

Revising Ownership (Ownership will be revised for the new owner only with regard to buses running at present)

Documents required:

- I. The licensee should be a resident in Western Province. Or else, the Grama Niladhari Certificate to the effect that the applicant is a resident in Western Province should be submitted. The Certificate must compulsorily have been certified by the relevant Divisional Secretary.
- II. The bus should have been registered in the name of the owner by registered certificates (the original). (Other documents will not be entertained). In addition, if the bus has been purchased under finance facilities, the registration certificates issued by the relevant finance company.
- III. Originals of the third party unlimited insurance policy in the name of registered owner for all passengers and property should be available.
- IV. Original of the revenue license (of last year).
- V. The original of the affidavit of agreement to transfer the road license which has not passed 06 months, with stamps to the value of Rs. 50/- affixed (certified by a Justice of Peace).
- VI. Driving license (which has not been presented to any other bus and is older than one year)
- VII. Driver's medical certificate.
- VIII. Conductor's medical certificate (issued by Commissioner of Motor Vehicles, Western Province).
- IX. Vehicle Fitness Certificate applicable for the time requested.

Important:

- The Ownership will not be revised by the Power of Attorney.
- The bus should be presented to the Head Office.

- The relevant affidavit must be taken signed on stamps for the value of Rs. 50/- before a Justice of Peace in the area of residence of the former owner of the bus in transferring the bus and the road license to the new owner in a revision of ownership, and a certificate should also be submitted from the Regional Manager to the effect that the signature so placed is the signature of the former owner of the bus.
- An affidavit confirming that all documents presented are true and correct.
- Ownership revision fee is Rs. 100,000/-.
- Should have obtained a ticket issuing machine facilitated to use debit cards.

Revision of ownership upon death of the owner

Following documents are required in addition to all documents coming under 01.


- I. The spouse, if alive, should present himself/herself and get the ownership revised.
- II. Following documents should be submitted.
 - ❖ Original of the Death Certificate of the deceased
 - ❖ Original of the Certificate of Marriage
 - ❖ Grama Sevaka Certificate (giving information on residence and the number of family members and certified by the Divisional Secretary)
 - ❖ The letter certified by a Justice of Peace on the consent of children of over 16 years of age.
 - ❖ In case the Road License is to be transferred to one child, the affidavit of consent of other children on such transfer, together with affidavits of the mother or the father.
 - ❖ Originals of Birth Certificates of all children.
- III. The bus should be presented to the Head Office

Revision of ownership when the owner is abroad

Following documents are required in addition to all documents coming under 02.

- I. A letter received from the Controller of Immigration and Emigration to prove the person has gone abroad.
- II. A letter of agreement given by the registered owner to the new owner through the embassy in the relevant country.
- III. Certification by the Department of Registration of Motor Vehicles that the Power of Attorney provided, if any, is valid (by the date of presentation).

Important:

-  Ownership will not be revised only by means of the Power of Attorney.