



Vehicle Demonstration Plates Change Request Form

Dealer Licence Number: _____

Legal Name: _____

Trade Name (if applicable): _____

Number of Demonstration Plates:

(Please tick the appropriate box)

- Please upgrade from (0-1) plate to (2-5) plates
- Please upgrade from (0-1) plate to (6+) plates
- Please upgrade from (2-5) plates to (6+) plates
- Please upgrade from Motorcycle plates to (0-1) plate

Upgrade Fees

Number of plates:	Fees
Upgrade from (0-1) plate to (2-5) plates.....	\$ 211.00
Upgrade from (0-1) plate to (6+) plates.....	\$ 372.00
Upgrade from (2-5) plates to (6+) plates	\$ 161.00
Upgrade from Motorcycle plates to (0-1) plate.....	\$ 268.00

Please forward your cheque payable to the Vehicle Sales Authority of BC.

Date: _____

Signature: _____



ONLINE BANKING PAYMENT

Instruction for paying your Dealer Fees with Online Banking:

1. Log into online banking and add a new bill payment payee (first time only).
2. Enter “**Motor Vehicle Sales Authority of British Columbia**” as the payee.
3. Enter your Dealer Number in the account number for the new payee.
4. Make the payment—ensure that you note the authorization number or print out the confirmation of payment.
5. Complete **ALL** of the information below and submit this completed form to the VSA.

Name of Dealer: _____

Dealer #: _____

Phone #: _____

Name of person who completed the payment: _____

Online payment Authorization #: _____

Date of online payment: _____
month day year

Amount of online payment: \$ _____

Payment is for (check one):

Dealer Application

Off-Site Sale

Change of Ownership

Dealer Renewal

Change of Address

Plate Upgrade

Other _____

The following financial institutions offer this service:

- | | | |
|---------|---------------|------------------------|
| 1. HSBC | 4. BMO | 7. Any BC Credit Union |
| 2. TD | 5. Scotiabank | 8. National Bank |
| 3. CIBC | 6. RBC | |