



Government of The Republic of Trinidad And Tobago
Ministry of Finance
Treasury Division, Loans Management Unit

REQUIREMENTS FOR MOTOR VEHICLE INSURANCE LOANS

1. COMPLETED APPLICATION FORM

*(Please ensure that **ALL** fields are completed together with signatures and stamps)*

2. RENEWAL NOTICE

Must include:

- Name of Insured
- Vehicle Registration Number
- Type of coverage- Full comprehensive
- Policy Number
- Amount of Coverage
- Amount of Premium
- Period of Coverage (Must show Start and End Date)

{	Must Show Breakdown of Amount: Premium	\$	}
	6% Govt Tax	\$	
	Total	\$	

3. RECEIPT OF PAYMENT OR CERTIFICATE FROM LAST INSURANCE

(If Not Previously Submitted)

ADDITIONAL REQUIREMENTS IF VEHICLE WAS NOT PURCHASED WITH LOAN FROM COA

- Up to date Certified Copy of Ownership
- Certified Copy of Letter of Appointment
- Certified Copy of Letter of Promotion
- Approval for Acting Appointment
- And/ Or
- Delegated approval from Permanent Secretary for Acting Appointment
- Memorandum from Ministry/Department certifying that Officer uses Motor Vehicle Registration Number P..... in the performance of his/her duties as a travelling officer as well as CPO Authority for traveling.



(868) 223-2941-3 ext. 4302 or 4303



<https://www.finance.gov.tt/divisions/treasury-division>