APPLICATION FOR A VCC VETERAN PASSPORT ("PASSPORT")

This Application form is to be used to apply for a VCC Veteran Passport ("VP") only. Please read this information carefully before you fill in the Application form.

The London to Brighton Veteran Car Run (LBVCR) is a Royal Automobile Club event and is also organised by them. It is not organised by the Veteran Car Club (VCC) or Veteran Car Company Ltd (VCCL). However, a VP is required by an entrant to support their entry into the LBVCR where the vehicle does not currently hold a valid (pre-1905 dated) VCC/Veteran Car Services Limited/VCCL Dating Certificate.

Applications for a VP are made to VCCL using this form. Applications for a VP can only be made between 1st January and 31st July each year. An additional Late Fee will be payable for Applications received between 1st June and 31st July. Please see the Schedule of fees in Section B of this Application form for full details. Where possible, all Applications will be determined by the 31st August each year. **Not all Applications for a VP are successful;** about 1 in 5 are declined. Applications received after the 31st July will not be accepted.

Please note the Eligibility Exclusion List which can be downloaded from vccofgb.co.uk. If your vehicle is one of the makes and models which appear on the list, please do not make a VP application.

If the VP Application is successful and a VP is issued, it will be valid for the first two LBVCR events from the date of issue only.

The Application for a VP must be made by the owner(s) of the vehicle. Applications from any other persons will not be accepted.

The full completion of this Application form, together with digital photographs of the vehicle in the form of high-resolution jpeg or jpg files, and any other information as detailed in the Application form will be required prior to acceptance of this Application by VCCL. Incomplete Application forms will not be accepted.

Please write clearly. Any Application form which cannot be read will be returned to the Applicant and delay will be inevitable. Please make sure you include your current email address. Your email address will be used to contact you about your Application and failure to provide a correct email address will lead to delays in managing your Application. Failure to respond to emails or correspondence from the DAC may result in your application being discontinued.

You may provide all your information digitally, either by email, or by post on a disc or memory stick. If you print your application form or any other information, please print on one side of the paper only and do not laminate or bind the pages together. Please note that the photographs of the vehicle must be in digital form.

Our email address is dac.vcc@gmail.com and the postal address is The DAC, Veteran Car Company Ltd, Jessamine Court, 15 High Street, Ashwell, Hertfordshire, SG7 5NL, UK.

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The Application form, photographs and any additional information you provide will be retained by VCCL and will remain copyright of VCCL.

The Application Fee and Research Fee must be paid in full directly to "Veteran Car Company Limited", along with the Non-Members Fee (if you are not a member of the VCC) and the Late Fee (if your Application is made after the 1st June), before the Application can be processed. Non-members will receive complementary Associate Membership of VCC for the remainder of the calendar year subject to the club's membership criteria. Please see the Schedule of fees in Section B of this Application form for full details.

Extending the VP

If the VP Application is successful and a VP is issued, it will be valid for the first two LBVCR events from the date of issue only. The VCC will consider extending the VP to the Applicant for the vehicle for subsequent LBVCR's, all applications for extensions to a VP must be made in writing to the DAC at the address shown, please note you may be required to submit a new VP Application Form. VP Extensions are subject to the same terms and conditions as a VP, are at the discretion of the VCC and incur a fee, please see www.vccofgb.co.uk for current fees for this service.

Data Protection Notice

The Veteran Car Company Ltd. is committed to:

- **Ensuring your data is held in a secure manner and only used for VCCL purposes.**
- **To never share your data with any third party.**
- **To allow you to withdraw your record at any time with immediate effect, by contacting HQ on 01462 742818 or hq@vccofgb.co.uk**

Data the VCCL holds regarding members

The VCCL only collects data necessary to provide the membership services expected of it by its members, including the maintenance of membership records and publication and distribution of the club magazine, keeping members informed of news and VCCL activities, provision of membership lists, vehicle identification and dating services, maintenance of associated historical records, and the organisation and running of motoring and other events.

SECTION A – ABOUT THIS VETERAN PASSPORT APPLICATION

For Office Use

……
Reference Number

1. Name of Owner ……

2. Owner's VCC Membership status:

   a) VCC Membership Number …… b) I am not a VCC Member ☐ c) I have applied for VCC Membership

   Date of application: ……

3. Correspondence Address including Post Code ……

   ……

   ……

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4. Email address ……

5. Telephone number ……

Rec'd ……

Ack'd……

VCC ……

Card	Chq	TFR
☐	☐	☐

Amount ……

Rec'd ……

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6. Has an Application for Vehicle Identification and Dating Opinion been made for this vehicle before?

   NO YES – please supply details ☐

7. Has an Application for a Veteran Passport for this vehicle been made before?

   NO YES – please supply details ☐

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8. Vehicle Make/Makers Name ……

9. Year of Manufacture claimed for this vehicle ……

10. Model ……

11. Chassis or Car Number ……

12. Engine Number ……

13. Registration Number(s) …… (CURRENT) …… (PREVIOUS)

	CL	HB	AL	LCL
11.	☐	☐	☐	☐
12.	☐	☐	☐	☐
13.	☐	☐	☐	☐

SECTION B - SCHEDULE OF FEES FOR A VCC VETERAN PASSPORT

			Please ✓ Fees That Apply
Application Fee - all vehicles	Refundable	£30	☐
Plus Research Fee – all vehicles	Non-refundable	£260	☐
Plus Non-members fee (payable unless you are a member of the Veteran Car Club of Great Britain)	Non-refundable	£100	☐
Plus Late Fee – all applications received between 1st June and 31st July	Non-refundable	£230	☐

TOTAL FEE - ALL ✓ ITEMS £ ……...

SECTION C - LIST OF SUPPORTING DOCUMENTS SUBMITTED:

Please provide the following 4 items where possible and also list below details of all copies of documents and any other supporting evidence submitted. Where available please include copies of original registration documents, bill of sale, manufacturers or suppliers correspondence etc. Please attach a separate piece of paper if more lines are needed.

Supporting Documents Included with this Application ***Please only supply copies as they will be retained by VCCL.***	Please ✓ If Included with this Application
Rubbing of Engine Number (all locations)	☐
Rubbing of Chassis Number (all locations)	☐
Rubbing(s) of Identification Plate(s) (all locations)	☐
Rubbings of other identification plates or numbers or makings (e.g. Selden Plate, carburettor numbers, axle markings)	☐
	☐
	☐
	☐

SECTION D – EVIDENCE OF OWNERSHIP

How long have you owned the vehicle? …….

Evidence of ownership of the vehicle is required with this Application, such as a copy of the current vehicle registration document (V5 in the UK):

Please state what evidence you have included: ..... .

SECTION E - GENERAL VEHICLE INFORMATION

1. Maker's HP (if known) ……..……...…

2. Model type ……

3. Chassis and/or car number ……

SECTION F - ENGINE DETAILS

1. Engine manufacturer ……..……

2. Engine number ……...

3. Cylinder bore *(actual measurement)* ……..…

4. Piston stroke *(actual measurement)* ……...….

5. Number of cylinders ……..…….

6. Make, type and serial number of carburettor ……..……

7. Make, type and serial number of magneto (if fitted) ..……..….

SECTION G - TRANSMISSION DETAILS

1. Gearbox number *(if any)* ……..…

2. Maker's mark on gearbox ……..….

3. Number of forward gears ……

4. Is reverse fitted? ……..……...

5. Is reverse controlled by separate lever? ……..

6. Front axle number or other markings ……..……

7. Rear axle number or other markings ..……..……

8. Rear axle gear ratio ……

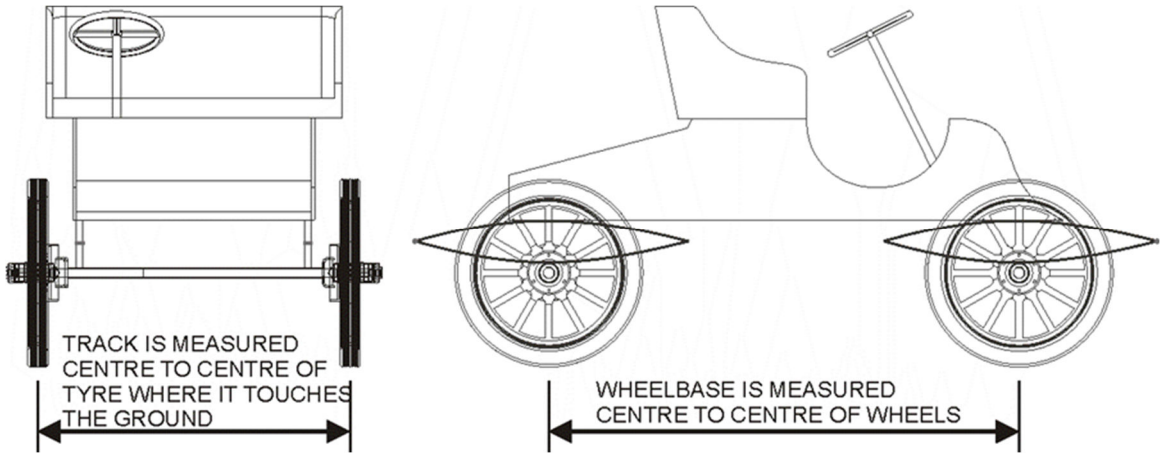
SECTION H - CHASSIS DETAILS

1. Chassis and/or car number, and location(s) .....

Is this number stamped on the chassis? ..... YES / NO

2. Type of chassis (tubular, channel steel, wood and flitch plate etc.)

……..



3. Width of track *(actual measurement) (Fro*..... *(Rear)* ……..……

4. Length of wheelbase *(actual measurement)* ……....

5. Tyre size *(Front)* ..... *(Rear)* ……..

If solids please quote overall diameter of wheels *(Front)* ..... *(Rear)* …….……..…….

SECTION I - COACHWORK

1. Type of body ……

2. Coachbuilder ……

3. Is this the original body fitted to this vehicle when supplied new? ..... YES / NO

4. Body number and where located ……..…

Is it stamped on a plate attached to the body? ..... YES / NO

5. Please give full details of any maker's or coachbuilder's plates etc.

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SECTION J - SUPPLEMENTARY INFORMATION

Please complete the following questions with as much information as possible; an extra sheet of paper should be used if necessary.

1. Was the vehicle obtained in running order? …….. YES / NO

2. Date vehicle obtained ……

3. Is the vehicle roadworthy? ……..…….. YES / NO

4. Has the vehicle or any part of it been renovated, restored, replaced or reconstructed recently or in the past? ……..…. YES / NO

   If "YES" please provide details of the work with supporting photos if available.

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   ……..…

   ……..…

   ……..…

5. Are there any parts that are missing or not original to the vehicle? ……..… YES / NO

   If "YES" please provide a list of the parts that are missing or replaced. Please state if contemporary parts, reproduction parts or parts not to the original specification have been fitted.

   ……..……

   ……...

   ……...…….

   ……

6. Do all the major parts of the vehicle "belong together" or is it an assembly of parts from several sources? *Note the major parts are: engine, gearbox, chassis, front axle, rear axle, steering gear and controls, and cooling system* ……...….. YES / NO

   If "NO" please provide details of the major parts and their origins.

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7. The history of the vehicle is very important in determining the date of manufacture. Please provide details of the history of the vehicle together with a list of previous owners and their dates of ownership. Where available please include copies of original registration documents, bills of sale, manufacturers or suppliers' correspondence etc, and copies of any 'as found' or 'pre-restoration' photographs of the vehicle. This evidence is extremely important.

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SECTION K - PHOTOGRAPHS

Please provide the following images/photographs of the vehicle in a digital format as high resolution jpeg or jpg files (most high resolution images are 2-5MBb per image), either on a disc or memory stick, by post or by arrangement via the internet.

Photo No.	View	Please Tick To Indicate Image Is Included
1	Front	☐
2	Front Left 3/4	☐
3	Rear left	☐
4	Left Side	☐
5	Rear Left 3/4	☐
6	Rear	☐
7	Rear Right 3/4	☐
8	Right side	☐
9	Front Right 3/4	☐
10	Controls from left side	☐
11	Controls from right side	☐
12	Engine (showing major components and ancillaries) from above	☐
13	Engine (showing major components and ancillaries) from below	☐
14	Engine (showing major components and ancillaries) from the front	☐
15	Engine (showing major components and ancillaries) from the back	☐
16	Engine (showing major components and ancillaries) from the left side	☐
17	Engine (showing major components and ancillaries) from the right side	☐
18	Gearbox	☐
19	Front axle or transmission	☐
20	Rear axle or transmission	☐
21	Engine Number (all locations)	☐
22	Chassis Number (all locations)	☐
23	Identification Plate(s) (all locations)	☐
24	Other identification plates or numbers or makings (e.g. Selden Plate, carburettor numbers, axle markings)	☐

SECTION L - DECLARATION

This application form must be used by an entrant wishing to participate in the London to Brighton Veteran Car Run (LBVCR) where the vehicle does not currently hold a valid (pre-1905 dated) VCC/Veteran Car Services Limited/VCCL Dating Certificate.

An application for a VP is subject to the Conditions issued by VCCL relating to the service provided by it to applicants for a VP; a copy of the current Conditions can be downloaded from www.vccofgb.co.uk The version of the Conditions current at the date of the issue or failure of a VP Application will apply.

This application is also governed by the current version of the Memorandum and Articles (M&A) of VCCL whose provisions shall apply to this application in their entirety. The M&A of VCCL can be downloaded from: www.vccofgb.co.uk. The version of M&A current at the date of the issue or failure of a VP Application will apply.

VCCL will indicate to the LBVCR Organisers if the vehicle may be eligible for the LBVCR and, if likely to be eligible, will provide a speculative date of manufacture along with other relevant details about the vehicle.

The Applicant undertakes to advise VCCL of any changes to the vehicle including changes of ownership during the processing of this Application.

The Applicant grants to VCCL a royalty-free and unlimited licence to use publish and reproduce all photographs, images, rubbings and documents in any way it decides. The Applicant also grants the same licence to VCCL to retain them for its archives and to use, publish and reproduce them for the purposes of research into the history of this and other vehicles and the dissemination of that research. The Applicant agrees that the information provided in this Application and the results of the Application may be used as the formal vehicle information by the VCCL in published documents, websites and other related materials.

I have read and understood the above terms and the Conditions to which this application is subject and agree and accept that I am bound by them in their entirety.

OWNER 1			
	PRINT FULL NAME	SIGNATURE	DATE OF SIGNATURE
OWNER 2			
	PRINT FULL NAME	SIGNATURE	DATE OF SIGNATURE
OWNER 3			
	PRINT FULL NAME	SIGNATURE	DATE OF SIGNATURE