

Transport for London



Guidelines for Change of Chassis/Body to TfL Approved London Taxis

Change of Chassis/Body to TfL Approved London Taxis

The following procedure must be followed for any licensed taxi where the vehicle's chassis / body is to be replaced. This is normally after the vehicle has sustained extensive accident damage or corrosion which has made it unfit for service.

The affected chassis/body can only be replaced with a NEW original vehicle manufacturer supplied chassis/body, NOT a pattern part, second hand or remanufactured component.*

This procedure complies with DVLA change of vehicle details guidelines and the Association of British Insurers (ABI) Code of practice for the disposal of motor vehicle salvage.

A: Chassis replacement

Once the chassis has been purchased the person carrying out the installation must, prior to work commencing:

1. , Inform both DVLA and the TfL TPH Vehicle Policy Team they intend to replace the vehicle chassis.
2. Return the existing taxi licence and licence plates to TfL.
3. Complete form V627/1 form (<https://www.gov.uk/government/publications/built-up-vehicle-inspection-report>) and submit to DVLA with the following documents:
 - Receipt from original vehicle manufacturer for the new chassis.
 - V5C relating to the vehicle concerned
4. DVLA will assess your application. If your application is successful a new VIN will be issued by DVLA and you will be notified by letter.
5. You will be issued with a new V5C document stating the new VIN number.
6. When in receipt of the DVLA letter (stating the new VIN) and the amended V5C, you must attend an authorised LTC dealership. The dealership will stamp the chassis front cross member with the new VIN number and issue and install an additional LTC VIN plate, displaying the new DVLA prefixed VIN number, adjacent to the original statutory plate.
7. Obtain new MOT certificate showing newly issued DVLA VIN number

Post Installation of a new chassis the vehicle must be submitted for a licensing inspection

At the licensing inspection the following must be produced:

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- Original manufacturer's/ agent receipt for the new chassis and the re-stamping of new VIN.
- Copy of DVLA submitted V627/1 showing extent of rebuild.
- Letter of confirmation from the DVLA stating the new VIN.
- V5C with VIN corresponding to that stamped into chassis.
- New MOT, within 14 days, corresponding to new VIN stamped into chassis.
- Main dealer plate showing new DVLA issued VIN attached adjacent to the original statutory VIN plate.** (see below)
- Stamped in body number and original statutory plate MUST correspond to original chassis number (original V5 or shown on TOLA records for reference).

** If a pattern part, second hand or remanufactured chassis is used the DVLA will withdraw the registration number and issue a 'Q' plate; the vehicle cannot then be licensed by TfL.*

*** Where a vehicle has been fitted with a new chassis, and a new DVLA VIN has been issued, a main dealer supplied plate must be affixed adjacent to the original statutory/VIN plate and shall display the new DVLA issued VIN.*

B: For vehicles where only a chassis front cross member, containing the stamped in VIN, needs to be replaced the following procedure must be followed.

The original equipment manufactured (OEM) part must be obtained from an authorised LTC dealer and be accompanied by a receipt of purchase.

1. Replacement of the cross member MUST be carried out by a coded welder, qualified to the correct standard, using the appropriate welding jig.
2. Work must also be carried out by an authorised vehicle repair garage affiliated to the LTC main dealership.
3. Once installed the vehicle must be submitted to a LTC main dealer for the vehicles VIN to be re-stamped using correct format and font size. Receipt for the works carried out must be obtained.
4. All receipts and paperwork, relating to cross member replacement, must be retained for presentation at the next licensing inspection.

C: Body Replacement

If a licenced taxi body requires replacing then only a new body may be fitted. This is in order to maintain the vehicles traceable identity history, retain original VIN (if the chassis has not been replaced) and conform to both the DVLA vehicle rebuild guidelines and the ABI Code of practice.

Prior to work commencing both DVLA and the TfL TPH Vehicle Policy Team must be informed that it is the intention to replace the vehicle body.

Once the body has been purchased the person carrying out the installation must:

1. Return the existing taxi licence and licence plates to TfL.

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2. Complete form V627/1 form (<https://www.gov.uk/government/publications/built-up-vehicle-inspection-report>) and submit to DVLA with the following documents:
 - Receipt from original vehicle manufacturer for the new body
 - V5C relating to the vehicle concerned
3. DVLA will assess your application. If your application is successful you will be informed you may your VRM or be issued a Q plate, you will be notified by letter.

Post Installation of a new body the vehicle must be submitted for a licensing inspection

At the licencing inspection the following documents must be produced:

- Original manufacturer's/ agent receipt for the new body and the re-stamping of the VIN/Body number.
- Copy of DVLA submitted V627/1 showing extent of rebuild.
- Letter of confirmation from the DVLA showing their decision (Retain VIN/VRM or new VIN/VRM***).
- New MOT, within 14 days, corresponding to VIN stamped into chassis.
- Stamped in body number and original statutory plate MUST correspond to original stamped in chassis number (original V5 or shown on TOLA records for reference).

**** If a new VRM is required this is likely to be a Q plate and in these circumstances TfL cannot license the vehicle.*

Once the vehicle has been inspected by TfL and all relevant documents comply with the above points and are approved by TfL, the vehicle may be submitted for licensing in the normal way.

D: Replacement statutory plates (VIN Plate)

Vehicles requiring a replacement statutory plate, VIN plate, must take the vehicle to an LTC main dealership along with all relevant documentation to confirm vehicle Identity (e.g. V5, MOT, licence).

Once satisfied as to the vehicles identity a new statutory plate will be fitted by the LTC dealership.

For further information, please contact: TPHVehiclePolicy@tfl.gov.uk

DVLA: [Vehicle rebuilds guidance](#)

Reference: [ABI Code of practice for the disposal of motor vehicle salvage](#)