



Registering for the Low Emission Zone

Notes to help you fill in this form.

This form is to be used by owners/operators of vehicles that need to be registered with Transport for London (TfL) for the Low Emission Zone (LEZ). Please refer to Section 1 of these guidance notes for who needs to register.

It is important that you read these notes carefully before you fill in the form.

Who DOES NOT need to complete this form?

Most vehicles registered in Great Britain (GB) with the Driver and Vehicle Licensing Agency (DVLA) will already be present on TfL's register of vehicles as compliant or non-compliant with, or exempt from, the LEZ emissions standards, in which case this form does not need to be completed. You can check the information held by TfL using the vehicle compliance check at tfl.gov.uk/lezlondon or by calling 0845 607 0009.

1. Who needs to register?

You do need to complete this form for:

A) Some GB-registered vehicles:

- Showman's vehicles that may be entitled to a 100% discount from the LEZ.
- Vehicles classified on TfL's register as not meeting the LEZ emissions standards (i.e. non-compliant), but for which you can provide documentary evidence such as a type approval certificate to show that the vehicle does in fact meet the standards (e.g. a vehicle of a more advanced Euro class than was mandated at the time of first vehicle registration) or is exempt.

B) All NI-registered and non-GB registered vehicles affected by the LEZ:

- All Northern Ireland (NI) and non-GB registered vehicles affected by the LEZ will have to be registered with TfL if they are to be driven within the LEZ.

- For NI-registered vehicles this includes vehicles that have received a Reduced Pollution Certificate (RPC) from Driver Vehicle Agency (DVA) Testing. We are currently working with Driver and Vehicle Licensing Northern Ireland (DVLNI) and DVA Testing to seek to automate this process.
- NI and non-GB-registered vehicles eligible for an exemption or 100% discount that are to be driven within the LEZ will have to be registered with TfL (e.g. historic vehicles registered before 1 January 1973 or certain Showman's vehicles).






2. How the Low Emission Zone works

The LEZ will be enforced through fixed and mobile cameras which will read your vehicle registration number plate as you drive within the LEZ and check it against a register of vehicles which meet the LEZ emissions standards, or are either exempt or registered for a 100% discount, or have paid the daily charge.

If your vehicle is affected by the LEZ, it must meet the minimum emissions standards of the LEZ AND be recorded on TfL's register as compliant or be 100% discounted or exempt, in order to avoid any penalty charges.

All affected vehicles that do not meet the LEZ emissions standards, or qualify for an exemption or a 100% discount, must pay the daily charge if they are to be used within the LEZ.

Vehicles affected by the Low Emission Zone

Vehicle type and definitions		Date affected	Required emissions standards
Heavier lorries. Heavy diesel-engined vehicles exceeding 12 tonnes Gross Vehicle Weight, including goods vehicles, motor caravans, motorised horseboxes and other specialist vehicles.		February 2008 Euro III January 2012 Euro IV	All Euro III vehicles meet the LEZ standard. Vehicles first registered as new on or after 1 October 2001 are assumed to be Euro III, so will meet the LEZ emissions standards. Vehicles not meeting the emissions standards could be made to do so by modifying them to meet the Euro III standard for particulate matter. Vehicles not meeting the emissions standards would need to pay a daily charge if used within the LEZ.
Lighter lorries. Heavy diesel-engined vehicles between 3.5 and 12 tonnes Gross Vehicle Weight, including goods vehicles, motor caravans, motorised horseboxes and other specialist vehicles.		July 2008 Euro III	From January 2012 the required emissions standards are raised to Euro IV. All Euro IV vehicles will meet the LEZ standard. Vehicles first registered as new on or after 1 October 2006 are assumed to be Euro IV and so will meet the LEZ emissions standards. Vehicles not meeting the emissions standards could be made to do so by modifying them to meet the Euro IV standard for particulate matter. Vehicles not meeting the emissions standards would need to pay a daily charge if used within the LEZ.
Buses and coaches. Diesel-engined passenger vehicles with more than eight seats; plus the driver's seat; exceeding 5 tonnes Gross Vehicle Weight.		January 2012 Euro IV	Vehicles not meeting the emissions standards could be made to do so by modifying them to meet the Euro IV standard for particulate matter. Vehicles not meeting the emissions standards would need to pay a daily charge if used within the LEZ.
Large vans. Diesel-engined vehicles between 1.205 tonnes unladen and 3.5 tonnes Gross Vehicle Weight and motor caravans and ambulances between 2.5 and 3.5 tonnes Gross Vehicle Weight.		October 2010 Euro III	All Euro III vehicles will meet the LEZ standard. Vehicles registered as new on or after 1 January 2002 are assumed to be Euro III, so will meet the LEZ emissions standards. Vehicles not meeting the emissions standards could be made to do so by modifying them to meet the Euro III standard for particulate matter. Vehicles not meeting the emissions standards would need to pay a daily charge if used within the LEZ.
Minibuses. Diesel-engined passenger vehicles with more than eight seats; plus the driver's seat; below 5 tonnes Gross Vehicle Weight.			

N.B. The vehicle weight is a good guide as to when your vehicle will be affected by the LEZ. If your type of vehicle does not appear here you should use the weight limits used for lorries and large vans as a guide and/or contact your vehicle manufacturer or Transport for London (TfL) for guidance.

Cars, motorcycles and small vans (under 1.205 tonnes unladen weight) are not included in the LEZ.

Gross weight/train weight of a vehicle is the confirmed maximum weight for vehicles subject to plating and testing.

Unladen weight of a vehicle is the weight of the trailer (or towing vehicle) less removable optional equipment and load.

Euro standard/class of a vehicle indicates the emissions standards to which a vehicle has been constructed, as mandated by European legislation.

Pollution abatement equipment may be fitted to the exhaust of a vehicle to improve its emissions. Normally this would be either a particulate trap or a partial filter.

When does the charge apply?

The LEZ will operate 24 hours a day, 7 days a week, every day of the year from 4 February 2008. If you wish to use your vehicle in the LEZ and your vehicle is not registered with TfL as meeting the required emissions standards, then you must pay the daily charge.

You can pay the daily charge up to 64 working days before the day of travel, on the day of travel or up to midnight on the first working day after you travel.

The charge is £200 for lorries, buses and coaches and £100 for large vans and minibuses, for each day that the vehicle is driven within the zone.

3. Who qualifies for a discount or exemption?

A small number of vehicles will be granted an exemption or 100% discount from the LEZ.

Exemptions

The following types of GB registered vehicles will automatically be exempt from the LEZ. Most of these vehicles will not need to be registered with TfL and can drive within the zone without charge.

- Vehicles designed and built for mainly off-road use, but which may use the road for limited purposes. Such vehicles include agricultural and forestry tractors, mowing machines, agricultural and farm machinery and equipment, mobile cranes and road and building construction machinery.
- Historic vehicles constructed before 1 January 1973.
- Military vehicles registered in GB.

N.B. - non-GB (including NI) registered vehicles will still need to register with TfL using this form, to be considered for an exemption.

Vehicles entitled to 100% Discount

Showman's vehicles

The 100% discount for Showman's vehicles applies only to those vehicles which have been custom built and are permanently fitted with equipment forming part of the show and following the business of a travelling showman.

Examples include:

- Vehicles modified to incorporate e.g. a generator or other piece of specialist equipment that is permanently fitted. In some cases this equipment will be inside the vehicle and so proof will be required of the vehicle interior (i.e. photographic proof with all doors open);
- Vehicles modified with a special rigid body.

N.B. - there are no further types of vehicle that are entitled to a discount.

4. How to fill in this form

Please fill in the form in BLOCK CAPITALS using black ink. Areas of the form in **bold and shaded** are mandatory and must be completed. Please give all the information we ask for. Please make sure that you sign and date the form, or we will return it to you. You must complete a separate form for each vehicle.

Please complete:

Section 1 (mandatory) About you (personal details of the registered keeper, lease or fleet manager).

Section 2 (mandatory) General vehicle details.

Section 3 (optional) Eligibility for 100% discount or Historic vehicle exemption.

Section 3.1 (optional) Further information about pollution abatement equipment fitted to the vehicle that improves its particulate matter emissions.

Section 3.2 (optional) Further information about the specific engine in the vehicle, if the vehicle was registered as new prior to 1 October 2001 but has an engine that achieves Euro III emissions standards or better or, if a replacement engine has been fitted.

Section 3.3 (optional) Further information about a fuel conversion if the vehicle has been converted to run on gas. This must be a conversion to liquefied petroleum gas (LPG) or natural gas (either compressed (CNG) or liquefied (LNG)) with a spark ignition and includes both monofuel and bi-fuel.

Section 4 (mandatory) Declaration.

Note - if you are completing the form on behalf of an organisation you must ensure that you have the necessary authority to provide and verify vehicle details on behalf of that organisation and to sign the Declaration at Section 4.

5. Documents we need to see when you register

You will need to provide the following documents with your registration form:

- A vehicle registration document (V5C or country equivalent) — please send A4 photocopies of pages 1 and 2 of the V5C. The V5C document is the vehicle registration document that the DVLA send you when first registering the vehicle in GB.

AND at least one or more of the following (if not shown on the V5C):

- If the vehicle qualifies for a 100% discount because it is a Showman's vehicle which has been custom built and permanently fitted with a special type of body or superstructure forming part of the equipment of the show, you need to provide at least four photographs of the vehicle, one from each angle: front, back and both sides. The photographs must be of a quality to allow TfL to assess whether the vehicle meets the criteria for specialist construction set out above. The vehicle registration mark (VRM or number plate) must be visible in one of the photographs. If there is any specialised equipment fitted inside or underneath the vehicle, a photograph to show this should also be provided.
- If the vehicle qualifies for an exemption because it is a vehicle designed and built for mainly off-road use, you need to provide at least four photographs of the vehicle as described above for Showman's vehicles.
- If the vehicle has had an abatement device fitted, a photocopy of an Inspection or Fitting Certificate from a recognised body (please see tfl.gov.uk/lezlondon for the current list of recognised bodies).

- If the vehicle was registered as new prior to 1 October 2001 but has an engine that achieves Euro III / 3 emissions standards or better, or, if a replacement engine has been fitted, a photocopy of the vehicle or engine Type Approval Certificate from the manufacturer. Alternatively, a written declaration on manufacturer letterhead supported by evidence such as an official manufacturer's data sheet can be supplied.
- If the vehicle has had a fuel conversion so that it runs on gas, a photocopy of the Certificate of Fitting or an Inspection Certificate from a recognised body (please see tfl.gov.uk/lezlondon for the current list of recognised bodies).
- If you are providing any other information to update TfL's register please ensure you supply adequate documentary evidence, e.g. a letter from a manufacturer confirming vehicle details or a manufacturer's data sheet.

Note - All the photocopies you send us as proof must be clear otherwise we may ask you for more proof. We will not return your proofs to you so please do not send original documents.

6. How to register

Fill in the Low Emission Zone Vehicle Registration form and send it with copies of your relevant registration documents to:

Low Emission Zone
PO Box 4544
Coventry
CV6 9DW
United Kingdom

Or, scan your form and evidence and email to lezregistrations@tfl.gov.uk

What happens next?

Please allow 10 working days for us to process your registration. If your registration is successful, we will send you an email and a letter to tell you that your vehicle is compliant with the LEZ emissions standards.

Until you receive that email or letter you will have to pay the LEZ charge at the standard daily rate if you are driving in the LEZ.

Further information

If you need more information on the LEZ, you can visit our website at tfl.gov.uk/lezlondon or phone us on 0845 607 0009. If you are calling from outside the UK, please dial (+44) 20 7310 8998. If you have hearing difficulties and use Textphone, please dial 020 7310 8999.

Caution

TfL take fraud very seriously and will be carrying out verification of the information supplied including on-street inspections and checks. Do not complete this form unless you believe the vehicle meets the LEZ emissions standards or, the vehicle is a Showman's vehicle that is eligible to qualify for the 100% discount or an exemption from the LEZ. TfL may prosecute those found committing fraud.

Data Protection

Transport for London and its agents will process your information for the operation of the LEZ scheme. Processing will include the use of cameras to record data. Your information may be disclosed to or requested from the DVLA, the Vehicle and Operator Services Agency (VOSA), the Society of Motor Manufacturers and Traders (SMMT), law enforcement agencies and other organisations for the administration and enforcement of the scheme, the prevention and detection of crime and protection of public funds. TfL randomly selects and monitors vehicles subject to a discount or exemption to identify possible fraudulent use. If you persistently fail to pay LEZ daily charges due or attempt to defraud the scheme, TfL may record your vehicle's movements and may disclose relevant details to law enforcement agencies, to assist in tracing persistent evaders and those committing fraud.