

How to complete the Authorization for Vehicle Services Form.

Use these instructions and match them up with the Authorization for Vehicle Services Form. Please read both documents carefully. All items listed below should be completed on the Authorization for Vehicle Services Form.

PART 1 - OWNER/LESSEE INFORMATION

I/We, _____ --- *Owner/Operator (Lessee)* --- _____ , _____ *Drivers license Number or MVID*____
and, _____ --- *Second Owner/Operator (Co-Lessee)* --- _____ , _____ *Drivers license Number or MVID*____
give consent to, _____ --- *Prorated Carrier* --- _____ , _____ *Drivers license Number or MVID*____

PART 2 - VEHICLE INFORMATION

Vehicle Information - Complete with the details of the vehicle.

PART 3 - SERVICE TYPE REQUEST

Select Service Type - Check one box.

PART 4 – REGISTRATION PARTICULARS

- a) Check the box beside - "*Register the vehicle in the name(s) as shown below:*"
- b) Enter the Prorated Carrier --- and the MVID: example 0000-00000

PART 5 - SIGNATURES

Must have signatures of each Owner/Lessee/Registrant from PART 1 (including the Prorated Carrier)
****Needs to be the same number of signatures as there are parties from PART 1 even if someone is signing for more than one party.**

Important Information

**** Leasing Companies authorize registration in Plating Letters and should never appear on this form.**

The Authorization for Vehicles Services Form is required for the vehicles of owner/operators as well as those co-owned by the prorated carrier.

The owner/operator retains ownership, possession and exclusive use of the vehicle. They want to register their vehicle in the name of the prorated carrier in order to use their Safety Fitness Certificate (SFC) and insurance.

***** Please note: Click on the link below to open the Authorization for Vehicle Services Form.**

<http://www.servicealberta.gov.ab.ca/pdf/mv/REG0169.pdf>