

Vehicle disposal scheme notes

- 1 The person signing the form must be the owner and registered keeper of the vehicle, or they must enclose authority to dispose of the vehicle on behalf of the owner.
- 2 The scheme is for privately owned vehicles and is limited to two vehicles per household per year.
- 3 The scheme is for residents in the Tandridge District Council area only.
- 4 Please complete the vehicle disposal form and return it to Amenity Services, Tandridge District Council, Station Road East, Oxted, RH8 0BT with the following original documents (no photocopies please).
 - 4.1 The vehicle registration document (V5). Please complete and sign section 9, tear it off and send it directly to the DVLA. Tandridge District Council will complete the new owner section and send it to the DVLA once the vehicle has been scrapped.
 - 4.2 Proof of identification such as a recent utility bill or similar document addressed to the registered keeper. Please do not send passports, driving licences or birth certificates.
- 5 Tandridge District Council must be told if there are any parts missing from the vehicle, such as the wheels, engine, doors or windows, otherwise the vehicle will not be collected.
- 6 The vehicle will not be collected if there are any loose contents left in the vehicle.
- 7 The vehicle must be accessible at the address specified on the vehicle registration document (V5).
- 8 The vehicle will normally be collected within two weeks of receipt of the form. You will be contacted by the contractor prior to collection of the vehicle.
- 9 The vehicle will be used by Surrey Fire Brigade for training purposes and then scrapped. Tandridge District Council will inform the DVLA that the vehicle has been scrapped.
- 10 The owner or registered keeper of the vehicle will remain responsible for the vehicle prior to collection. This includes responsibility for parking tickets or other offences.