

HOW TO...? Belgian vehicle import

A brief explanation of all necessary administrative steps to import vehicles for the Belgian market.

Step 1 Customs Clearance



Every imported vehicle needs to be cleared by Belgian customs.

This can be done via [the electronic application E705](#), or via the customs branch office of your choice.

Persons liable to VAT are obliged to submit their application via the E705 application in order to obtain the E705, whereas private individuals are allowed to do so.

An E705 is an electronic signal enabling the DIV (Vehicle Registration Directorate - FPS Mobility and Transport) to check that the vehicle is on Belgian territory on a regular basis when applying for a registration plate.

Depending on the origin of the vehicle, following documents will be necessary in order to apply for a E705:

- purchase invoice (or sale contract between private individuals),
- latest vehicle registration certificate,
- identification document,
- proof of ownership of the vehicle.

Professional vehicle importers can apply for an A+ customs license. This allows to also clear vehicles via [Autoconnect VIPS](#), instead of applying E705 for each imported vehicle separately!

Step 2 Pre-registration



Since 2015, it is mandatory to pre-register all vehicles imported into Belgium with the DIV.

With [Autoconnect VIPS](#) (Vehicle Import and Pre-Registration System) you complete all the formalities online to import a new or used vehicle. You clear the vehicle by Belgian customs (with a A+ license) and you pre-register the vehicle directly with the DIV.

Vehicles that have not yet been registered/pre-registered in Belgium are unknown to DIV. By pre-registering, all known technical information is linked to the chassis number. Subsequently, the data of the owner(s) can also be linked to this.

Autoconnect VIPS contains a series of intelligent tools that make it easy for you to enter your vehicle data: prefill the form, save your entry, duplicate identical vehicles, save attachments, print the registration form, etc.

Request your access to Autoconnect VIPS via servicedesk@inmotiv.be.

If the imported vehicle is new, it is now ready for registration (step 4).

Second-hand vehicles will first need to pass technical inspection (step 3).

Step 3 Technical Inspection



If the imported vehicle has already been registered abroad before (second hand vehicle), it will need to pass the technical inspection before it can be registered in Belgium. No need for technical inspection for new imported vehicles.

The inspection must be carried out at one of the official vehicle inspection centers.

When the second hand vehicle is considered up to standards, a pink or white paper form (aanvraag tot inschrijving/demande d'immatriculation) will be issued. This form will need to be transferred to the owner of the vehicle, in order to contact an insurance broker to register the car and obtain a license plate.

Step 4 Registration



When all previous steps have been completed, the vehicle is ready for registration and a license plate can be issued.

In order to register the imported vehicle with the DIV, an official insurance broker of the owner's choice will enter all car data in [Autoconnect WebDIV](#). Technical information that was linked to the VIN number during the pre-registration process (and by the technical inspection, if applicable) will automatically be retrieved from the DIV database and presented in an overview before allowing registration to be confirmed.

If registration via Autoconnect WebDIV is successfully carried out before 5PM, the official rear license plate (together with the certificate of registration) will be delivered the very next day to the owner's domicile or address of choice.

The owner is responsible for acquiring a duplicate front plate. This duplicate can be ordered during the online registration via Autoconnect WebDIV to allow both license plates (rear and front) to be delivered at the same time!

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