

## CUSTOMER GUIDE

# UPDATING THE MID

Managing a Tradex Motor Trade policy? Learn how to update vehicles on the Motor Insurance Database (MID) to keep your business running smoothly and help stay compliant. Our quick guide covers the basics.



WE'RE HERE TO HELP

[MID@QUOTEMETODAY.CO.UK](mailto:MID@QUOTEMETODAY.CO.UK)

## HOW TO UPDATE THE TRADEX MID

You will soon receive your login credentials from Tradex, giving you access to easily manage your Motor Trade vehicles online. Please refer to the Tradex MID Guide for instructions and review the list below to understand which vehicles should and should not be added to the system.

[TRADEX PORTAL](#)

[TRADEX MID GUIDE](#)

|                           | ADD TO MID | FURTHER INFORMATION                                                                                                                                                                                                                                                                    |
|---------------------------|------------|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| PERSONALLY OWNED VEHICLES |            | These vehicles must be registered to the policyholder or drivers who are entitled to drive their own personal vehicles under the policy for social domestic and pleasure purposes. These vehicles must be taxed.                                                                       |
| BUSINESS VEHICLES         |            | These vehicles must be registered to the Business insured. The vehicle must be taxed. Examples of these vehicles include company vehicles used for business purposes, such as a Recovery Truck etc.                                                                                    |
| TRADE PLATES              |            | Any Trade Plates that are registered to the policyholder should be included on the Motor Insurance Database.                                                                                                                                                                           |
| STOCK VEHICLES            |            | These vehicles are passing through vehicles and should not be added to the MID. These are untaxed vehicles and cover under your Motor Trade Policy for these vehicles is restricted to Motor Trade use only, they cannot be driven for social, domestic and pleasure purposes.         |
| CUSTOMER VEHICLES         |            | Vehicles owned by the policyholders customer whilst in your possession for Motor Trade Purposes in connection with your business occupation should not be added to your MID. These are also restricted to Motor Trade use only and cannot be driven for social, domestic and pleasure. |

## PLEASE NOTE

As per DVLA expectations, vehicles registered in the motor trade should be untaxed and used on trade plates whilst in the temporary possession of the trader. If the trader wishes to tax vehicles for personal use, then vehicles should be registered to them and taxed accordingly.

Vehicles in the trade should only be taxed at the point where they are sold to a new keeper and the new keeper details notified to DVLA. We also require the client to retain evidence in the form of emails from the DVLA for any changes made online or postal evidence for any changes not done online.

## TOP TIPS FOR KEEPING THE MID UP TO DATE



### UPDATE THE MID IN REAL TIME

Motor traders need to keep the MID up to date every time they buy or sell a vehicle. As soon as you buy a car, add it to the MID – when it's sold, remove it right away.



### THE MID IS A LEGAL REQUIREMENT

Not updating the Motor Insurance Database can result in fines, legal trouble or your car being impounded. Help to stay compliant by keeping your records up to date.



### VEHICLES FOR PERSONAL USE

Want to use your personal car for everyday driving under your Motor Trade policy? Make sure you declare it to your insurer and get their approval first.



### DON'T FORGET TRADE PLATES

Remember, if you use trade plates for transporting or demonstrating vehicles, they must also be registered on the Motor Insurance Database.



### KEEP ON TOP OF PAPERWORK

Make sure you have the right paperwork to show you've acquired each vehicle for your business as you might need this in the event of a claim.