

How to register a car in Belgium?

First of all, we would like to inform you that our office would be pleased to assist you with the import procedure and registration of your vehicle. Just contact us.

Assur Ostbelgien PGmbH
c/o Yann Esser
Lichtenbuscher Strasse 10
B-4731 Eynatten
+32/087 85 09 00

FSMA: 19154
USt Nr.: 0439.543.329

yann.esser@assurostbelgien.be

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1. Buying a new car in Belgium

Regular registration:

1. Please ask the dealer to send us the pink form (Aanvraag tot inschrijving van een voertuig/demande d'immatriculation d'un véhicule/Antrag auf Zulassung eines Fahrzeugs) via Email. In addition, we need your Identification number of the National Register, which you find on your Belgian ID Card or resident permit.
2. The next step is that we, as insurance broker, register your car.
 - a. In case you already have your Belgian number plate you will receive the new vehicle documents by post (the post man will require 26 euro in cash).
 - b. In case you do not have a Belgian number plate, a new number plate will be delivered by post together with the vehicle documents (the post man will require 30 euro in cash)
3. Afterwards we would be pleased if you are willing to subscribe the insurance at our agency.

Special registration (Parliament or CD):

1. The dealer will hand you out the pink form (Aanvraag tot inschrijving van een voertuig/demande d'immatriculation d'un véhicule/Antrag auf Zulassung eines Fahrzeugs).
2. We would appreciate that you send us a copy of this document.
3. The next step is that we draw up the insurance contract and we send you the insurance sticker. This sticker has to be put on the bottom right corner of the pink document. With this document you have to go to your authority (EU, NATO, Shape, etc.)
4. Your employer will proceed with the registration for you.

2. Buying a used car in Belgium

1. The buyer or seller of the car has to present the car at the technical control. It is advisable that the seller takes care of this, so that you can save the costs of it.
2. You will receive the pink form from the seller or the technical control agent.
3. Please send us the pink document (the original) via post.
4. We as your insurance broker will register the car for you.
 - a. In case you already have your Belgian number plate you will receive the new vehicle documents by post (the post man will require 26 euro in cash).
 - b. In case you do not have a Belgian number plate, a new number plate will be delivered by post together with the vehicle documents (the post man will require 30 euro in cash)
5. We will draw up an insurance contract for you.

3. Import your car to Belgium

(you already own this car and it is registered on your name in another EU country)

1. Customs office

Going to the customs office with following documents:

- Original vehicle documents
- Belgian ID document or resident permit (with Identification number of the National Register)

The custom officer will hand you out the “E-705” document.

2. Drawing up a car insurance contract at our agency

Tel.: +32/087 85 09 00

E-Mail: yann.esser@assurostbelgien.be

Web: www.insurance-broker-belgium.com

We need a copy of the following documents:

- The vehicle documents
- The “E-705” document
- A certificate of your no-claims bonus from your prior insurance company
- The invoice of the car (only if you want to subscribe a partly or fully comprehensive cover)

We will send you the insurance documents via mail with an insurance sticker and a pink form.

3. D.I.V./K.Z.S

Going to the D.I.V to register the car with following documents:

- The pink document
- The “E-705” document
- The original vehicle documents from the foreign country
- EC certificate of conformity (the manufacturer has to hand this document out)
- Belgian ID Document or resident permit (with Identification number of the National Register)

In general, the original number plate with the new Belgian vehicle papers will be handed out the following day via the post man from Bpost.

- a. In case you already have your Belgian number plate you will receive the new vehicle documents by post (the post man will require 26 euro in cash).
- b. In case you do not have a Belgian number plate, a new number plate will be delivered by post together with the vehicle documents (the post man will require 30 euro in cash)

4. Technical control

It is advisable to present your car at the technical control with your new Belgian number plate and to arrange an appointment. It's possible to arrange this appointment via the website of the Belgian technical control. Here the link with all stations in Belgium and the possibility to make an appointment: www.rendezvouscontroletechnique.be/goca

You have to bring the following documents:

- The original vehicle documents
- EC certificate of conformity (the manufacturer has to hand this document out)
- The green insurance card

4. Import a new car to Belgium

(which you have bought and has already been registered in another country, but not on your name)

1. Customs office

Going to the Customs with following documents:

- Original vehicle documents
- Belgian ID Document or resident permit (with Identification number of the National Register)
- The original invoice of the seller

The custom officer will hand you out the “E-705” document. (

!!! If the car is younger than 6 months and ran less than 6.000KM, you have to pay 21% VAT at the customs office. The payments for private individuals are the following:

- Payments < 3.000€ have to be paid in cash or via bank transfer.
- Payments > 3.000€ only via bank transfer

2. Drawing up a car insurance contract at our agency

Tel.: +32/087 85 09 00

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Web: www.insurance-broker-belgium.com

We need a copy of the following documents:

- The vehicle documents
- The “E-705” document
- A certificate of your no-claims bonus from your prior insurance company
- The invoice of the car (only if you want to subscribe a partly or fully comprehensive cover)

We will send you the insurance documents via mail with an insurance sticker. This one has to be putted at the bottom right of the pink form that you will get at the technical control.

3. Technical control

It is advisable to present your car at the technical control with export-number plates from the country where you bought the car. It's possible to arrange an appointment via the website or phone of the Belgian technical control. Here is the link with all stations in Belgium and the possibility to make the appointment: www.rendezvouscontroletechnique.be/goca.

You have to bring the following documents:

- The “E-705” document

- The original vehicle documents
- EC certificate of conformity (the manufacturer has to hand this document out)
- The green insurance card

The technical control agent will stamp the pink document. Please put the insurance sticker at the bottom right of this document.

4. D.I.V./K.Z.S

Going to the D.I.V with following documents:

- The pink form
- The "E-705" document
- The original vehicle documents from the foreign country
- EC certificate of conformity (the manufacturer has to hand this document out)
- Belgian ID Document or resident permit (with Identification number of the National Register)

In general, the original number plate with the new Belgian vehicle papers will be handed out the day after via the postman from Bpost.

- a. In case you already have your Belgian number plate you will receive the new vehicle documents by post (the post man will require 26 euro in cash).
- b. In case you do not have a Belgian number plate, a new number plate will be delivered by post together with the vehicle documents (the post man will require 30 euro in cash)

5. Import a used car to Belgium

(Which you have bought and has already been registered before in a foreign country, to Belgium)

1. Customs office

Going to the Customs with following documents:

- Original vehicle documents
- Belgian ID Document or resident permit (with Identification number of the National Register)
- The original invoice of the seller

The custom officer will hand out the "E-705" document

!!! if the car is younger than 6 months and ran less than 6.000KM, you have to pay 21% VAT at the customs. The payments for private individuals are the following:

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- The pink document
- The “E-705” document
- The original vehicle documents from the foreign country
- EC certificate of conformity (the manufacturer has to hand this document out)
- Belgian ID Document or resident permit (with Identification number of the National Register)

In general, the original number plate with the new Belgian vehicle papers will be handed out the day after via the postman from Bpost. This will cost 30€. The second number plate has to be put in front and has to be duplicate for 20€.