

**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.*