CATEGORIES OF DOCUMENTS

The following registers/documents are kept by the Department for its smooth functioning:

I. Establishment Section:
   1. Pay Bill Register
   2. Coyte geyt Advayce Register
   3. Advayce Register
   4. HBA/MCA Register of Ayd f les
   5. Med cal Re mbusement Register
   6. Tut oy Fees/CEA Register
   7. Stamp Account Register
   8. Despatch Register
   9. Income Tax Register/Files
   10. Cash Book
   11. Uyd sbursed Pay Register
   12. Register of Valuables
   13. Stock Register
   14. Service Book
   15. Leave Register
   16. Attendance Register
   17. CL Register

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II. Details of FORMS / Avavailable Forms Prescribed under CMVR, 1989 y

1. FORM -1 - Declaration of Physical fitness
2. FORM -IA - Medical certificate
3. FORM-2 - Application for LLR
4. FORM-3 - LLR
5. FORM-4 - Application for Licence
6. FORM-5 - Driving Licence
7. FORM-6 - Book type Driving Licence
8. FORM-7 - Lamination card type Licence
9. FORM-8 - Application for addition of new class in the D.L
10. FORM-9 - Application for renewal of D.L
11. FORM-10 - State Register of D.L
12. FORM-11 - Driving school Licence
13. FORM-12 - Application of Driving school licence
14. FORM-13 - Application for Renewal of driving Licence
15. FORM-14 - Register showing the enrolment of trainees
16. FORM-15 - Register showing the driving hours
17. FORM-16 - Application of Trading certificate
18. FORM-17 - Form of Trade Certificate
19. FORM-18 - Intimation of loss of Trade certificate
20. FORM-19 - Register to be maintained by holder of Trade Certificate
21. FORM-20 - Application for registration of motor vehicle
22. FORM-21 - Sale Certificate
23. FORM-22 - Initial certificate of Compliance with Pollution standards etc.,
24. FORM-22A - Initial certificate of Compliance with pollution standards etc. (When body is fabricated separately)
25. FORM-23 - Certification of Registration
26. FORM-24 - Register of motor vehicles
27. FORM-25 - Application renewal of R.C.
28. FORM-26 - Application for Duplicate of R.C
29. FORM-27 - Application for Re-Registration
30. FORM-28 - Application of N.O.C
31. FORM-29 - Notice of Transfer of ownership
32. FORM-30 - Application for intimation of Transfer
33. FORM-31 - Application for T.O. in the name of person succeeding to the possession of the vehicle
34. FORM-32 - Application for T.O. purchased in public auction
35. FORM-33 - Intimation of change of address
36. FORM-34 - Application for HPA/HPN
37. FORM-35 - Application for HP Termination
38. FORM-36 - Application for fresh R.C.
39. FORM-37 - Notice to vehicle owner
40. FORM-38 - Certificate of fitness
41. FORM-39 - Letter of authority issued to and authorised testing station
42. FORM-40 - Application form for grant letter of authority.
43. FORM-41 - State register of motor vehicles
44. FORM-42 - Application to register vehicles of the Diplomatic Consulate Officer
45. FORM-43 - R.C.to vehicles of the Diplomatic consulate Officer
46. FORM-44 - Intimation of C.A/fresh registration on behalf of Diplomatic Consulate Officer.
47. FORM-45 - Application for T.V. permit
48. FORM-46 - Application for authorisation for T.V/N.P Vehicles
49. FORM-47 - Authorisation
50. FORM-48 - Application for grant of N.P
51. FORM-50 - Bill of Loading
52. FORM-51 - Certificate of insurance
53. FORM-52 - Cover note
54. FORM-53 - Exemption for insurance
55. FORM-54 - Accident information report
56. FORM-55 - Application for approval of foreign insurer
57. FORM-56 - Notice to cease to act as guarantor
58. FORM-57 - Certificate for foreign insurance
59. FORM-58 - Endorsement on certificate of foreign insurance

Forms prescribed under Rent A Cab Scheme, 1989

60. FORM-1 - Application for grant of license for Rent motor cab (main office)
61. FORM-2 - Application for grant of license for Rent motor cab (Branch office)
62. FORM-3 - Licence for rent motor cabs (Main office)
63. FORM-4 - Licence for rent motor cabs (Branch office)
64. FORM-5 - Register to be maintained by Rent motor cab licencee
65. FORM-6 - Register to be maintained by Rent motor cab Licencee (If hired to foreigner)
66. FORM-7 - Complaint book

Forms prescribed under Rent A Motor cycle scheme, 1997

67. FORM-1 - Application for grant of Licence for Renting motor cycles
68. FORM-2 - Licence of Renting Motor cycles
69. FORM-3 - Register to be maintained by the Licencee
70. FORM-4 - Register to be maintained by the Licencee (If hired to foreigner)

71. FORM-5 - Complaint Book Motor vehicles (All India permit for Tourist Transport operators) Rules, 1993

72. The first schedule - Forms of application for issue of an authorization Certificate

73. The second schedule - Authorization certificate

74. The Third schedule - Quarterly Return

75. Fourth schedule - Eligibility

76. Fifth schedule - Application form for Recognition as approved Tourist Transport operator

77. Sixth schedule - Certificate of Recognition

III. Forms prescribed under P.M.V.R, 1989

78. FORM-LLD - Intimation of loss of D.L

79. FORM-ATVA - Form of application for authorisation to drive Tr. vehicle.

80. FORM-ATVI - Form of intimation of grant of an authorisation to drive Transport Vehicle

81. FORM-ATV - Form of authorisation to be carried by a driver Tr. vehicle

82. FORM-LBLD - Intimation of loss of Badge

83. FORM-L.CON.Tem.A - Form of application for Temp. Conductor Licence to a driver of stage carriage

84. FORM-L.Con.Tem - Temporary Conductor Licence

85. FORM-L.Con.A - Form of application for conductor Licence

86. FORM-M.C.Con - Form of medical certificate for a Conductor

87. FORM-L.Con - Conductor Licence

88. FORM-L.Con.R.A. - Form of application for renewal of Conductor Licence

89. FORM-L.Con-R-I - Intimation to the L.A. of renewal of C.L
90. FORM-L.Con-L.D - Intimation of loss of C.L. and application for duplicate
91. FORM-L.Con.B.L.D - Intimation of loss of conductor badge and application for Duplicate
93. FORM-C.R.Temp - Temporary certificate of registration
94. FORM-C.R.Temp.I.A. - Application for Temporary R.C. of Imported vehicles
95. FORM-CFA - Application for certificate of Fitness
96. FORM-CFRA - Application for certificate of Fitness
97. FORM-C.F.Sub.- Temporary Authorisation permitting use of a vehicle when F.C. has expired
98. FORM-C.F.sub.DAM - Temp. Authorisation permitting the use of a damaged vehicle
99. FORM-C.F.X - Notice of cancellation of F.C
100. FORM-C.F.X.R - Form for restoration of F.C
101. FORM-C.F.L.D. - Intimation of loss of R.C
102. FORM-C.F.D.AM - Intimation of damage of F.C. & Application for Duplicate
103. FORM-C.R.T.I - Communication to R.A. of T.O. of a motor vehicle
104. FORM-RMI - Intimation of assignment of new Reg. mark to or R.A
105. FORM-N.A.M.V - Notice for alteration in motor vehicle
106. FORM-IVS - Intimation of stolen vehicle
107. FORM-RVS - Stolen vehicle register maintained by the R.A
108. FORM-IVSRI - Intimation of the recovery of the stolen vehicles
109. FORM-P.St.C.A - Application for permit of a stage carriage
110. FORM-P.co.CA - Application for permit of a contract carriage
111. FORM-P.GO.C.A. - Application for permit of a Goods carriage
112. FORM-P.Temp.A - Application for temporary permit
113. FORM - P.Pr.S.V.A - Application for a permit of P.S.V
114. FORM - P.SP.A - Application for special permit
115. FORM - P.St.C. (Part A) - Permit for stage carriage
116. FORM - P.St.c. (Part B) - Permit for stage carriage
117. FORM - P.CO.C (Part C) - Permit for contract carriage
118. FORM - P.CO.C (Part D) - Permit for contract carriage
119. FORM - P.GO.C (Part A) - Permit for goods carriage
120. FORM - P.GO.C (Part B) - Permit for goods carriage
121. FORM - P.Tem. - Temporary permit
122. FORM - P.Pr.S.V. (Part - A) - Permit for P.S.V
123. FORM - P.PV.S.V (Part - B) - Permit for P.S.V
124. FORM - P.SP. - Special permit
125. FORM - T.V.P. (Part A) - permit for Tourist vehicle
126. FORM - T.V.P. (Part B) - permit for Tourist vehicle
127. FORM - N.P.GO.C (Part A) - Permit for Goods carriage
128. FORM - N.P.GO.C (Part B) - Permit for Goods carriage
129. FORM - P.R.A - Application for Renewal of permit
130. FORM - P.Rep.A - Application for replacement of vehicle
131. FORM - P.Tr.A - Joint application for Transfer of permit
132. FORM - P.Tr.D.A - Intimation of the death of permit holder and Transfer of permit
133. FORM - P.Tr.D.N - Publication in respect of the death of permit holder
134. FORM - L.Ag.Pu.S.V - License to agent
135. FORM - L.Ag.PU. S.V.A - Application for agent License P.S.V
136. FORM - L.Ag.Go.A - Application for Agents License
137. FORM - L.Ag.Go. - Agent's License
138. FORM - L.Ag.Go.R.A - Application for renewal of agents license
139. FORM - L.Ag.Go.A - Register to be maintained by an agent
140. FORM - Imp.M.V. - Inspection memo issued by AMVI/MVI

141. FORM - Tr.APP.A - Application for approval of a locally manufacturing trailer

142. FORM - Ex.M.V.A - Form of application requesting exemption for carrying loads with projection.

143. FORM - Ex.M.V. - Orders exempting motor vehicles motor for carrying loads with projections

144. FORM - MACTA - Motor vehicle accident particulars

145. FORM - P.S.A - Permit surrender

IV. Forms Prescribed Under P.M.V. Taxation Rules, 1967

146. FORM NO.1 - Intimation for Regular payment of tax

147. FORM NO.2 - To alter the place of License

148. FORM NO.3 - Intimation of payment of tax for temporary license

149. FORM NO.4 - Declaration of alteration to a motor vehicle