicle has been approved under the Road Vehicles (Approval) Regulations 2020 for that system at the time of registration. The Road Vehicles (Approval) Regulations do not apply to vehicles after registration. Vehicles fitted with a Hydrogen or Natural Gas fuel system after registration can only be used under strict conditions and only after a Vehicle Special Order (VSO) made under Article 60 of The Road Traffic (Northern Ireland) Order 1985 has been issued in respect of the vehicle. Definition of a hybrid electric vehicle – 'A hybrid electric vehicle uses more than one means of propulsion – a petrol or diesel engine and an electric motor'. For a legal definition, please refer to the 'Glossary of Terms' in the : M1 Passenger Cars Inspection Manual on GOV.UK.

4. VEHICLE DETAILS *(Continued)*

4t. What is the number and arrangement of cylinders? *(This question is for categories A, C, & L ONLY)*

This information can be obtained from the manufacturer of the vehicle or the engine or from their published data.

4u. What is the engine maximum power and the engine speed at which it is obtained?

This is the engine's maximum power in kilowatts (kw) or brake horse power (bhp) and the engine speed in revolutions per minute (rpm) at which the engine produces maximum power.

You should try to obtain this information from the manufacturer's plate, the vehicle handbook or by contacting the manufacturer or viewing manufacturer's information on the internet.

4v. What is the maximum design road speed of the vehicle?

DO NOT take this figure from the speedometer as it is unlikely to be the true figure. You should try to obtain it from the vehicle handbook or by contacting the manufacturer or viewing manufacturer's information on the internet. Where manufacturer's data relating to maximum speed is not available, a calculated speed may be acceptable.

4w (i). What are the ORIGINAL design laden weights of the vehicle?

This question is only for classes **A, C, L, M, S, T & W** vehicles, converted vehicles that have been allocated weights higher than those allocated by the original manufacturer (e.g. limousines and minibuses) and for vehicles intended to tow a trailer where either the 'train weight' or 'towable mass' **must** be provided. Evidence of the weight nominated must be provided at the time of test.

The design weights should be obtained from the manufacturer's plate where available, or the converters plate if the vehicle has been subject to a conversion. If the weights are not available on a plate they should be obtained from manufacturer's published information.

Design weight is the maximum weight that the vehicle is built to carry when fully loaded. The **gross weight** refers to the weight of the whole vehicle. The **axle weight** is the maximum weight an axle can carry. The **train weight**, for a vehicle fitted with a towing attachment, is the maximum weight of the vehicle and trailer when loaded. **Towable Mass** is the maximum weight of the trailer that can be towed by the vehicle.

Where the design weights have been increased i.e. you require them to be higher than the weights allocated by the original manufacturer, it will be necessary to demonstrate that the vehicle components are capable of carrying the higher weight.

4x. Does the vehicle have one or more ECWTA or NSSTA Certificate of Conformity?

A manufacturer may have an approval that will allow him to issue a certificate of conformity to a vehicle as an 'incomplete', 'complete' or 'completed' vehicle. An 'incomplete' vehicle is a vehicle that requires a further stage of approval before it can be registered i.e. approved as a 'completed' vehicle (a 'complete' vehicle is approved in a single stage). A certificate of conformity will indicate under the title of the first page the type of approval the certificate relates to.

4x (ii) Does your vehicle have an eCoC)?

From, 5 July 2026 some manufacturers can issue an electronic Certificate of Conformity (eCoC).

4y (i) Is the vehicle equipped with a self-driving system(s) sometimes known as Automated Driving Systems (ADS)?

Automated Driving Systems (ADS) allow the vehicle to be driven without human interaction with the vehicle controls.

Automated Driving Systems are not to be confused with Advanced Driver Assistance Systems (ADAS).

4. VEHICLE DETAILS *(Continued)*

ADAS would include (and not be limited to) the following functions:

- Automatic Emergency Braking (AEB)
- Active Cruise Control (ACC) (including traffic, queue assist and intelligent speed assist)
- Lane Departure Warning Systems (LDWS)
- Blind spot indication systems
- Vehicle hill start assist/hill hold assist
- 'Active' headlight systems etc.

4y (ii) Does the vehicle have a conventional in-vehicle driving position (known as a 'User-in-Charge' UiC vehicle)?

A UiC vehicle will retain a driver seating position to enable a human to command the vehicle.

4y (iii) Does the vehicle's ADS access or modify any previously approved vehicle systems to be examined under this application?

Where the vehicle *is* fitted with ADS, has this system been installed by obtaining access to, or by making modification to, a previously approved/existing vehicle system (as installed by an Original Equipment Manufacturer (OEM) who holds an approval for the original system)?

4z. Is the vehicle fitted with a 'drive-by-wire' steering system?

A 'drive-by-wire' system is a system which has no direct physical linkage between the driver's input and resulting output beyond the wiring harness, i.e. for a steering system, the steering wheel and the steering transmission/rack/mechanism are not physically connected. Similarly for a braking system, there is no connection between the brake pedal and the brake caliper on the wheel hub(s).

5. CHANGES SINCE MANUFACTURER'S APPROVAL**5a. Has the vehicle been modified since being previously approved?**

If the vehicle has been modified by the addition of bodywork, fixtures, or fittings, please advise us e.g. seats, tail lift etc. If a vehicle system or component that has been previously approved has been modified e.g. a modification to the exhaust system of a vehicle that has an emissions approval, please advise us of the changes made to the vehicle.

5b. Has the speedometer been converted to read in mph?

This does not apply to :

- *vehicles fitted with speedometers capable of reading in mph or mph & kph (dual marked) from new;*
- *vehicles fitted with a driver function which allows switching to mph;*
- *vehicles converted by reprogramming the ECU via the OBD port.*

Converted means a physical modification, for example :

- *Fitting a new dial overlay.*
- *Fitting a microchip or gearbox ratio converter.*
- *Fitting a complete display from a UK specification vehicle.*

Evidence can be a receipt from the converter, component supplier, manufacturer's instructions or a rolling road.

For "off the shelf" speedometers, typically fitted to amateur built vehicles, these must be installed as per the manufacturer's instructions.

6. CONVERTED VEHICLES ONLY

6. 'a', 'b', 'c' or 'd' – 'converted vehicle'

Where a vehicle of 'category 'R' (but not a 'disabled persons vehicle' or a 'wheelchair accessible vehicle') has been converted from a goods vehicle to a passenger vehicle, or is a passenger vehicle fitted with additional seats, evidence of compliance with the seat belt anchorage requirements must be provided using the declaration pro-forma **IVA 19a and 19b**, which is available via <https://www.nidirect.gov.uk/publications/seat-belt-anchorage-compliance-declarations>.

6d. Has your vehicle been converted from a goods vehicle that has a design weight of 1500kgs or more?

If 'YES' to 'd', does the vehicle also have a seat reference point (of the lowest front seat) of more than 700mm above the ground?

A passenger car would normally have a reference point below 700mm. For guidance only, it can be assessed with the front seat (if adjustable) in its lowest, most rearward position and by placing a rectangular block measuring 136mm long and 53mm high onto the back of the seat cushion against the back rest. The forward upper edge is the height of the reference point. If the measurement is close to the critical point (that is, above 700mm), you should get advice from us, the manufacturer, or a designated Technical Service (Test Laboratory).

7. EVIDENCE OF ELIGIBILITY

In respect of the vehicle class that you have chosen at item 3, it will be necessary to provide the evidence of eligibility listed against the relevant class. The vehicle will be subject to a 'Basic' level of test (refer to the **passenger car (M1) IVA Inspection Manual** for further details – www.gov.uk/vehicleapproval).

8.1 EVIDENCE OF COMPLIANCE – ALL CLASSES EXCEPT CLASS 'R'

Electrical Safety (Compliance Item) – Applicable to vehicles propelled by electric (including hybrid vehicles) having an operational voltage more than 48v. This does not apply to mass produced vehicles meeting the Personal Import criteria from Hong Kong and Singapore in relation to electrical safety (ECE Reg.100.01).

8.3 EVIDENCE OF COMPLIANCE – ALL CLASSES

To demonstrate compliance it will be necessary to provide evidence of compliance with the 'Relevant' EC Directives or evidence of a recognised standard from a non-European country that is considered comparable. These are listed in the IVA M1 Inspection Manual (see Section 7 above). Demonstrating compliance can be achieved by one or more of the following methods :-

- **Directive Compliance**
 - a Certificate of Conformity
 - a manufacturer's letter of Directive compliance

Note : *In the case of a Certificate of Conformity for an 'incomplete' approval, as the vehicle does not have full approval, it will be necessary to provide a vehicle specific letter from the manufacturer confirming which Directives the vehicle meets. 'Relevant Directives' relating to a passenger vehicle of category M1 are those listed on the application form.*

- **Comparison Test** – A comparison check (but not in respect of emissions) with a known type approved vehicle. This is conducted at a designated Technical Service (Test Laboratory).
- **Directive Test** – Physically having a test conducted to the appropriate Directive standard at a Technical Service.
- **Model Report** – The use of a Model Report compiled from data obtained from a designated Technical Service.
- **Comparable Standard** – Providing evidence that the vehicle meets a recognised standard from a non-European country that is considered to be comparable to that required for IVA e.g. Japanese, US or Australian standards.

8.3 EVIDENCE OF COMPLIANCE – ALL CLASSES *(Continued)***COMPARABLE STANDARD FROM JAPAN**

You will need to provide either a Japanese export certificate document or a letter from the manufacturer confirming that the vehicle has been built to a Type designation and specification standard in Japan.

If the vehicle has not been registered for at least six months in Japan, you will need to provide evidence of compliance with the EC Emissions Directive or, to demonstrate compliance using the comparable standards for emissions, submit your application more than six months after the vehicle was first registered in Japan.

If you require a CO₂ fuel consumption figure to be shown on the IVA certificate to obtain a concessionary rate of excise duty, evidence of the fuel consumption figure and the EC standard that the vehicle was tested to when establishing the figure must be submitted with your application and the original (or email trail to the original source) made available to the Examiner at the time of test.

Electrical Safety (Compliance Item) – This item is applicable to electrically propelled vehicles (including hybrid vehicles).

8.3 (b). Has the vehicle had a ‘One-off’ test?

A ‘One-off’ test is a test on an individual vehicle to EC Directive standards where the information provided will include documentation from a Technical Service that will not be used for any other vehicle applications.

8.3 (d). Is the vehicle to be tested against an existing Model Report?

A Model Report is a document created as a result of a vehicle being submitted to a designated Technical Service and being fully documented such that the report can be used to establish compliance on future vehicles of the same specification. You may be able to obtain the use of an existing Model Report all of which are listed on www.gov.uk/vehicleapproval (these are owned by members of the public or private companies). If presenting a vehicle using a Model Report, you should be prepared to remove or dismantle trim and other parts so that the examiner can gain access to critical parts.

8.3 (d) (iii). The application IVA 9 for an examination will be processed in parallel with the statutory application. The examinations are likely to be on different days.

9. DATA PROTECTION, DECLARATION AND SIGNATURE

Please ensure the form is signed, dated and your name printed in full. If your application is for a Personal Import, the form must be signed by you or your authorised representative. If the application is to be submitted electronically, please ensure your name is typed into the signature space.

10. PAYMENT DETAILS – CANCELLATION & REFUND POLICY**Payment Method**

We can only accept card payments at present. When we receive your approval documentation from DVSA, we will contact you in relation to your payment. If you require further information relating to this, please email: specialist.testingdva@infrastructure-ni.gov.uk.

You can check the fees on the nidirect website: <https://www.nidirect.gov.uk/articles/individual-vehicle-approval>

Refund Policy – Should you wish to **cancel** the IVA appointment you have been allocated, the following options below will apply regarding the fee paid at the time of application:

1. **If you give more than 3 working days notice** prior to the appointment date then:
 - you can request a later appointment or;
 - ask for a refund [a fee of **£100** will be retained by DVA]

2. **If you do not give more than 3 working days notice** prior to the appointment date then the whole fee will be forfeited.

DVA TEST LOCATION

Test Centre	LISBURN
Address	1 ENTERPRISE CRESCENT, BALLINDERRY ROAD, LISBURN, BT28 2BP

Definition of categories

M1 – vehicles designed and constructed for the carriage of passengers and compromising no more than eight seats in addition to the drivers seat. (Kit cars can only be tested in Lisburn).

Important Information

Please note: The Driver and Vehicle Agency (DVA) may require further information or clarification regarding the completion of this application or supporting documentation you have supplied. Please be aware that DVA or the Driver & Vehicle Standards Agency (DVSA) who work in partnership with DVA may contact

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