

Notice of appeal against a refusal to issue a Reduced Pollution Certificate



Vehicle & Operator Services Agency

VEHICLE EXCISE AND REGISTRATION ACT 1994 S. 61B

ROAD VEHICLES (REGISTRATION AND LICENSING) REGULATIONS 2002

PLEASE READ THE NOTES ON PAGES 3/ 4 AND COMPLETE THIS FORM IN BLOCK LETTERS

I/We would like to appeal to the Secretary of State for Transport against the refusal to issue a Reduced Pollution Certificate for the vehicle described below:

Appellant's name

Address

Postcode :

Contact name for correspondence

Daytime telephone number

Name and number of Goods Vehicle Testing Station where issue of Reduced Pollution Certificate refused

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Serial number of Notification of Refusal to Issue a Reduced Pollution Certificate given to you

	Date of issue of Refusal Notification	
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Was the Notification of Refusal given to you as a result of a test to clear a Rectification Notice?

	or a test for routine renewal (yes/no)?	
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Is this a first or second appeal ? (Please write first or second as appropriate)

	Date of last appeal hearing if any	
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Your vehicle make

Model type

Registration no.

Chassis no. or VIN

Year of make of vehicle

Engine make & type

Taxation class of your vehicle

If HGV, Gross Vehicle Weight

If PSV, seating capacity

Please tick below those days and times when it will be convenient for your vehicle to be submitted for the appeal:

Monday		Tuesday		Wednesday		Thursday		Friday	
AM:	PM:	AM:	PM:	AM:	PM:	AM:	PM:	AM:	PM:

Have any changes been made to your vehicle since the issue of the Notification of Refusal?

Yes: ☐ No: ☐

If changes have been made to your vehicle since the issue of the Notification of Refusal please give EXACT details below:

Please give below your reasons for making this appeal:

Please use the space below to give any other information you think may be relevant to the appeal:

I declare that to the best of my knowledge and belief all statements in this application are true.

Signed

Dated

(Appellant or person acting for appellant)

Data Protection

The personal information you provide on this form will be used for the purposes of VOSA's statutory functions. It will not be disclosed to other organisations unless required or permitted by law. For further information, visit our Information Charter available from VOSA's website: www.vosa.gov.uk

NOTES

1. This appeal procedure relates to Reduced Pollution Tests carried out for first issue or renewal of Reduced Pollution Certificates or for tests carried out to clear Reduced Pollution Rectification Notices. If however you wish to complain against the issue of a Reduced Pollution Rectification Notice (RPC5) you should refer to your local Road Traffic Enforcement Area Office. Information regarding addresses and telephone numbers of the appropriate local office is available at Vehicle and Operator Services Agency main offices or at your local Goods Vehicle Testing Station.
2. An appeal against a refusal to issue a Reduced Pollution Certificate after a Reduced Pollution Test will be considered if this form is fully completed and is received at VOSA within 14 days of the date of issue of a Notification of Refusal to Issue a Reduced Pollution Certificate. Send this form to Vehicle and Operator Services Agency, Testing & Support Services (RPC), Ellipse, Padley Road, SWANSEA SA1 8AN and **NOT** direct to your local Goods Vehicle Testing Station. You will be contacted and arrangements made for an appeal test at a mutually convenient time and place, wherever possible.
3. No fee is payable for an appeal against a refusal to issue a Reduced Pollution Certificate.
4. Please ensure that you retain the copy (copies) of the Notification(s) of Refusal to Issue a Reduced Pollution Certificate against which you are appealing and take it (them) with you for inspection at the appeal test together with any unexpired Reduced Pollution Certificates you already hold in respect of the vehicle, if they have not already been retained by the testing station. Please also take any Annual Test Certificates you were issued at the time that the Reduced Pollution Certificate was refused to the appeal test. **Do not enclose any Notifications or Certificates with this application form.**
4. It is important that the vehicle is in the same state at the appeal test as it was when it was inspected and the Refusal Notification(s) issued. Any changes in the condition of the vehicle which have occurred since then for any reason **must** be declared on this form. They may affect the outcome of the appeal.
5. At the appeal test the reasons given for refusal of a Reduced Pollution Certificate will be considered, and an inspection made of the vehicle by an inspecting officer of the Vehicle and Operator Services Agency to determine whether the requirements of the Road Vehicle (Registration and Licensing) Regulations are fully satisfied in respect of the Reduced Pollution requirements in Schedule 2. In order to do this it will be necessary to expose the engine, exhaust system and any other special fitments that enable the vehicle to emit reduced pollution. The person presenting the vehicle for appeal must be able to tilt cabs or remove inspection panels etc as required to enable this examination to be readily carried out, as for the normal Reduced Pollution Test procedure. Vehicles presented at appeal will be required to undergo a free acceleration smoke opacity meter test and must be in a suitably well maintained condition for this to be carried out. Additionally, vehicles which normally carry dangerous goods must be presented safe for test. The inspecting officer may refuse to carry out an appeal test if the vehicle is not presented in a suitable condition.
6. If the vehicle is found at appeal to satisfy the Reduced Pollution requirements of the Regulations then a new Reduced Pollution Certificate will be issued, dated to expire at the end of a month compatible with your new Annual Test Certificate, if the

Reduced Pollution test under appeal was carried out in conjunction with an Annual Test for renewal purposes; between 22 and 23 months ahead if the appeal relates to a first Reduced Pollution Test; or between 12 and 13 months ahead if the appeal related to a second or subsequent Reduced Pollution Test not carried out in conjunction with an Annual Test.

7. If the vehicle is found at appeal not to satisfy the Reduced Pollution requirements of the Regulations another Notification of Refusal to Issue a Reduced Pollution Certificate will be issued. You must then take steps within 14 days to repair or modify your vehicle and have it retested, or re-tax your vehicle at the standard rate. Alternatively if you still feel that the refusal is unjust you may make a second appeal against the inspectors decision within 14 days, again using this form RPC3 and indicating in the appropriate box that it is a second appeal. No further appeal may be made following an unsuccessful second appeal.

THIS PART IS FOR OFFICIAL USE ONLY

Appeal undertaken by

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VTs

Date and time

RPC 1 no.

RPC 2 no.

Cashier

Refund
VTs fee if
applicable
AM/STE sign
Date

SUPPLEMENTARY NOTES AND REMARKS

*An executive agency of the
Department for
Transport*