

Diplomatic registration * for a new car purchased in France

You need to provide all the following documents in French or in English
All documents must be in the ITER staff member's name



Note that a two-year legal period has to be respected between 2 diplomatic registrations
(when the previous car was bought tax-free or imported from a non-EU country)

MANDATORY DOCUMENTS TO OBTAIN FROM THE CAR DEALER:

- Certificate of EU conformity (you should get the **original** document, to be given to the WO)
- Copy of the tax-free invoice of the car purchase: the invoice must be issued **to your French home address**, mention **"Tax free purchase"** (check with the car dealer) and **no petrol/diesel fees and no administration fees should be mentioned**
- Copy of **"WW" registration card** (for temporary plates, usually valid for 4 months): If the dealer is entitled to issue it (if not, another car professional can do it), we advise you to buy it (ca. 50€), so that you can collect the car just after payment: to be checked directly with the dealer. If not, you will have to wait for a temporary registration certificate from the Paris Prefecture (around 6 to 8 weeks to obtain).

MANDATORY DOCUMENTS YOU HAVE TO PROVIDE:

- Copy of **proof of residence** (electricity, phone bill < 6 months)
- Copy of your valid **passport**
- Copy of your **French special resident permit**
- Copy of a **French car insurance certificate** "attestation d'assurance" (if you cannot have a WW registration number, as mentioned above, specify the "chassis" number as the identification of the vehicle). Make sure that **your name (only)** and **your home address** appear on the insurance certificate.

Car insurance is mandatory in France even if your do not drive the car, at least for liability.

Note:

- With a **WW temporary certificate**, you may drive **outside France BUT** you must check first that the destination country allows cars with such certificates.
- With a **temporary certificate issued by the Paris Police Prefecture**, you can drive only in France.

⇒ **Provide the complete electronic file (with all the documents listed above) and the original certificate of EU conformity to the WO.**

The WO will prepare the official application forms, which will require your signature and will send them to the French administration. The Ministry of Foreign Affairs and the General Customs Office will give their validation and the Paris Police Prefecture will issue the **definitive car registration card** (if no WW certificate had been issued, a Temporary certificate will be first sent by email to the WO, who will forward it to you – see note above).

TIME TO OBTAIN THE CAR DEFINITIVE REGISTRATION CARD

IS CURRENTLY FROM 2 TO 3 MONTHS

The card will be sent to the WO.

You will be informed when you can come and collect it.

Two license plate numbers appear on the registration card:

- the French number (A section)
- the diplomatic one (Z1- beginning with 454K)

You have the choice to ask the car dealer/garage/car accessories shop to print the plates with either number (French number for white plates or 454K number for green plates).

We recommend you use the white plates like local people.



Make sure you update your insurance
with the new number you have on your license plates.

The personal information provided to the Agence ITER France (AIF) is stored in an electronic file and may be forwarded to the French Administration and/or the AIF's partner Relocation Company within the framework of the administrative assistance offered to the staff of the ITER Organization. This information will be kept in our files for 5 years after the end of your ITER contract. In accordance with Law 78-17 of January 6, 1978 amended by Law 2018-493 of June 20, 2018 relative to the personal data which implements Regulation on the Directive 95/46/EC (General Data Protection Regulation), you have the right to access and rectify your personal information by contacting the AIF.

***If you hold a French special residence card - According to Article 13-3 of the ITER Headquarters Agreement**

Sample of a French car registration card (Certificat d'immatriculation) showing fields for owner, vehicle details, and license plate numbers.