

Vehicle Registration at the Beginning/End of the Leasing Agreement, Environmental Levy

Vehicle Registration by the Creditor at the BEGINNING of the Leasing Agreement

UniCredit Leasing, in its capacity of owner-creditor of the contractual object arranges vehicle registration.

Documents required for final registration:

- Vehicle registration document
- Document certifying the ownership i.e. the invoice issued by the supplier/dealer
- Registration record
- Proof of payment by the owner of the environmental levy
- Identity card/ tax registration certificate of the user.

In order to start the registration process the vehicle supplier/dealer shall issue to UniCredit Leasing, as soon as practicable, the vehicle registration document and the document certifying the ownership.

If you are a natural or legal person residing or headquartered in Bucharest you will be notified by phone or by SMS to get, as soon as practicable, to the headquarters of the creditor in order to fill in the forms necessary for vehicle registration with the Local Tax Office. After having filled in and stamped the required documents, the vehicle registration department within UniCredit Leasing will obtain, on your behalf, the registration with the Local Tax Office within 1-3 business days. If you have debts or other liabilities making impossible the completion of this formality you will be notified by the creditor, by phone, of the fact that you need to take over the documentation in order to settle the situation.

If you are a natural or legal person residing or headquartered in a different county you will receive, by express mail, all the documents necessary for declaring and obtaining the registration with the Local Tax Office which shall be filled in and subsequently returned to the Creditor. After having obtained the registration and the endorsement on the registration record, you shall send the documents to UniCredit Leasing, by express mail.

Vehicle Registration by the User at the END of the Leasing Agreement

After the ownership right of the contractual object was transferred and after having received the final documents from UniCredit Leasing, you can proceed to vehicle registration.

If the license numbers are **expired**, a set of temporary license numbers may be obtained, for a fee, valid for 30 days, based on a file containing the following documents:

- Customs certificate of finding and the related payment orders (copy);
- Stamped vehicle registration certificate (Unicredit Leasing Romania/Unicredit Leasing Corporation) in the field "Alienated to";
- License numbers (if applicable);
- Ownership transfer invoice;
- RCA- Valid civil liability insurance (copy)
- Application for registration;
- Identity card / Certificate of registration with the Trade Register Office (copy)
- Power of attorney granted by the company (for legal persons);

The steps to be taken for vehicle registration if the vehicle is an **internal** good (vehicle registered with final license numbers at the beginning of the leasing agreement) are the following:

- Submission of the documentation to the **Tax Administration** in order to record the tax payment (required documents: identity card, tax registration certificate, tax record drawn up by UniCredit Leasing);
- Submission of the documentation to the **Romanian Register of Road Vehicles**, for authentication in order to obtain the identification/authenticity notice– Romanian Register of Road Vehicles (prior the valid Regular Technical Inspection);
- Submission of the documentation to the **Romanian Police**. Apart from the proof of registration with the Tax Administration and the proof of the inspection performed by the Romanian Register of Road Vehicles the following documents shall also be submitted: ownership transfer invoice; vehicle registration document; tax record bearing the endorsement obtained from the Local Tax Office (D.I.T.L.); tax certificate; RCA insurance; vehicle registration certificate bearing the stamp of Unicredit Leasing in the field "Alienated to"; license numbers (if applicable); application for registration; identity card/certificate of registration with the Trade Register Office; power of attorney granted by the company (for legal persons); copies of all documents;

The costs for final registration: registration fee, fee for vehicle registration certificate, fee for license numbers (preferential).

If the good was already alienated to a third party such party should also submit to the file containing the aforementioned documents a registration record and a RCA insurance policy concluded for the new owner.