



## **STEPS IN REGISTERING MOTOR VEHICLE**

1. Motorist present newly purchased vehicle document to the Motor Licensing (ML) desk officer who checks through the documents to ascertain if all the required documents are in order. **Maximum time 2minutes.**
2. Desk officer directs the motorist to register it on Federal Road Safety Commission (FRSC) portal <https://nvis.frsc.gov.ng/> to complete the form and print out a copy which contains a unique item number. **Minimum of 3minutes depending on the speed of the internet.**
3. The motorist is then allocated a number plate to enable him/her procure insurance policy. **Maximum of one minute.**
4. Upon procuring a policy, the motorist comes back to the desk officer who will verify the authenticity of the insurance policy. **Minimum of a minutes but it depends on the speed of the internet at a particular time.**
5. The desk officer then captures the vehicle details as well as that of the owner and generates an assessment bill for the motorist to go and pay with a unique bill reference. **Maximum of 3 minutes subject to availability of fast internet.**
6. Payment is in line with the centralized payment process of the EIRS.
7. Upon successful payment, the motorist presents his/her evidence of payment to the desk officer who then prints out the vehicle documents. **Maximum time is 6 minutes depending on the availability of the interswitch platform.**
8. The desk officer hands over the testing form and road worthiness to the motorist to proceed to the Vehicle Inspector Officers' office for inspection and issuance of road worthiness. **5 minutes.**
9. Upon issuance of road worthiness, the motorist will visit the FRSC desk officer to complete the registration on the FRSC portal and generate proof of ownership. **5 minutes.**

10. The desk officer then hands over the documents and the number plate to the motorist immediate.
11. The following papers are issued at the point of registration.
  - a. Vehicle license.
  - b. Testing Form.
  - c. Road Worthiness.
  - d. Number Plate Receipt.
  - e. Registration Receipt.
  - f. Hackney Stage Carriage (for Commercial Vehicles only).
  - g. Proof of Ownership Certificate.
  - h. Insurance Policy.

**Note:** the total time to process a fresh vehicle registration is 27 minutes this is subject to availability of the system as well as high speed internet.

#### **STEPS IN RENEWING MOTOR VEHICLE**

1. Motorist visit the Motor Licensing (ML) desk officer with copy of the expired documents and the officer checks and directs the motorist to go and procure an insurance policy. **3 Minutes.**
2. The motorist presents the newly procured insurance to the desk officer who now verify the insurance policy. **1 minute.**
3. After the verification, the officer searches for the availability of the vehicle as well as the owners details on the EIRS automated system. **Maximum of 1 minute.**
4. If the details are available on the system, the officer generates an assessment and gives the motorist a unique bill ref to make payment. **2 Minutes**
5. If the details are not available on the ERIS system, the officer captures the vehicle as well as the owner details on the system and proceeds to generate as assessment for the motorist to make payment. **4 Minutes.**
6. Upon successful payment, using the motorist presents his/her evidence of payment to the desk officer who then prints out the vehicle documents. **Maximum time is 6 minutes depending on the availability of the interswitch platform.**
7. The desk officer hands over the testing form and road worthiness to the motorist to proceed to the Vehicle Inspector Officers' office for inspection and issuance of road worthiness. **5 minutes.**

8. The desk officer then issues the renewed vehicle documents to the motorist immediately.
9. The following papers are issued at the point of renewal.
  - a. Vehicle license.
  - b. Testing Form.
  - c. Road Worthiness.
  - d. Hackney Stage Carriage (for Commercial Vehicles only).
  - e. Insurance Policy

**NOTE:** The total time to process a renewal is 18 minutes this is subject to availability of the system as well as high speed internet.

## **STEPS IN OBTAINING A NEW DRIVERS LICENSE**

1. For fresh application, applicant visits any accredited driving school and apply for driving school certificate, this will take a minimum of 28 session approximately one month. Upon completion a certificate bearing the applicant passport will be issued.
2. Applicant should visit <https://frsc.gov.ng/accredited-driving-schools/> for FRSC accredited Driving Schools.
3. After obtaining the driving school completion certificate, applicant then visits <https://www.nigeriadriverslicence.org/> to fill out the form using his/her phone, laptop or visit a cyber café.
4. Upon completing the filling of the form, he/she may decide to make payment online through the payment channel available or printout the slip and visit any commercial bank to make payment. On line payments take less than 10 minutes depending on the network.
5. After making payment, applicant proceeds to the Vehicle Inspection Officers' office for driving test.
6. Upon successful test the applicant will move to the Federal Road Safety Corps (FRSC) officer in charge of eye test as well as approval to carryout eye test and approve the application.
7. The application is then passed to another stage of approval which is the final approval before the applicant is then schedule for capturing.
- 8. However, the period of this whole process is dependent on the FRSC network connectivity. The whole process after the driving school certificate is obtained can be done in one day.**

## **STEPS IN RENEWING DRIVERS LICENSE**

1. Applicant visits <https://www.nigeriadriverslicence.org/> to initiate the renewal of the expired license and scrolls through the “your displayed details” till you get to the page where you select the reason for the renewal and select the duration you applying for.
2. If he/she wishes to capture, then select ‘yes’ or ‘no’ if he/she does not wish to capture and click save.
3. Makes payment through the available online channels or printout the submitted form and visit any commercial bank to make payment.
4. Upon successful payment, if he chose to capture, he/she then visits the drivers license centre for capturing.
5. If he/she chose not to capture, he continues to drive using the printout until the original license is out after 60days.
- 6. The process of drivers license renewal can be done within 20minutes depending on whether or not, he chose to capture.**

## EIRS- MOTOR VEHICLE ADMINISTRATION COST TABLE (MVACT)

S/N	CODE	VEHICLE TYPE	Revalidati on/Replac ement of Num Plate	Number Plate	Registra tion GMR	Hand Book	P.O.C	Vehicle Licence	Testing Form	Hackney Stage Carriage	Total New Reg.	Total Renewal	Total Revalidati on/Replac ement
1	a	Vehicle 1.4cc	16,750.00	18,750.00	3,125.00	1,250.00	300.00	1,250.00	1,250.00		19,675.00	2,500.00	17,175.00
2	b	Commercial	16,750.00	18,750.00	3,125.00	1,250.00	300.00	1,250.00	1,250.00	1,300.00	20,975.00	3,800.00	18,475.00
3	c	Vehicle Below 1.6CC With STD Plate	16,750.00	18,750.00	3,125.00	1,250.00	300.00	1,875.00	1,250.00		20,300.00	3,125.00	17,800.00
4	d	Commercial	16,750.00	18,750.00	3,125.00	1,250.00	300.00	1,875.00	1,250.00	1,300.00	21,600.00	4,425.00	19,100.00
5	e	Vehicles Btw 1.6 - 2.0cc With STD Plate	16,750.00	18,750.00	3,125.00	1,250.00	300.00	2,500.00	1,250.00		20,925.00	3,750.00	18,425.00
6	f	Commercial	16,750.00	18,750.00	3,125.00	1,250.00	300.00	2,500.00	1,250.00	1,300.00	22,225.00	5,050.00	19,725.00
7	g	Vehicle 2.1 - 3.0cc With STD Plate	16,750.00	18,750.00	3,125.00	1,250.00	300.00	3,125.00	1,250.00		21,550.00	4,375.00	19,050.00
8	h	Commercial	16,750.00	18,750.00	3,125.00	1,250.00	300.00	3,125.00	1,250.00	2,000.00	23,550.00	6,375.00	21,050.00
9	i	Vehicles Above 3.0cc	16,750.00	18,750.00	3,125.00	1,250.00	300.00	3,125.00	1,250.00		21,550.00	4,375.00	19,050.00
10	j	Commercial	16,750.00	18,750.00	3,125.00	1,250.00	300.00	3,125.00	1,250.00	2,000.00	23,550.00	6,375.00	21,050.00
11	k	Motor-Cycle	5,000.00	5,000.00	1,550.00			625.00	375.00		5,050.00	1,000.00	4,550.00
12	l	Commercial	2,000.00	5,000.00	1,550.00			625.00	375.00	200.00	5,250.00	1,200.00	4,750.00
13	m	Tricycle	2,000.00	5,000.00	1,550.00			625.00	1,250.00		5,925.00	1,875.00	5,425.00
14	n	Commercial	2,000.00	5,000.00	1,550.00			625.00	1,250.00	1,300.00	7,225.00	3,175.00	6,725.00
15	o	Buses (Mini)	10,000.00	12,500.00	3,125.00	1,250.00	300.00	3,125.00	1,250.00		21,550.00	4,375.00	19,050.00
16	p	Commercial	10,000.00	12,500.00	3,125.00	1,250.00	300.00	3,125.00	1,250.00	2,000.00	23,550.00	6,375.00	21,050.00
17	q	Pick-up Van	10,000.00	12,500.00	3,125.00	1,250.00	300.00	3,125.00	1,250.00	2,000.00	23,550.00	6,375.00	21,050.00
18	r	Big Buses e.g Coaster, Luxurious Buses	10,000.00	12,500.00	6,250.00	1,250.00	300.00	6,250.00	3,750.00	3,200.00	33,500.00	13,200.00	31,000.00

19	s	Tipplers and Lorries	10,000.00	12,500.00	6,250.00	1,250.00	300.00	6,250.00	3,750.00	3,200.00		33,500.00	13,200.00	31,000.00
20	t	Trucks	10,000.00	12,500.00	6,250.00	1,250.00	300.00	6,250.00	3,750.00	3,200.00		33,500.00	13,200.00	31,000.00
21	u	16 Tyres Trailer (Articulated N/Plate)	25,500.00	20,000.00	6,250.00	1,250.00	300.00	8,750.00	3,750.00	3,800.00		44,100.00	16,300.00	41,600.00
22	v	Tractors and Bulldozer	25,500.00	20,000.00	6,250.00	1,250.00	300.00	8,750.00	3,750.00	3,800.00		44,100.00	16,300.00	41,600.00
23	w	Learning Permit										500.00		
24	x	Change Of Ownership										2,500.00		
25	y	Fancy (Customized) Number Plate										96,800.00		
26	z	Out of Series Number Plate										54,800.00		
27	aa	Motor Vehicle Dealer's License Registration/Renewal Fees										63,500.00	25,000.00	
28	ab	Government Number Plate (Registration)										10,000.00		
29	ac	Government Fancy Number Plate (Registration)										40,000.00		
30	ad	Government Motorcycle Number Plate (Registration)										3,000.00		
31	ae	Traditional Rulers Number Plate (Registration)										50,500.00		
32	af	High Priest Number Plate (Registration)										54,800.00		

33	ag	Replacement of Missing/Damaged Number Plate										10,000.00		
34	ah	Driver's License (3 Years Validity)										6,350.00		
35	ai	Driver's License (5 Years Validity)										10,450.00		

**Signed by**  
The Chairman  
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