



**THIS FORM IS FOR
NORTHERN
IRELAND IVA
APPLICATIONS
ONLY**

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IVA 1T

**APPLICATION FOR INDIVIDUAL VEHICLE APPROVAL (IVA)
O1/O2/O3/O4 TRAILERS & ENTRY INTO SERVICE CONSENT for O3/O4 TRAILERS
The Road Vehicles (Approval) Regulations 2020**

Before completing this form, you **MUST READ** and understand the information provided in the corresponding **IVA 1T 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**

Where the application is supported by a copy of a valid 'incomplete' or 'complete' EC Certificate of Conformity and the 'base' trailer has not been modified, it will not be necessary to complete the items that have a shaded (blue) background (i.e. items 4j, 4k, 4l, 6c, 6d, 6e & 7a).

SECTION A - GENERAL

1a.APPLICANT CONTACT DETAILS

(See note 1a in Guidance Notes)

Contact Name :		
Company Name (if applicable) :		
Address :		
		Postcode :
Telephone No. :		Email :

1b MANUFACTURER DETAILS (if Consent to Supply is required) Please complete the boxes below
(see note 1b in guidance notes)

Company Name:	Company Registration Number (if any)
Address:	
Postcode	Contact Tel No

2. APPOINTMENT DETAILS Please tick/complete the appropriate boxes below

(See note 2 in Guidance Notes)

NOTE: The trailer must be presented coupled to a compatible towing vehicle.

PLEASE NOTE: DATE, TIME AND LOCATION OF YOUR IVA TEST WILL BE ALLOCATED BY THE DVA IVA SECTION, BALMORAL ROAD, BELFAST AND NOT YOUR APPOINTED TEST CENTRE.

2a. When will the vehicle be available for test?	Date :	
Preferred Appointment?	Date	am/pm AM

3a. Trailer Identification Number

--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--	--

3b. What is the category of trailer?

Category O1 - Not more than 750kg

☐

Category O2 - Over 750kg and not more than 3500kg

☐Does the Trailer require testing or plating and testing? YES ☐ NO ☐

An O2 Goods Trailer requires plating if it has an Unladen Weight exceeding 1020kg and is fitted with 'power' brakes.

Category O3 - Over 3500kg and not more than 10,000kg

☐Does the Trailer require testing or plating and testing? YES ☐ NO ☐

Category O4 - Over 10,000kg

☐Does the Trailer require testing or plating and testing? YES ☐ NO ☐

(see note 3b in Guidance Notes)

3c. Trailer make and model

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3d. Type of Trailer

Full Draw Bar

☐

Centre Axle

☐

Semi Trailer

☐

3e. Date of Manufacture

Month

--

Year

--

3f. Number of axles :

--

3g. Number of steerable axles :

--

3h. Steered axle operation method

Self Steer

☐

Assisted Steer

☐

3i. Type of body (e.g. flat/box) :

--

Colour :

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SECTION B - APPROVAL

4. TRAILER COMPLIANCE

Please tick/complete the appropriate boxes below

(See note 4 in Guidance Notes)

4a (i). Is the Trailer to be directly imported into Great Britain?

YES ☐NO ☐

(ii). If 'YES' to 4a (i) above, from which country?

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(iii). Was the Trailer 'used' before being imported into Great Britain?

YES ☐NO ☐**Value Added Tax or Customs Duty** (For trailers imported from a place outside of the United Kingdom only)

Where this application is for a trailer imported from outside the United Kingdom, any Value Added Tax or customs duty charged on or arising from its importation has been or will be paid or remitted.

Important - please refer to the information in the [IVA 1T Guidance Notes](#).

If applicable, please tick here to confirm that this condition has been satisfied ►

☐

4b (i). Is it a Special Purpose Vehicle?

YES ☐NO ☐

4b (ii). If 'YES' which type of SPV?

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If STGO :

- Is the trailer to be approved for STGO only?

YES ☐NO ☐

- Is the trailer to be approved for both STGO and general use?

YES ☐NO ☐

4. TRAILER COMPLIANCE cont...Please tick/complete the appropriate boxes below ▼
(See note 4 in Guidance Notes)

4c (i). Is the trailer compliant with either a European Community Whole Vehicle Type Approval (ECWVTA) or National Small Series Type Approval (NSSTA) as :

- a **complete/completed** trailer? YES ☐ NO ☐
- an **incomplete** trailer? YES ☐ NO ☐

4c (ii). If 'NO' to 4c (i), is the trailer non-compliant ONLY because it is :

- of a height more than 4 metres, or YES ☐ NO ☐
- a low loader exempt from the turning circle requirements YES ☐ NO ☐

If 'YES' to 4c (i) or 4c (ii), please give the Approval and Variant numbers ►

If 'YES' is the trailer suitable for left hand traffic?

YES ☐ NO ☐

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

4c (iii) Does your vehicle have an eCoC?

YES ☐ NO ☐

If Yes, please attach a picture of the manufacturer's 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.

4d. Does the Trailer have a European Individual Approval Certificate from another EU country? If 'YES', please enclose a copy

YES ☐ NO ☐

4e. Has the trailer been modified since either being approved or completed to a known NSSTA or ECWVTA approval standard? If 'YES' please give details below. If 'NO' please explain why you require an IVA certificate ▼

YES ☐ NO ☐

4f (i). Has the Trailer been fitted with any electronic equipment (in addition to braking and lighting systems)?

YES ☐ NO ☐

If 'YES' what equipment is fitted?

4f (ii). Is the equipment operational when the trailer is being used on the road?

YES ☐ NO ☐

If 'YES' to 4f (ii) is the equipment approved and displaying a manufacturer's "e", "E" or "CE" approval marking?

YES ☐ NO ☐

4g. Is the trailer fitted with a Combustion Heater?

YES ☐ NO ☐

If 'YES' is the equipment approved and displaying a manufacturer's 'e' or 'E' approval marking? ►

YES ☐ NO ☐

4. TRAILER COMPLIANCE <i>(Cont)</i>		Please tick/complete the appropriate boxes below ▼ <i>(See note 4 in Guidance Notes)</i>
4h (i). Is the trailer fitted with a rear under-run device? (O3 & O4 only)	YES ☐ NO ☐	
(ii). If 'YES', is the device :		
• original trailer manufacturer's equipment?	YES ☐ NO ☐	
• an 'after market' product supplied by a component manufacturer?	YES ☐ NO ☐	
If 'YES', has it got an approval? ►	YES ☐ NO ☐	
• Calculations and/or a report to demonstrate compliance?	YES ☐ NO ☐	
If 'NO' to 4h (i) (rear under-run device), is the trailer considered exempt?		YES ☐ NO ☐
If 'YES' why is it exempt?* 		
<i>*Where the trailer is considered exempt, but not for one of the reasons listed in the O3/O4 IVA Inspection Manual, item 3B (Rear Protective Devices), please provide a photograph showing why the device would be incompatible with its use. See IVA 1T Guidance Notes.</i>		
4i (i). What is the coupling device / pin approval number? 		
(ii). Is the coupling device fitted to the manufacturer's instructions?		YES ☐ NO ☐
4j. Is the Trailer a 'One-Off' with supportive documentation from a Technical Service?		YES ☐ NO ☐
If 'YES' please give the Test Report Number (if known) :		
4k. Is the Trailer a precedent trailer that has a Test Report?		YES ☐ NO ☐
If 'YES' please give the Test Report Number (if known) :		
4l. Is the Trailer to be assessed against an existing Model Report?		YES ☐ NO ☐
If 'YES' please give the Model Report Number :		

SECTION C – SPECIFICATION

5. BRAKES, TYRES AND SUSPENSION		Please tick/complete the appropriate boxes below ▼ <i>(See note 5 in Guidance Notes)</i>
5a. What type of brake system is fitted?		
Air ☐ Hydraulic ☐ Electric ☐ Other ☐	Please state ► 	None fitted ☐
5b. Type of parking brake system e.g. cable or spring : 		
5c. Which axle(s) have parking brakes fitted?		
Axle 1 ☐	Axle 2 ☐	Axle 3 ☐
Axle 4 ☐	Axle 5 ☐	Axle 6 ☐
5d. Which tyre use condition applies? (2B, 2J, 2R etc.) <i>(Trailers requiring plating only)</i>		
		

5. BRAKES, TYRES AND SUSPENSION

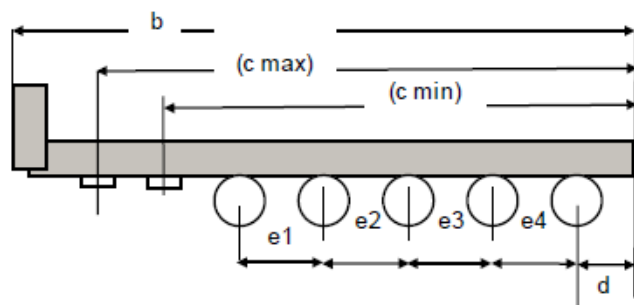
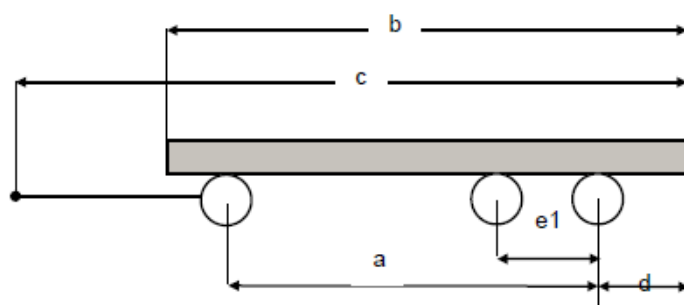
Please tick/complete the appropriate boxes below
(See note 5 in Guidance Notes)

5e. Tyre/suspension fitment details

Axle (numbered front to rear)	Tyre Size and Type	Load Index	Speed Rating	Twin or Single	Suspension Type (air, steel, hydraulic etc)
Axle 1					
Axle 2					
Axle 3					
Axle 4					
Axle 5					
Axle 6					

6. DIMENSIONS

Please complete the appropriate measurements below ▼
(See note 6 in Guidance Notes)

Semi Trailer**Drawbar Trailer**

Questions 6a to 6e below refer to the dimensions shown on the diagrams.

6a. Centre of foremost axle to centre of rearmost axle :
(Drawbar trailers **only** but **not** 'centre axle' drawbar trailers)

 mm

6b. Overall Length : mm

Overall Width : mm

In the case of an O2, O3 or O4 trailer, if an EC Certificate of Conformity is to be submitted with this application, complete STGO weights in section 7a if applicable, then go to 'Section C' – otherwise complete the remaining questions.

6c. Distance from centre of coupling to the back of the trailer :

Minimum : mm

Maximum : mm

6d. Distance between centre of rearmost axle and the back of the trailer : mm

6e. Distance between axle centres (multi-axle trailers only) :

1-2 mm 2-3 mm 3-4 mm 4-5 mm 5-6 mm

7. WEIGHTS

Please tick/complete the appropriate boxes below ▼

7a. Trailer Weights (kg) :

	Maximum Weight (intended) in United Kingdom	Maximum Design Weight	Maximum Weight for STGO (if applicable)	Steered Axle (S)
Gross Weight				
Axle 1				
Axle 2				
Axle 3				
Axle 4				
Axle 5				
Axle 6				
Maximum design load imposed on drawing vehicle ►				

Mass of trailer with bodywork in running order (O3 & O4 only) :

kg

SECTION C – DECLARATION, SIGNATURE AND DATA PROTECTION**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 or by calling 0300 200 7861.

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 may contact you in order to process the application.

DECLARATION – I confirm that, as far as I know, all statements in this application are true and copies of the evidence of eligibility of compliance are true copies of the original documents.

Date:

Signature:

(We will accept a typed signature)

Print Full Name:

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

Please complete Annex 'A' ON PAGES 7 & 8

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ANNEX A

(See note "Annex A" in Guidance Notes)

This application is required to be supported by evidence of Directive compliance. Please indicate what evidence is being provided in respect of the items listed.

Where this application is made using an EC Certificate of Conformity, it will be necessary to demonstrate by original evidence from the manufacturer, which Directives are included within the approval to which the certificate relates.

As an alternative to compliance with the listed Directives evidence of compliance with the comparable ECE Regulations will be acceptable.

Note: For assessment purposes an authorised copy of the evidence of compliance will be acceptable in most cases.

YOU MUST PRODUCE THE ORIGINALS OR EVIDENCE OF AN EMAIL DOCUMENT TRAIL TO THE ORIGINS OF THE INFORMATION AT THE TIME OF TEST

MANDATORY EVIDENCE OF DIRECTIVE COMPLIANCE REQUIRED

ITEM NO	SUBJECT	DIRECTIVE REQUIREMENT	TEST REPORT, MODEL REPORT OR APPROVAL NUMBER OR STATEMENT DEMONSTRATING COMPLIANCE	PHOTOCOPY INCLUDED 'Y/N'
3B	Rear Under-Run (O3/O4 only) *see Guidance notes	70/221/EEC to 2006/20/EC		
5	Steering Effort (O3/O4 only) (if fitted)	70/311/EEC to 1999/7/EC		
9	Braking (Power Brakes) (O2/O3/O4)	71/320/EEC to 2002/78/EC		
9a	Braking (Inertia / over-run brakes) O1 if fitted and O2 Control Device (Coupling)	71/320/EEC to 98/12/EC or 71/320/EEC Annex VIII Appendix 2 & 3		
9b	Braking (Inertia / over-run brakes) O1 if fitted and O2 Foundation Brake	71/320/EEC to 98/12/EC or 71/320/EEC Annex VIII Appendix 2 & 3		
9c	Braking (Inertia / over-run brakes) O1 if fitted and O2 Compatibility Calculations	71/320/EEC to 98/12/EC or 71/320/EEC Annex VIII Appendix 4		

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ITEM NO	SUBJECT	DIRECTIVE REQUIREMENT	TEST REPORT, MODEL REPORT OR APPROVAL NUMBER OR STATEMENT DEMONSTRATING COMPLIANCE	PHOTOCOPY INCLUDED (Please indicate)
4	Rear Registration Plate Space	70/222/EEC		
10	EMC (O3/O4 only)	72/245/EEC to 2006/28/EC		
18	Statutory Plates	76/114/EEC to 78/507/EEC		
20	Installation Of Lights	UNECE Reg.48.03		
21	Retro Reflectors	76/757/EEC to 97/29/EC		
22	End Outline, Position, Stop and Side Marker Lamps	76/758/EEC to 97/30/EC		
23	Direction Indicators	76/759/EEC to 99/15/EC		
24	Rear Registration Lamp(s)	76/760/EEC to 97/31/EC		
28	Rear Fog Lamp(s)	77/538/EEC to 99/14/EC		
29	Reverse Lamps(s)	77/539/EEC to 97/32/EC		
36	Heating system (if fitted) *see Guidance Notes	2001/56/EC to 2006/119/EC		
42	Lateral Protection (O3/O4 only)	89/297/EEC		
43	Spray Suppression (O3/O4 only)	91/226/EEC		
45	Safety Glass	UNECE Reg. 43.00		
46	Tyres	92/23/EEC to 2005/11/EEC		
48	Masses and Dimensions	97/27/EC to 2003/19/EC		
50	Couplings	94/20/EC		

PLEASE NOW COMPLETE SECTION E ON PAGE 9 – PAYMENT DETAILS

SECTION D PAYMENT DETAILS

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 IVA test fee's on the NI Direct 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 give not more than 3 working days notice prior to the appointment date then:

The whole fee will be forfeited

Date :

Signature :

(We will accept a typed signature)

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 on our website – www.nidirect.gov.uk



IVA 1T GUIDANCE NOTES
APPLICATION FOR INDIVIDUAL VEHICLE APPROVAL (IVA)
01/02/03/04 TRAILERS & ENTRY INTO SERVICE CONSENT - 03 / 04 TRAILERS
CATEGORY VEHICLES

Section A - General

NOTE: Dangerous Goods Vehicles - A trailer that has been used for the carriage of dangerous/ hazardous goods will not be accepted for examination unless it has been rendered safe by cleaning or purging. A declaration of suitability may be requested prior to examination. Non compliance will result in a refusal to examine the vehicle.

If this IVA application is for a trailer that is required to comply with Regulation 7 (Consent to Supply) of the Road Vehicles (Approval) Regulations 2020, it will also be considered to be an application under these regulations in respect of 'Consent and Supply'. If a trailer is already approved as a complete trailer and is subsequently modified prior to the issue of a consent to supply, such that the approval is no longer valid, further approval (e.g. IVA) in the modified condition will be required.

Trailers submitted for an IVA are required to be complete. The trailer must be fitted with all the equipment necessary for it to be used on the road.

Where the application is for a 'complete' trailer and is supported by a copy of an EC Certificate of Conformity it will **not** be necessary to complete the items that have a shaded (blue) background. (4j, 4k, 4l, 6c, 6d, 6e and in part 7a).

If the trailer has been previously used and has a date of manufacture more than 12 months prior to an application for consent to supply, a roadworthiness test will also be required. A separate application should be made for the roadworthiness test to be conducted. The trailer must be presented coupled to a compatible towing vehicle suitable to enable all the testable items to be fully assessed.

An application for a statutory Individual Vehicle Approval is subject to the provisions of the Road Vehicles (Approval) Regulations 2020. This includes specific provisions pertaining 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.

1a. APPLICANT CONTACT DETAILS

Please include the full name and address including postcode.

For limited companies, partnerships or sole proprietor, the registered name should be given. If a trading name is used, it should be given.

If applying under a company please supply a contact name and number, and email address.

1b MANUFACTURER DETAILS

If applying for 'Consent to Supply', please provide full details of the manufacturer including company registration number if applicable.

2. APPOINTMENT DETAILS

PLEASE NOTE: THE DATE, TIME AND LOCATION OF YOUR IVA TEST WILL BE ALLOCATED BY THE IVA SECTION, BALMORAL ROAD, BELFAST 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 test centre 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. TRAILER DETAILS

3a. Trailer Identification Number

For 17 digit chassis numbers please provide the number in full. The Trailer Identification Number must be made up of 17 alpha and numeric characters having at least 2 alpha characters. See the [Trailer Inspection Manual](#) Item 18 'Statutory Plates' for full specification.

3b. What is the category of trailer?

Category O1 – Trailers with a maximum mass not exceeding 750kg.

Category O2 – Trailers with a maximum mass exceeding 750kg but not exceeding 3,500kg.

Category O3 – Trailers with a maximum mass exceeding 3,500kg but not exceeding 10,000kg.

Category O4 – Trailers with a maximum mass exceeding 10,000kg.

In the case of a semi trailer or centre axle trailer “maximum mass” is the load transmitted to the ground when coupled to a towing vehicle and fully laden to its maximum load.

3e. Date of manufacture

This is the date the trailer was completed to the extent that it can be inspected to the full IVA inspection criteria. You can get the date your trailer was made from the manufacturer's information plate or the manufacturer.

3f. Number of axles

O1 and O2 trailers exceeding 7.0 metres in length must have 2 axles.

Note - The drawbar or drawbeam can be classed as the coupling device and this excluded when the measurement takes place (unless it has a function beyond a coupling device - e.g. it has a box on which it carries a load).

SECTION B - APPROVAL

4. TRAILER COMPLIANCE

In support of this application, it is necessary to provide evidence of compliance with the “Relevant Directives”.

“**Relevant Directives**” for a trailer are those relating to brakes, steering effort (if a steered axle is fitted) and in addition for trailers of O3 and O4, rear under-run.

Demonstrating compliance can be achieved by one or more of the following methods

- ◆ **Directive Compliance.** Showing that European Approval Standards are met – by, for example, documentary evidence from the manufacturer. This may be demonstrated by a copy of a Certificate of Conformity for the trailer together with a manufacturer's declaration (see Annex 'A') as to which Directive items the trailer's approval covers. Alternatively a letter from the manufacturer, listing the European Community (EC) Directives that the trailer met at the time it was made. You must send a copy of this with the application; however, **you must produce the originals or evidence of an email document trail to the origins of the information at the time of test.**
- ◆ **Comparison Test.** A comparison check at a designated Technical Service (Test Laboratory) with a known type approved trailer.
- ◆ **Directive Test.** Physically having a test conducted at a designated Technical Service (Test Laboratory) to the appropriate Directive standard.
- ◆ **Model Report.** The use of a Model Report compiled from data obtained from a designated Technical Service (Test Laboratory).

4. TRAILER COMPLIANCE

4a. Value added tax or Customs Duty.

(For trailers imported from a place outside of the United Kingdom only.)

Please tick the check box in this section when applicable. By doing so and signing the declaration in section C, you declare that this condition is satisfied.

This declaration is necessary for all trailers imported into the United Kingdom but is not required for those trailers constructed within the United Kingdom or those transferred after first use between Great Britain and Northern Ireland. Trailers imported from outside the European Union must have import duty and VAT identified on a Single Administrative Document HMRC form C88 and certified discharged by HMRC form N3. Trailers imported to the United Kingdom from elsewhere within the European Union must have the acquisition tax due identified at outputs box 2 of the relevant VAT quarterly return. For more information on this item only see www.hmrc.gov.uk or contact HMRC enquiries on 0845 010 9000

4b (i). Is it a Special Purpose Vehicle (SPV)?

A 'Special Purpose Vehicle' (SPV) means a vehicle intended to perform a function that requires special body arrangements and/or equipment. For the purposes of IVA, Special Purpose Vehicles include trailer caravans.

4b (ii). Is the vehicle to be approved for both STGO and general use?

STGO relates to a vehicle operating under the Motor Vehicles (Authorisation of Special Types) Order (Northern Ireland) 1997. If the trailer is to be approved for dual use, evidence of brake compliance will be requested at the maximum design weights for both modes of operation.

4c. Is the trailer compliant with either a European Community Whole Vehicle Type Approval (ECWVTA) or National Small Series Type Approval (NSSTA) as a complete/completed or incomplete vehicle?

For definitions of 'incomplete', 'complete' and 'completed' please check our website

<https://www.infrastructure-ni.gov.uk/publications/individual-vehicle-approval-scheme-ni-information-guide> or via the **IVA SECTION** – 02890 541841 or by e-mail to Specialist.testingDVA@infrastructure-ni.gov.uk.

If the trailer has been approved, it will be capable of being issued with an approval certificate e.g. as an 'incomplete' trailer. If the trailer is non-compliant with an ECWVTA or NSSTA 'complete' or 'completed' approval but only due to being over 4 metres high or is a 'low loader' trailer that is non-compliant with the EC requirements for 'turning circle' and in either case no changes have been made to the trailer, it will be possible in some cases to obtain an IVA certificate without an examination. The answer to 4c (ii) would be 'YES' in this case.

The maximum height of an EC approved trailer under Directive 97/27/EC (Masses and Dimensions) is 4 metres. United Kingdom has a derogation allowing a trailer to be of a height greater than 4 metres. Where a trailer is of a type issued with an approval in a member state but has been built to a height greater than 4 metres for operation in United Kingdom, complete this item. There is also an exemption for certain low loader trailers in respect of the EC turning circle requirements.

4c (iii). Does your vehicle have an eCoC?

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

4e. Has the trailer been modified since either being approved or completed to a known NSSTA or ECWVTA approval standard?

Modifications to any part of the vehicle must be indicated in this section if you have ticked 'YES'. Please list all the changes/additions that have been made to the vehicle (i.e. fitting body, tail lift, winch, towing attachment, crane etc).

Where the trailer is approved or built to a known approval standard which is no longer valid and no modifications or changes have been made, please indicate why the approval is no longer valid i.e. the reason for requiring an IVA e.g. 'non-compliant with EC height limits'.

4. TRAILER COMPLIANCE

4f (i). Has the trailer been fitted with any electronic equipment (in addition to braking and lighting systems)?

4f (ii). Is the equipment operational when the trailer is being used on the road?

This item relates to compliance with the EMC requirements (Electro Magnetic Compatibility). Please advise us of any electronic equipment fitted to the trailer, in addition to the items fitted on the braking system and the lighting system. If equipment is fitted, it is required to meet directive requirements as demonstrated by a manufacturer's approval marking if it is in operation when the trailer is travelling on the road.

4h (i). Is the trailer fitted with a rear under-run device? (O3 & O4 only)

Vehicles that are eligible for a specific exemption are listed in the **O3/O4 IVA Inspection manual, item 03B (Rear Protective Devices)** – www.gov.uk/vehicleapproval. A tail-lift or other device stored (when not in use) in a position where a rear under-run device would otherwise be required is itself required to meet the rear under-run Regulations if applicable to the vehicle. Separate evidence of compliance is required. Please refer also to **Note Annex A, Item 3b**. If you consider the vehicle to be exempt from the rear under run requirements due to the device being incompatible with the vehicle use, **please include photographs with your application**.

4i (i). What is the coupling device / pin approval number?

This relates to the Type Approval number of the coupling eye of a centre axle or drawbar coupling and the coupling pin on a semi trailer. The information will be available from the manufacturer of the component.

4j. Is the trailer a 'One-Off' with supportive documentation from a Technical Service?

A 'One-Off' trailer is one that will be tested as an individual trailer where the information provided will include documentation from a Technical Service (a Test Laboratory) that will not be used for any other trailer applications.

4l. Is the trailer to be assessed against an existing Model Report?

A Model Report is a document created as a result of a trailer being submitted to a Technical Service (a designated Test Laboratory) and being fully documented such that the report can be used to establish compliance on future trailers of the same specification.

If presenting a trailer 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.

If you want your trailer to be tested against an existing Model Report, we may choose to carry out a 'compliance check'. This a check we carry out on a sample of vehicles to make sure that :

- they are built to the same specification as the original vehicle described in the Model Report (the original vehicle having been tested and found to meet the relevant technical requirements) and;
- they actually meet the technical requirements and are built to the specification described in the Model Report.

5. BRAKES, TYRES AND SUSPENSION – item 5 needs to be completed in all cases.

5a. What type of brake system is fitted?

This question relates to the basic mode of operation of the braking system. Where a braking system is primarily operated by air, although incorporating an electronic control system e.g. ABS or EBS, the system is considered to be an “Air” system.

A **hydraulic system** is one that is primarily hydraulic and may be air or vacuum assisted.

An **electric brake** is one where the foundation brake is operated solely by electrical energy.

5d. Which tyre use condition applies? (2B, 2J, 2R etc.)

The tyre use conditions provide for the use of tyres of a lesser capability under specified conditions.

TYRE CODE	CONDITION
2B	No special condition.
2J	The use on roads of the trailer is limited at times by a local authority, or a person acting in pursuance of a contract with local authority, for road cleansing, road watering or the collection or disposal of refuse; night soil or the contents of cesspools, or for the purposes of the enactments relating to weights and measures or the sale of food and drugs and at speeds not in excess of 40mph and only within a radius of 25 miles from the permanent base from which it is normally used.
2R	The use on roads of the vehicle is limited at all times to speeds not in excess of 50mph and subject to the requirement to display at the rear a “50” plate in accordance with the Road Vehicles (Construction and Use) Regulations (Northern Ireland) 1999, Schedule 16.
2M	Operation of a low platform trailer fitted with tyres of 20 inch rim diameter or below and carrying a rectangular plate 7” x 9” displaying two letter “L”.

5f. Tyre/suspension fitment details

Please specify the tyre size and type. The size and type can be obtained from the manufacturer’s side wall markings e.g. 8.5R 17.5, or 10R 22.5, the type being “Radial” or “Crossply”.

The “load index” and “speed rating” are also displayed on the tyre side wall markings, a typical marking being e.g. “156/150L”. “156/150” being the code that is used to establish the tyre’s carrying capacity and the speed rating (e.g. “L”) being the code indicating the speed up to which the tyre can carry the designated weight.

“Twin or Single” indicates whether the tyres are fitted in twin or single formation i.e. two on each side of the axle or one on each side of the axle.

6. DIMENSIONS

6a. Centre of foremost axle to centre of rearmost axle.

When completing the application in respect of a centre axle drawbar trailer, disregard this question.

6b. Overall Length – The maximum length of the vehicle excluding:-

- ◆ Rear registration plates
- ◆ Lighting equipment
- ◆ Access steps and hand-holds
- ◆ Lifting platforms, access ramps and similar equipment in *running order* (i.e. in the position they would be on a moving vehicle), not exceeding 300mm, provided that the loading capacity of the vehicle is not increased.
- ◆ Coupling devices (coupling and drawbeam unless drawbeam serves as a load platform).
- ◆ Trolley booms of electrically-propelled vehicles

Overall Width – The maximum width of the vehicle at its widest point excluding:-

- ◆ Tyre-pressure or tyre failure indicators
- ◆ Protruding flexible parts of the wheelguards
- ◆ Lighting equipment
- ◆ Access ramps in *running order* (i.e. in the position they would be on a moving vehicle), provided that they do not exceed 10mm from the side of the vehicle and the requirements of section 16 (Exterior Projections) are met
- ◆ Retractable steps
- ◆ The deflected part of the tyre walls immediately above the point of contact with the ground
- ◆ Handles and hinges of external lockers
- ◆ Trim protruding not more than 10mm from the bodywork.

6c. Distance from centre of coupling to the back of the trailer

Please specify minimum and maximum dimensions where coupling, axles or chassis incorporate variable positions.

7a. Trailer Weights

Mass of trailer with bodywork in running order is the weight of the trailer unladen including tools and spare wheel if normally carried on the trailer.

SECTION C – DATA PROTECTION, DECLARATION & SIGNATURE

Please ensure the form is signed, dated and your name printed in full. If the application is to be submitted electronically, please ensure your name is typed into the signature space

ANNEX A

This application is required to be supported by evidence of compliance with certain EC Directives. Where this evidence is not available from the trailer manufacturer, you will be responsible for providing the required information. Some of the options available to achieve this are listed in the "Trailer Compliance" section of these notes.

Item 3B – Rear Under-run

Where the trailer is required to have a rear under-run device and has a date of manufacture from **29th April 2009**, evidence of EC Directive compliance is required. This can be in the form of documentary evidence of EC Approval from the trailer or component manufacturer. As an alternative to providing Directive compliance, evidence can be demonstrated by submitting a test report witnessed by the Approval Authority or calculations that confirm the equipment and its securing arrangements comply with the Directive strength requirements that have been considered and found to be satisfactory to the Approval Authority.

For a list of the trailers that are exempt from the rear under-run requirements, please refer to the O1 – O4 Inspection manual item 03B – Rear Protection Devices (www.businesslink.gov.uk/ivainspectionmanuals). Devices fitted to trailers manufactured before **29th April 2009** do not need an Approval but will be subject to visual inspection.

Item 9 – Braking

In the case of a trailer having an over-run braking system, it is necessary to provide either an approval or test report for the completed trailer. Alternatively evidence of Directive compliance (e.g. an approval or Test report) for the brake control device and the foundation brakes (braking components fitted to each axle) and also a compatibility report (confirming compatibility between the control device and the foundation brakes) from a brake system manufacturer or a technical service.

SECTION D – PAYMENT DETAILS

D. PAYMENT DETAILS – CANCELLATION & REFUND

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 IVA test fee's on the NI Direct 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 :

3. 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]

4. If you give not more than 3 working days notice prior to the appointment date then:

The whole fee will be forfeited

Important Information

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.