

# Procedure for Registering an Out of Province Vehicle

**EXEMPTION applies to used Vehicles from British Columbia and Saskatchewan AND** only for Vehicles newer than 4 Years. (4 Years means current year plus the previous 3 model years).

- Proof of BC or SK registration in the same name of the person requesting the exemption.
- A Vehicle Identification Number Inspection Certificate completed by the Registry Agent or equivalent must include the odometer reading. Vehicle must be at the Registry Office for vehicle identification number (VIN) verification.
- Alberta Transportation will review the documentation for **APPROVAL**:
  - Approved/Denied, registry agent will inform the client of the result, usually within 24 hours.

**\*\*\*The Government of Alberta will accept government inspections issued in British Columbia or Saskatchewan (within 90 days from the date of inspection) regardless of the age of the vehicle, but must be in the same name on the vehicle registration.**

**Note: \*\*\*\*\* Vehicles currently registered, cancelled and/or expired in the Alberta Motor Vehicle System, that have left the province and has been registered in another jurisdiction and is returning to Alberta will require an out of province vehicle inspection, unless coming from BC or SK.\*\*\*\*\***

**Step 1.** Obtain the **Out of Province Pre-Inspection Form** which you can purchase from any Motor Vehicle Registry Office (Fee \$9.45). (This form expires after 3 months)

In this step, the Registry Office requires the following:

- Proof of ownership (i.e. previous jurisdiction registration, Bill of Sale, Lease agreement from a factory authorized)
- A piece of Identification.

**NOTE: For the Out of Country Vehicle**, additional requirements needed.

- Vehicle Import Form issued by Transport Canada completed and displaying 2 stamps.
- Original Certificate of Origin or State Issued Title.

**Step 2.** Bring the **Out of Province Pre-Inspection Form** to any Certified Mechanic and have the vehicle inspected (charges apply).

**After the Mechanic has finished the inspection, they will provide the Vehicle Inspection Certificate document which is valid for 14 days only from the date of the inspection.** {If the certificate expires, you are then required to obtain another inspection from the Mechanic (charges may apply)}.

**Step 3.** Obtain an Alberta Insurance (Registered owner(s) must show on the insurance and should match the ownership document provided).

**Step 4.** Register the vehicle.

- Registry office requires the following to obtain a vehicle registration and/or plates.
  - Original Vehicle Inspection Certificate
  - Proof of ownership (i.e. previous jurisdiction registration, Bill of Sale, Lease agreement from a factory authorized)
  - Vehicle Import Form (Out of the Country Vehicle)
  - Original Certificate of Origin or State Issued Title (Out of the Country Vehicle)
  - All registered owners must be present, or a signed **Authorization for Vehicle Services Form** will be required from an individual who cannot be physically in the office.
  - Proof of Alberta Insurance.
  - Proof of Identification (i.e. Driver's Licence, passport, birth certificate etc.)