



Kenya Revenue Authority

Form DGL

Registrar of Motor Vehicles
P.O Box 30440 -00100,
Nairobi, Kenya
Tel: 020-310900
Fax: 020-251025

THE TRAFFIC ACT
CAP 403
(Sections 23 to 29)

DEALER'S GENERAL LICENCE

FOR APPLICATION/ REPLACEMENT OF KG NUMBER PLATE (S)
AND
APPLICATION/ RENEWAL FOR DEALER'S GENERAL LICENCE (S).

Form with two columns: Left column for applicant details (Name, Address, Tel No, Pin No, Business location, Plot No, Application type) and Right column for official use (Serial number, KG Number plate(s), Date of Issue, Date of expiry, DATE - STAMP, FEES table).

When a Dealer's General Licence expires or is cancelled or otherwise ceases to be valid under the provisions of the Act, the holder of the licence shall deliver to the Registrar the identification plate, which was issued to such holder with such licence, unless a renewal licence is issued for the same plates.

When completed this form should be sent with fee and certificate of insurance to----

The Registrar of Motor Vehicles
P. O. Box 30440-00100
NAIROBI

*See overleaf

KG REQUIREMENTS (DEALERS GENERAL LICENCE)

i. NEW APPLICATIONS

1. Copy of Trade Licence.
2. Certificate of Registration / Incorporation.
3. Copy of Pin Certificate.
4. Headed application letter.
5. Application form for Dealer's Licence duly filled.
6. Valid insurance certificate.
7. Payment of kshs. 17,050-

ii. RENEWALS OF KG LICENCE

1. Application form duly filled.
2. Previous licence.
3. Valid Insurance Certificate.
4. Movement Register (for perusal).
5. Payment of Kshs. 5,700-

iii. RENEWALS OF NEW MOTOR VEHICLE DEALER'S LICENCE

1. Application form duly filled
2. Previous licence
3. Copy of Trade licence
4. Certificate of registration / incorporation
5. Payment of kshs. 8,750-

REQUIREMENTS FOR LOST KG PLATES

A. FRONT KG PLATE

1. Application form duly filled.
2. Form XL duly filled for duplicate for Dealer's General Licence.
3. Police Abstract Report.
4. Payment of Kshs. 1,450-

B. REAR KG PLATE

1. Application form duly filled.
2. Police Abstract Report.
3. Payment of Kshs. 1,450-

C. BOTH KG PLATES

1. Application form duly filled.
2. Form XI duly filled for Duplicate Dealer's General Licence.
3. Police Abstract Report and receipt.
4. Payment of Kshs. 2,600-

D. REPLACEMENT OF KG PLATES

1. Application form duly filled

NB: The replaced KG plates must be surrendered at the time of collection of the new ones.

Duplicate dealers licence payment is kshs. 3,250-

2. In case a vehicle is held for resale the Registrar must be notified within 7 days otherwise a sum equal to the prescribed Tax and Transfer fee is payable.