

ISSUE OF PARTICULAR OF VEHICLES**(WBMV Rule-70)**

The applicant has to apply for particular of the vehicle stating reason :

i.e. Involved in M.A. Case, Settlement of insurance claim, to produce before court of law, intimation to the financier before H.P.A, after H.P.A, after H.P.T, Proposed buyer before making purchase etc.

1. *There shall be docketing of case /files submitted by the applicant and same DA shall function as reference clerk through whom the file shall move between DA, MVI, RA, Computer section .*
2. *DA to prepare note and assess fee and put up to RA for order.*
3. *RA to sign and send it to send to Computer Section.*
4. *Computer section to realise fee (no fee is realised on state Govt. requisition), print out particulars and send the same to DA*
5. *DA to make entry in the vehicle Register and put up to RA for signature.*
6. *RA to sign and send back to DA*
7. *DA to issue the particular slip and retain the file for safe custody.*

Time : 4 hrs.