

Test Type Booking & Acceptance Policy Chart as from the 30th of August 2005

Vehicle Class	Test Type	Payment	Application		Cancel / Amend Groups
			Test Station	GVC	
HGV	Annual Test	At time of application*	Y	Y	A
	Type approved 1st Test	At time of application*		Y	A
	All Voluntary tests	At time of application*	Y	Y	B#
	Appeal HGV annual	At time of application*	Y	Y	A
	Reduced pollution check	At time of application*	Y	Y	B
	VTG10 non inspected	At time of application*	Y	Y	B#
	VTG10 inspected	At time of application		Y	A
	ADR Test	At time of application		Y	A
	NonType approved 1stTest	At time of application		Y	A
	Certificate of Keeper	At time of application		Y	B#
	TIR all types	At time of application	Y	Y	B
	Free VTG10	Free of Charge		Y	N/A
	Prohibition clearance full/partial	Prior to test	Y	Y	B
	Retest full/partial	Prior to test	Y	Y	B
Trailer	Annual Trailer	At time of application*	Y	Y	A
	Appeal Trailer annual	At time of application*	Y	Y	A
	All Voluntary tests	At time of application*	Y	Y	A
	TIR all types	At time of application*	Y	Y	B
	ADR Test	At time of application		Y	A
	VTG 10 non inspected	At time of application		Y	B#
	VTG 10 inspected	At time of application		Y	A
	Certificate of Keeper	At time of application		Y	B#
	1st test trailers	At time of application		Y	A
	Free VTG10	Free of Charge		Y	N/A
	Retest full/partial	Prior to test	Y	Y	B
	Prohibition clearance full/partial	Prior to test	Y	Y	B
	PSV	PSV annual large/small	At time of application*	Y	Y
Class 6a annual		At time of application*	Y	Y	A
All voluntary tests		At time of application*	Y	Y	A
Reduced pollution check		At time of application*	Y	Y	B
Appeal PSV annual		At time of application*	Y	Y	A
Prohibition clearance full/partial		Prior to test	Y	Y	B
Retest Dear/Cheap		Prior to test	Y	Y	B
VTP 5		Free of Charge		Y	N/A
Cherished transfer		Free of Charge	Y	Y	N/A
DDA		At time of application		Y	B
COIF including Bus Directive		At time of application		Y	B
Certificate of Conformity		At time of application		Y	B#
Tempo 100		At time of application		Y	B
Vitesse 100		At time of application		Y	B
Class 4		Annual class 4 large/small	Prior to test	Y	Y
	Class 4a annual	Prior to test	Y	Y	B
	Appeal Class 4	Prior to test	Y	Y	B
	ADR Test	Prior to test		Y	B
	All voluntary tests	Prior to test	Y	Y	B
Class 5	Annual class 5 large/small	Prior to test	Y	Y	B
	Class 5a annual	Prior to test	Y	Y	B
	All voluntary tests	Prior to test	Y	Y	B
	Appeal class 5	Prior to test	Y	Y	B
Class 7	Annual class 7	Prior to test	Y	Y	B
	ADR Test	Prior to test		Y	B
	All voluntary tests	Prior to test	Y	Y	B
	Appeal class 7	Prior to test	Y	Y	B
Other	SVA	At time of application		Y	C
	ESVA	At time of application		Y	C
	MSVA	At time of application*	Y	Y	A
	VIC	At time of application*	Y	Y	A

Cancellation/Amendment	GROUP A	GROUP B	GROUP C
Cancel < 3 working days, or Fails to attend	Full test fee charged No refund	Full fee refunded if paid	Full fee minus £50.00 is refunded
Amend to a test type(s) to a test type of a lower fee < 3 working days	Higher fee is still retained	Fee payable reduced to lower fee (difference refunded if paid)	Higher fee is still retained
Amend vehicle or test type(s) to a test type(s) of a higher fee	Difference between previously paid fee and higher fee payable	Difference between previously paid fee and higher fee payable	Difference between previously paid fee and higher fee payable

*If the appointment is greater than 30 days from the time of application and the customer is booking via a Pre Funded Account, the Pre Funded Account will be debited automatically 30 days before the appointment date.

No appointment actually allocated