

## **Rules of registering/unregistering of vehicles, and using driving licenses of the diplomatic missions in the Republic of Azerbaijan**

a) Diplomatic missions accredited to the Republic of Azerbaijan as well as their employees have the right to import and purchase at the local markets transport vehicles free of customs and other fees.

Number of vehicles imported or purchased by the diplomatic missions accredited to the Republic of Azerbaijan and the diplomatic and administrative-technical staff of those missions is regulated by the principle of reciprocity.

Vehicles, the configuration of which does not correspond to standards, rules and norms of the traffic security and environment protection, also those that have right-hand steering and tinted glass, will not be registered.

The following documents should be submitted to the State Protocol Department of the Ministry of Foreign Affairs for the registration of the vehicles and to obtain license plates:

- Note verbale;
- Two copies of filled in “Application for registration (re-registration) of the vehicle by the State traffic police” (see the respective additional application form);
- A copy of accreditation card of the vehicle owner;
- Certificate of vehicle ownership (purchase contract, invoice or other documents as specified by the legislation);
- A copy of the customs declaration and customs permit.

State license plates for the vehicles of diplomatic missions functioning in the Republic of Azerbaijan and their staff members are issued in the following way depending on the type of accreditation cards of diplomatic and administrative-technical staff:

- “SFR” series state license plates – for the vehicles of the heads of diplomatic missions (it is possible to issue only 2 “SFR” series license plates for official and private vehicles of the heads of diplomatic missions);
- “D” series license plates – for official and private vehicles of the diplomatic staff;
- “T” series license plates – for the vehicles of administrative and technical staff and other service vehicles of the missions.

It should be noted that license plates for the vehicles purchased in Azerbaijan on the basis of a power of attorney are issued only upon presentation of purchase

certificates. Depending on the sum of purchase, vehicle's date of made and the volume of its engine, payment is made by the seller in accordance with the tariffs adopted in the Republic of Azerbaijan.

b) In case the vehicles, belonging to diplomatic missions, accredited to the Republic of Azerbaijan, and to the diplomatic and administrative-technical staff of those missions, exit territory of the Republic of Azerbaijan for good or sold, license plates must be returned.

Following documents should be submitted to the State Protocol Department of the Ministry of Foreign Affairs in order unregister and return license plates:

- Note verbale;
- Two copies of the "Application for taking the vehicle off the register by the State traffic police" (see the respective additional application form);
- A copy of registration certificate of the vehicle;
- A copy of the accreditation card of the owner of the vehicle.

There are no limitations on vehicle sale. Vehicles brought to the Republic of Azerbaijan by a diplomatic mission can be sold at any time in the Republic. If the vehicle is sold to a diplomatic staff, no state duty is paid besides the service. If the vehicle is sold to a citizen of Azerbaijan, then the owner of the vehicle should pay customs duties in full prior to the sale.

If the vehicle exits Republic of Azerbaijan for good or is sold but it is not taken off the register and the license plates are not returned, then the new license plates will not be issued to the vehicles of those diplomatic missions.

c) If both state license plates of the vehicles that belong to diplomatic missions, accredited to the Republic of Azerbaijan, and to diplomatic and administrative-technical staff of those missions, are lost, no duplicate plates are issued until the lost ones are found. New state registration plates are issued instead, as provided for in the legislation.

d) It is prohibited to submit at all times for permanent or temporary use by the state bodies, non-governmental organizations and other institutions or an persons the vehicles belongs to diplomatic missions, accredited to the Republic of Azerbaijan, and to the diplomatic and administrative-technical staff of those missions or their state license plates.

e) The Republic of Azerbaijan permits the staff of diplomatic missions to use international driving licenses issued by their states and at the same time offers an opportunity to obtain national driving licenses of the Republic of Azerbaijan. In order to obtain national driving licenses of the Republic of Azerbaijan the

following documents should be submitted to the State protocol Department of the Ministry of Foreign Affairs:

- Note verbale;
- A copy of the driving license;
- The attested translation of the driving license into the Azerbaijani language;
- A copy of the accreditation card of the driving license holder.



**AZƏRBAYCAN RESPUBLİKASI**  
**XARİCİ İŞLƏR NAZİRLİYİ**  
**DÖVLƏT PROTOKOLU İDARƏSİ**

**Nəqliyyat vasitəsinin Dövlət Yol Polisi orqanlarında dövlət qeydiyyatına  
(təkrar qeydiyyata) alınması barədə müraciət**

Application for the registration (re-registration) of the vehicle by the State traffic police

**Səfirliyin / Nümayəndəliyin adı**

Name of mission

**Əməkdaşın adı və soyadı**

Name and surname of official

**Akkreditasiya vəsiqəsinin nömrəsi və verilmə tarixi**

ID card number and date of issue

**Vəzifəsi / Position**

**Xidməti / Service**  **Şəxsi / Private**

**Qeydiyyat nişanının tipi**

Type of registration number

**SFR**  **D**  **T**

**Nəqliyyat vasitəsinin markası / Model of vehicle**

**Şassi.Ban / Chassis.Ban**

**Mühərrik / Engine**

**Buraxılış ili / Year of manufacture**

**Rəng / Colour**

**Qeydiyyat üçün əsas / Basis for registration**

**Tarix / Date**

**Nümayəndəliyin başçısının imzası**

Signature of the head of mission \_\_\_\_\_

M.Y

**Note: two copies required**

**For official use only**

**Nəqliyyat vasitəsinin qeydiyyat nişanı**

Vehicle registration number

**№** \_\_\_\_\_

« \_\_\_\_\_ » « \_\_\_\_\_ » 200 il

**Tipi** \_\_\_\_\_ **nömrə** \_\_\_\_\_

**Dövlət Protokolu İdarəsinin rəisi**  
**P.Mirzəzadə**

M.Y



**AZƏRBAYCAN RESPUBLİKASI  
XARİCİ İŞLƏR NAZİRLİYİNİN  
DÖVLƏT PROTOKOLU İDARƏSİ**

**Nəqliyyat vasitəsinin Dövlət Yol Polisi orqanlarında dövlət qeydiyyatından  
çıxarılması barədə müraciət**

Application for taking the vehicle off the register by the State traffic police

**Səfirliyin / Nümayəndəliyin adı**

Name of mission

**Əməkdaşın adı və soyadı**

Name and surname of official

**Akkreditasiya vəsiqəsinin nömrəsi və verilmə tarixi**

ID card number and date of issue

**Vəzifəsi / Position**

**Xidməti / Service**  **Şəxsi / Private**

**Qeydiyyat nömrəsi**

Registration number

**Avtomobilin qeydiyyata alınma tarixi**

Date of registration

**Nəqliyyat vasitəsinin markası / Model of vehicle**

**Şassi.Ban / Chassis.Ban**

**Mühərrik / Engine**

**Buraxılış ili / Year of manufacture**

**Rəng / Colour**

**Qeydiyyatdan çıxarılmasına əsas / Basis for unregistration**

**Tarix / Date**

**Nümayəndəliyin başçısının imzası**

Signature of the head of mission \_\_\_\_\_

M.Y

**Note: two copies required**

**For official use only**

**№** \_\_\_\_\_

« \_\_\_\_\_ » « \_\_\_\_\_ » 200 il

**Dövlət Protokolu İdarəsinin rəisi  
P.Mirzəzadə**

M.Y