

Note No. 399/12

Protocol Directorate of the Foreign and Commonwealth Office presents its compliments to all diplomatic missions and international organisations and has the honour to refer to the sale of private and official cars.

Protocol Directorate wishes to advise missions that following a review on the sale of private and official cars we have amended the TX22 and TX23 forms to make the process simpler.

**TX22: application to dispose of a vehicle which has been bought at a duty/VAT free price**

The revised TX22 (attached) should be submitted directly to DVLA. The form will be forwarded to Protocol Directorate who will authorise for vehicles without substantial outstanding parking fines before returning them to the mission or international organisation.

**TX23: application to dispose of duty and VAT paid diplomatic registered vehicle OR to dispose of a vehicle which has been purchased or imported at a duty/VAT free price and is being sold to a person with diplomatic privileges**

The revised TX23 forms should continue to be submitted directly to Protocol Directorate who will continue to authorise for vehicles without substantial outstanding parking fines before returning them to the mission or international organisation.

The revised form (attached) will now be used for:

- duty and VAT paid diplomatic registered vehicles that are: sold, scrapped or exported
- vehicles purchased or imported under privilege and sold to another privileged person

The revised forms will be available from the Protocol website [www.fco.gov.uk/protocolwebsite](http://www.fco.gov.uk/protocolwebsite) from **1 November 2012**. However we will continue to accept applications submitted on the old forms until 30 November 2012.

Protocol Directorate of the Foreign and Commonwealth Office avails itself of this opportunity to renew to all diplomatic missions and international organisations the assurances of its highest consideration.

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