

**[LTO MEMORANDUM CIRCULAR NO. 94-209,
September 19, 1994]**

REGISTRATION OF NEW PRIVATE VEHICLES

Pursuant to the provisions of R.A. 4136 as amended by B.P. 43 and 74, the following clarificatory guidelines are hereby issued in the registration/operation of *new private* vehicles:

1. **Conduction Stickers** — issued under AO No. AO-DIR 001 shall be used exclusively for the transfer, road test, and demonstration of stocks by manufacturers and dealers including delivery of the unit to the customer by a professional driver employed by manufacturer, assembler, importer or dealer so authorized in writing, **NOT** by the owner or his driver. The Conduction Sticker's validity ceases when the unit is delivered to the owner. It is NOT A PERMIT to operate an UNREGISTERED vehicle for 7 days in violation of Sec. 5 of R.A. 4136 which is punishable with a penalty of *P450 for the driver and P900 for the owner* under DOTC Order No. 93-693 and impoundment until the vehicle is registered and penalties paid accordingly.
2. **Dealers** and their Liaison Officers shall register the vehicle within the 7 calendar days period specified under Sec. 2 of 83AO-DIR-001 and Sec. 56(a) of R.A. 4136 to avoid the 50% penalty for late registration. If the owner wishes to drive the vehicle before registration, a CONDUCTION PERMIT valid for a maximum of 7 calendar days must be secured from the nearest District Office for a specific period, purpose and place of travel.
3. **Venue** — initial registration of new private vehicles shall be done in the district office of LTO that has geographic jurisdiction over the address of the owner. Those sold by Metro Manila dealers with owners in the provinces shall be registered in the LTO district office that has geographic jurisdiction over the address of the dealer.
4. **Apprehension** — effective 20 October 1994 in Metro Manila all vehicles found operating *without proper license plates* shall be apprehended and dispensed of in accordance with existing laws, rules and regulations.

For the guidance and compliance of all concerned.

Adopted: 19 Sept. 1994

(SGD.) MANUEL F. BRUAN
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Assistant Secretary



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