



**Australian Government**

**Department of Infrastructure, Transport,  
Regional Development and Local Government**

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# Importing Vehicles to Australia

*Information Brochure (VSB10)*

Issue Date: February 2009

**It is strongly recommended that you do not ship your vehicle  
until after you receive your Import Approval.**



**Department of Infrastructure, Transport, Regional Development and Local Government  
Vehicle Safety Standards**

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## 1. Introduction

This bulletin explains how to find out whether a vehicle is eligible to be imported and how to obtain an Import Approval.

An Import Approval must be obtained for a vehicle to gain customs clearance at its point of entry to Australia. Vehicles that arrive in Australia without an Import Approval generally incur significant storage costs until an Import Approval is issued.

It is strongly recommended that you do not ship your vehicle to Australia until such time as you are issued with an Import Approval

If you ship your vehicle before receiving an approval and your vehicle arrives before the application is processed, you may incur storage costs from the shipping company/freight forwarder. You may also be open to prosecution, as it is an offence to import a vehicle without an Import Approval.

Importation takes place when a vehicle has landed within the port of intended discharge and not once the vehicle clears customs control. If the import application is not approved, you will have to either export the vehicle or have it destroyed at your own expense. Destruction will need to take place under Customs supervision.

## 2. Other considerations before importing

Overseas vehicles are usually built to different specifications to those required for the Australian market. Do not assume that a vehicle that seems to be identical to a model already available in Australia meets the required Australian Design Rules (ADRs). Generally, only vehicles that have been built specifically for the Australian market comply with all of the required ADRs.

Vehicles for use on public roads in Australia are usually required to be Right Hand Drive (RHD). Contact your local State or Territory Registration Authority for information on acceptance of Left Hand Drive (LHD) vehicles. Contact details for registration authorities can be found at the end of this bulletin.

Insurance cover, other than compulsory third party, may be difficult to obtain for used imported vehicles.

**Note:** An Import Approval does not ensure automatic release of the vehicle from Australian Customs control. You must still meet all of the Australian Customs requirements eg: duties, GST, quarantine requirements, etc. Contact details for the Australian Customs Service can be found at the end of this bulletin.

### 3. Legislation

The *Motor Vehicle Standards Act 1989* (the Act) and Motor Vehicle Standards Regulations 1989 (the Regulations) make it an offence to import, sell or present new or used imported vehicles to the Australian market for the first time unless they meet the National Standards, except in circumstances where an exemption has been granted by the Administrator of Vehicle Standards (the Administrator).

The Australian Design Rules (ADRs) for motor vehicles and trailers are the National Standards and a standard vehicle is one that complies with all of the applicable ADRs. An identification plate fitted with the approval of the Administrator indicates that a vehicle is a standard vehicle.

Vehicles for use on Australian roads need to be registered by a State or Territory vehicle registration authority. Generally, a vehicle needs to be fitted with an identification plate before it can be registered. Some vehicles, such as those built before 1 January 1989, those imported by temporary visitors and those for use as mining equipment do not require a plate (all discussed later in this bulletin).

In addition to identification plates there are other plates approved to be fitted to certain non-standard vehicles. These include used import plates.

While the shape and style of plates varies from manufacturer to manufacturer, all can be recognised because they bear the words *"This vehicle was manufactured to comply with the Motor Vehicle Standards Act 1989"*. On passenger cars, the plate is usually on the firewall. Some modern plates are adhesive labels.

Plates may only be fitted with the approval of the Administrator.

Vehicles that are already fitted with an Australian identification plate may still require an Import Approval. Refer to section entitled ["Eligibility Criteria to Import a Vehicle to Australia"](#).

## **4. Vehicle Approval Schemes**

### **4.1. Full Volume**

A full volume manufacturer is one that holds approval to place identification plates on new vehicles supplied to the Australian market in unlimited numbers.

Compliance tests are done on a representative vehicle or batch of vehicles. The results of these tests are used to demonstrate that all vehicles of that type meet the ADRs. As some of the tests require that a vehicle be crashed, it is only cost effective to obtain approval to fit plates to vehicle models that have sizeable markets.

### **4.2. New Low Volume Vehicles**

The Low Volume Scheme for new vehicles allows for the supply to the market of up to 25 or 100 vehicles per year (numbers may vary depending on the vehicle category). The Scheme provides a major concession in that it allows alternative forms of evidence to be submitted against some of the ADRs. In the main, this applies to ADRs where destructive or expensive testing is required.

The Low Volume Scheme for new vehicles is limited to vehicle make/models that are on the Register of Specialist and Enthusiast Vehicles (the Register). The eligibility requirements for entry on the Register are set out in Regulation 24 of the Motor Vehicle Standards Regulations 1989, and in the Administrator of Vehicle Standards Circular 0-2-12.

For more information: [www.infrastructure.gov.au/roads/motor/sevs/index.aspx](http://www.infrastructure.gov.au/roads/motor/sevs/index.aspx)  
Specialist & Enthusiast Vehicle Scheme (SEVS): 02 6274 7498

### **4.3. Registered Automotive Workshop Scheme (RAWS)**

A RAW is a business that has been approved to import and plate up to 100 used vehicles (per vehicle category), per year. The vehicles imported must be on the Register of Specialist and Enthusiast vehicles (with the exception of unrestricted used motorcycles). The application form attached to this bulletin is not to be used for vehicles imported under the RAW Scheme. For information about importing vehicles under the RAW Scheme, refer to section 5.10.

### **4.4. Specialist and Enthusiast Vehicle Scheme (SEVS)**

SEVS is a register of vehicle make/models that have been assessed as meeting the criteria in the Regulations for classification as specialist and enthusiast vehicles.

These are make/models that are not available from the mainstream manufacturers and cater for consumers with specialist and enthusiast interests.

The criteria and application form for SEVS decisions and a list of all the vehicle models already assessed under the scheme are available on the Register of Specialist and Enthusiast Vehicles at:  
[www.infrastructure.gov.au/roads/motor/sevs/index.aspx](http://www.infrastructure.gov.au/roads/motor/sevs/index.aspx)

## 5. Eligibility Criteria to Import a Vehicle to Australia

The following are different ways you can import a vehicle to Australia. At least one of the following criteria must be met to be eligible to import a vehicle into Australia

Each heading is a different way you can qualify to import a vehicle.

### 5.1. Vehicles manufactured before 1 January 1989 – Part 4 on Application Form

You can import any vehicle manufactured before 1 January 1989 without restriction, but you still need a Vehicle Import Approval for it to enter Australia and the Application for Approval to Import a Vehicle Form must be used.

You might have to modify the vehicle to meet registration requirements. You should contact the Motor Vehicle Registration Authority in the State or Territory where you intend to register the vehicle for information on their requirements.

To apply for an import approval under the arrangements for older vehicles, you must provide:

- a completed Application for Approval to Import a Vehicle;
- the application fee, \$50.00 Australian Dollars, by cheque, Money Order, or credit card (MasterCard or Visa only), if paying by cheque from overseas, seek advice from your bank on the correct process;
- copy of the vehicle purchase document(s);
- photographic identification of the person making the application or, for a company, the responsible officer, the photograph must be certified by an appropriate person (see the section later in this brochure) as being that of the applicant, if you have not submitted an application to import a vehicle within the last 12 months you will need to provide the photographic identification;

If you have owned and used the vehicle for some time, you might be able to apply to import your vehicle under the Personal Import arrangements. Read on further to see if this applies to you and your vehicle.

### What if the vehicle was manufactured before 1 January 1989 and you have owned and used it for at least one Year?

If the vehicle was manufactured before 1 January 1989 and you have owned and used it for at least one year, you may be able to apply for approval to import the vehicle under the arrangements for older vehicles (read the previous section) and the Personal Import arrangements (read the next section).

In some cases, the registration requirements for Personal Import vehicles can be less complex than for the older vehicles. These requirements are determined by the individual vehicle registration authority.

Before you make your import application, you should contact the registering authority in the state or territory in Australia where you will be registering the vehicle for the first time for advice on the different requirements for older vehicles and personal import vehicles, contact details for the registering authorities are at the end of this brochure.

### 5.2. Trailers - Part 5, 6 and 7 on Application Form

Any trailer designed for towing behind a road motor vehicle must have a Vehicle Import Approval granted so that it can enter Australia. The trailer may be as small as a motorcycle trailer, a caravan or as large as an oversize trailer used for moving heavy machinery or loads.

Importers should be aware that trailers manufactured for other markets may need significant modifications to comply with the applicable ADRs. This may include replacement or testing of braking systems, replacement of trailer couplings such as ball couplings or fifth wheels, replacement of wiring or connectors, replacement of trailer lights and adjustment to axle group positions to reduce rear overhang.

## New and Used Trailers up to 4.5 Tonnes Aggregate Trailer Mass (ATM)

These trailers may be approved for importation to Australia subject to the trailers being modified according to the requirements of the Australian Design Rules (ADRs) before being sold or registered for use on public roads for the first time in Australia.

Details of the requirements are given in VSB 1 Building Small Trailers.

<http://www.infrastructure.gov.au/roads/safety/bulletin/vsb1/index.aspx>

**Note:** If the trailer cannot be made to comply with the Australian Design Rules then it must be exported or destroyed.

As part of the import application, the importer must provide:

- \$50.00 application fee
- a completed Application for Approval to Import a Vehicle
- purchase document
- If the ATM is greater than 3000kg – please provide a copy of the original manufacturers' specifications.

**Note:** if the trailer is originally manufactured in the United States of America – Gross Vehicle Weight Rating is equivalent to ATM

- certified picture ID of the importer or responsible officer if a company (if you have not imported in the last 12 months you will need to provide your ID again)

Some further information that may be required after assessment of the application:

- Brochures showing the original manufacturers specifications for the trailer;
- If the proposed ATM is different to the original manufacturer's ATM (or GVWR), you will need to complete the justification for de-rating. If possible include engineering justification such as test results on the capacity of the tow coupling or suspension components that show that they are not capable of meeting ADR requirements or Australian conditions;
- In the case of caravans, the justification must include the number of berths in the trailer and the mass of grey and black water that may be carried in the caravan.

**Note:** If the ATM is less than or close to the tare mass an Import Approval will not be granted.

## Trailers with an ATM Greater than 4.5 Tonnes

These trailers may be approved for importation to Australia subject to the trailers complying with the ADRs applicable at the date they are first supplied to the market or first used in transport in Australia.

New trailers must also have an Identification Plate fitted in accordance with an approval issued by the Administrator of Vehicle Standards.

Used trailers must also have a section 16(2) approval issued by the Administrator of Vehicle Standards.

## Certification schemes for trailers with an ATM greater than 4.5 tonnes

### 1 - Single Trailer (Low Volume) Approval Scheme (only applicable to new trailers)

This scheme allows the certification and supply to the market of only one new trailer every 12 months. If you wish to import more than one trailer within the 12-month period, the trailers will need to be certified through the Full Volume Approval Scheme.

### **Registering as a Licensee in the Road Vehicle Certification Scheme (RVCS).**

You must first register before making a vehicle import application.

The Registration form for a Licensee can be downloaded from the RVCS website accessible from:

<http://rvcs.infrastructure.gov.au/>

1. Select 'Register here' from the menu and follow the instructions to download a copy of, and submit the completed 'Registration form for a Licensee' form.
2. Once you are given your Licensee number (four-digit number prefixed with the letter 'L') you must fill in the Licensee number box on the vehicle import application form.

An Import Approval for a Test and Evaluation Vehicle may be granted for this trailer on the condition that the trailer will be modified and tested to demonstrate compliance with the applicable ADR's.

If for any reason the trailer is unable to meet the ADR's then it must be exported for destroyed.

As part of the import application, the importer must provide:

- a completed Application for Approval to Import a Vehicle;
- \$50.00 application fee
- purchase document
- certified picture ID of the importer or responsible officer if a company (if you have not imported in the last 12 months you will need to provide your ID again)
- a signed declaration that the trailer will be modified to comply with the ADRs that apply at the date the trailer is first supplied to the market or first used in transport in Australia
- a letter from an Australian State or Territory Registering Authority that they will allow the trailer to be used on public roads. (If the trailer is over dimensioned (e.g. more than 2500mm wide etc.).

## **2 - Full Volume Approval Scheme - (only applicable to new trailers)**

You must use this scheme if you wish to import more than one new trailer over a 12-month period.

You can only import one trailer if you do not have an Identification Plate Approval (IPA) under the Full Volume Approval Scheme.

An approval for a Test and Evaluation Vehicle may be granted for this trailer on the condition that the trailer will be modified and tested to demonstrate compliance with the applicable ADR's. If for any reason the trailer is unable to meet the ADR's then it must be exported for destroyed.

If you have not already done so, you must first register the Licensee, the Production Facility and Design Facility in the Road Vehicle Certification System (RVCS) before making a vehicle import application. The Registration forms for a Licensee, Production Facility and Design Facility can be downloaded from the RVCS website accessible from: <http://rvcs.infrastructure.gov.au/>

Complete these forms and mail or fax them to this Office.

If you are already have a Licensee ID you can use this ID on the vehicle import application form.

For the purpose of the IPA, the importer is considered the manufacturer and must have quality management systems in place to ensure that each trailer fitted with an identification plate is of the same specification as that of the trailer approved in the IPA. Once you have gained an IPA you can apply to import unlimited numbers of the trailers covered by the IPA.

**Note:** If you cannot use this IPA to import different make and models of trailers. You will need to go through the same process of applying for importation of one Test and Evaluation vehicle for each of the different make and models.

Further information is available at: <http://rvcs.infrastructure.gov.au/>

As part of the import application, the importer must provide:

- a completed Application for Approval to Import a Vehicle;
- \$50.00 application fee
- purchase document
- If a test trailer, supply your Licensee number, Production Facility number, Design Facility number.
- If you already hold Identification Plate Approval supply the IPA number
- certified picture ID of the importer or responsible officer if a company (if you have not imported in the last 12 months you will need to provide your ID again)
- a signed declaration that the trailer will be modified to comply with the ADRs that apply at the date the trailer is first supplied to the market or first used in transport in Australia
- a letter from an Australian State or Territory Registering Authority that they will allow the trailer to be used on public roads. (If the trailer is over dimensioned (e.g. more than 2500mm wide etc.).

### 3. Used Trailer Certification Scheme

This scheme allows the certification and supply to the market of only one used every 12 months. Trailers that are up to 4.5 tonnes ATM are not eligible.

An Import Approval may be granted on the condition that the trailer will not being used on public roads until it has been modified to comply with the applicable ADRs that apply at the date the trailer is first supplied to the market or first used in transport in Australia and you have obtained an approval under section 16(2) of the Act.

If for any reason the trailer is unable to meet the ADR's and/or obtained a section 16(2) approval then it must be exported for destroyed.

For information on obtaining a Section 16(2) approval contact:

**Mr Bob Seow on 02 62 74 7504**

As part of the import application, the importer must provide:

- a completed Application for Approval to Import a Vehicle;
- \$50.00 application fee
- purchase document
- certified picture ID of the importer or responsible officer if a company (if you have not imported in the last 12 months you will need to provide your ID again)
- a signed declaration that the trailer will be modified to comply with the ADRs that apply at the date the trailer is first supplied to the market or first used in transport in Australia
- a letter from an Australian State or Territory Registering Authority that they will allow the trailer to be used on public roads. (If the trailer is over dimensioned (e.g. more than 2500mm wide etc.).

## DEFINITIONS

- **Aggregate Trailer Mass (AGM)** - the total mass of the laden trailer when carrying the maximum load recommended by the 'Manufacturer'. This will include any mass imposed onto the drawing vehicle when the 'Combination Vehicle' is resting on a horizontal supporting plane.
- **Design Facility** - The facility which conducts the design (or substantially controls the design) of vehicles to which identification plates are to be fitted
- **Gross Trailer Mass (GTM)** - the mass transmitted to the ground by the 'Axle' or 'Axles' of the trailer when coupled to a drawing vehicle and carrying its maximum load approximately uniformly distributed over the load bearing area, and at which compliance with the appropriate ADRS has been or can be established.
- **Licensee** - The legal identity ultimately responsible for ensuring that identification plates are only fitted to vehicles meeting the requirements of the Motor Vehicles Standards Act 1989. (The Licensee is usually known as the manufacturer, or identification plate approval holder, but may not actually manufacture the vehicle at all)
- **Overall Width** - the maximum distance measured across the body including wheel guards, but excluding rear vision **mirrors**, signalling devices and side-mounted lamps.

**Note:** Overall width should include any equipment such as awnings or brackets. If overall width is greater than 2500mm you must provide a letter with this form from a state or territory registration authority stating that they are prepared to register a non-standard vehicle.

- **Production Facility** - The facility that manufactures (or substantially completes the manufacture of) vehicles to which identification plates are to be fitted.
- **Tare Mass** - mass of a vehicle other than a L-group vehicle ready for service, unoccupied and un-laden, with all fluid reservoirs filled to nominal capacity except for fuel, which shall be 10 litres only, and with all standard equipment and any options fitted.

**Note** applications for vehicles fitted with tanks for water or other fluids not involved in the operation of the vehicle, do not need to include these in the Tare Mass these are considered as goods.

### 5.3. Trucks and Buses

#### Trucks less than 12 tonnes Gross Vehicle Mass (GVM) and buses with less than 12 seating positions

If the vehicle is built on a conventional truck chassis it will be classed as a truck. If the vehicle has more than 9 seating positions, including the driver's seat, it is classed as a bus.

Trucks having a GVM less than 12 tonnes and buses with fewer than 12 seating positions need to meet the ADRs applicable at the date of original manufacture.

These vehicles must have an identification plate fitted. Importers will need to obtain one of the following:

1. A letter of compliance from the approved identification plate holder. A list of approval holders is available at: <http://www.infrastructure.gov.au/rvcs> Vehicle/RVD Search [See also the section on Letter of Compliance for more information.]

You need to perform a search for the Make and Model of vehicle you wish to import;

2. The vehicle will need to be modified by a Registered Automotive Workshop holding the appropriate approvals to meet the National Standards (Australian Design Rules). A full list of RAWs is available at: <http://raws.infrastructure.gov.au>

**Note:** If you are using a RAW then the RAW must make the application to import.

3. A letter of agreement from an organisation who holds New Low Volume approval. To search to see if there is a Low Volume Approval Holder go to: <http://rvcs.infrastructure.gov.au> Vehicle/RVD Search

Documents required to be submitted with the application form:

- \$50.00 application fee
- purchase document
- letter of compliance (1 above)
- or Letter of Agreement (3 above) trucks Gross Vehicle Mass or number of seats for buses
- certified picture ID of the importer or responsible officer if a company (if you have not imported in the last 12 months you will need to provide your ID again).

## Trucks over 12 tonnes Gross Vehicle Mass (GVM) and buses with more than 12 seating positions

These vehicles must have a plate fitted. Importers need to obtain one of the following:

1. A letter of compliance from the approved identification plate holder. A list of approval holders is available at: (See the section on Letter of Compliance for more information).  
<http://rvcs.infrastructure.gov.au> Vehicle/RVD Search

You need to perform a search for the Make and Model of vehicle you wish to import

2. The vehicle will need to be modified by a Registered Automotive Workshop holding the appropriate approvals to meet the National Standards (Australian Design Rules). A full list of RAWs is available at: <http://raws.infrastructure.gov.au>

Trucks over 12 tonnes GVM to be imported and fitted with a Used Import Plate by a Registered Automotive Workshop (RAW) and buses with more than 12 seating positions need to meet the ADRs applicable when the plate is fitted.

**Note:** If you are using a RAW then the RAW must make the application to import.

3. A letter of agreement from an organisation who holds New Low Volume approval. To search to see if there is a Low Volume Approval Holder go to:  
<http://rvcs.infrastructure.gov.au> Vehicle/RVD Search

Documents required to be submitted with the application form:

- \$50.00 application fee
- purchase document
- an original letter of compliance (1 above) or
- letter of agreement (4 above)
- GVM for trucks or number of seats for buses
- certified picture ID of the importer or responsible officer if a company (if you have not imported in the last 12 months you will need to provide your ID again).

#### 5.4. Letter of Compliance – Part 9 on Application Form

Dealers and distributors do not have authority to sign a Letter of Compliance. A Letter will only be issued by the manufacturer where a vehicle was originally built to Australian specifications (i.e. to comply with the Australian Design Rules).

A Letter of Compliance states that a vehicle complies with the applicable ADRs at the time of the vehicle's original build date. Only the authorised Australian representative of the manufacturer, or the organisation holding the Plate Approval for the particular vehicle model, can issue a Letter of Compliance for the vehicle you intend to import. It is therefore only in exceptional circumstances that a Letter of Compliance can be obtained.

You are only permitted to import 1 vehicle in a 12 month period under these arrangements.

The plate is supplied by the Administrator for affixing to the vehicle before registration in your State or Territory. There is a charge for the supply of this plate by the authorised plate engraver.

Details of companies that have approval to place identification plates on new vehicle and therefore are permitted to issue a Letter of Compliance are available from the Internet at:

<http://rvcs.infrastructure.gov.au> Vehicle/RVD Search

Documents required to be submitted with the application form:

- \$50.00 application fee
- purchase document
- original Letter of Compliance
- certified picture ID of the importer or responsible officer if a company (if you have not imported in the last 12 months you will need to provide your ID again).

## 5.5. Personal Imports – Part 10 on Application Form

The following **are not eligible** to import a vehicle under the personal import scheme.

- visitors
- temporary residents
- foreign diplomatic personnel
- companies
- corporations

To be eligible for a personal import the following criteria must be satisfied:

- a. the vehicle has been owned and used by the applicant for a continuous period of at least 12 months (3 months where ownership and use of the vehicle commenced before 8 May 2000);
- b. at the time the vehicle is imported, the applicant is:
  - i. an Australian citizen or an Australian permanent resident; or
  - ii. a person who has applied to become an Australian citizen or an Australian permanent resident;
- c. the applicant is of an age that entitles him or her to hold a licence or a permit to drive a road vehicle of that type;
- d. the applicant undertakes to comply with any requirements as to road safety that are imposed in respect of the vehicle by the Administrator; and
- e. the applicant has not imported a road vehicle owned by him/her within the year ending on the day on which the vehicle in respect of which the application is made is landed in Australia. If an applicant has imported a vehicle under any other provisions in that time, approval will not be granted.

The criteria outlined at (a) to (e) above are mandatory criteria as included in Regulation 13 of the Motor Vehicle Standards Regulations 1989. The criteria will be strictly enforced.

**Copies of the following documents must be provided to establish ownership and use of the vehicle overseas for twelve consecutive months, or more:**

- every page of your passport including all blank pages
- Statement of travel. This involves supplying details of any absences from your main country of residence during the relevant qualifying period for ownership and use of the vehicle. If your travel was for business reasons you must supply a letter to that effect from your employer.
- purchase documents
- overseas registration documents in your name
- Driver's Licence
- A \$50 application fee must also be provided.

**Applicants importing from Japan must include the following additional documents:**

- Overseas registration certificate, from time of purchase, to time of deregistration, in the applicant's name
- Overseas de-registration certificate, in the applicant's name, showing the date that the vehicle was deregistered in Japan if applicable
- A parking approval in the applicant's name showing that the applicant had permission to park the vehicle
- Compulsory Tax and Insurance
- The applicant's driver's licence –international or as issued by Japanese authorities.

## **410 & 457 Visa holder and New Zealand Citizens**

Regulation 13 of the Motor Vehicle Standards Regulations states that the applicant must be an Australian citizen, an Australian permanent resident or a person who has applied to become an Australian citizen or Australian permanent resident.

The Administrator has recognised that people travelling on 410 Visas are unable to apply for permanent Australian Residency, even though they are permitted to remain and live in Australia. The Administrator also recognises that New Zealand citizens and people travelling on a 457 Visa are unable to apply for permanent residency until they have migrated to Australia and have met certain immigration requirements.

The Administrator will consider applications to import personally owned vehicles from applicants who are entering Australia under these arrangements.

**Note:** In these cases, all criteria other than (b) in relation to citizenship must still be met.

**Applicants from New Zealand and those travelling on a 457 “Long Stay Business Visa” will need to demonstrate their credentials as genuine migrants by way of:**

- Employment details – letter from employer stating where you are working
- Rental agreement/purchase agreement for property in Australia
- Opening of Australian bank account
- Shipment of household goods
- Australian telephone/electricity accounts
- Australian tax file number
- Medicare card
- Enrolment of children in an Australian school
- Sale of property in home country
- Resignation from work in home country
- Cancellation of rental property in home country
- Entry Stamp into Australia –until you arrive in Australia your Import Approval is unable to be granted. (This only applies to New Zealand passport holders)

This list is a guide only, and you may be required to provide further evidence of your migration status.

**Applicants travelling on a 410 “Retirement Visa” will need to demonstrate their credentials as genuine migrants by way of:**

- Rental agreement/purchase agreement for property in Australia
- Opening of Australian bank account
- Shipment/quotation of household goods
- Medical Insurance for Australia
- Australian telephone/electricity accounts
- Australian tax file number
- Sale of overseas property
- Resignation from work in overseas country
- Cancellation of overseas rental property

This list is a guide only, and you may be required to provide further evidence of your migration status.

## All Applicants

Further details may be requested to substantiate claims of ownership and use of the vehicle during the qualifying period.

Other documents that may be required include:

- Previous owner's deregistration certificate for the vehicle
- Vehicle insurance documents in the applicant's name
- Documents, in the applicant's name, in relation to the purchase of the vehicle, for example, cheque butts, bank statement/credit card statement, ATM withdrawal document, receipt from vendor of vehicle
- Documents, in the applicant's name, showing that the applicant paid for any maintenance or repairs to the vehicle
- The applicant's passport with exit and entry stamps that indicate when the applicant left and returned to Australia and show that the applicant was continuously with the vehicle in the overseas country for the required period
- Proof that the applicant is currently resident in Australia
- Proof that the applicant returns to Australia with the vehicle
- The applicant must produce a copy of both passports when dual passports are held
- Proof of the applicant's physical presence, continuously or intermittently, during a twelve month period in the country where the vehicle was purchased and primarily used prior to lodging an application to import the vehicle to Australia
- Evidence of the frequency, regularity and duration of visits to places outside the country where the vehicle was purchased and used
- Evidence of the maintenance by the applicant of a permanent place of abode in the overseas country during absences (eg telephone accounts, electricity bills).

Documents that are not in English must be accompanied by a translation certified by a member of an accredited agency such as the National Accreditation Authority of Translators and Interpreters.

You may be required to submit original documentation (not photocopies) to confirm eligibility under the Personal Import Scheme. If the applicant declines to submit the documents requested, the Administrator will take this into account in assessing the bona fides of the application and may, as a result, refuse to issue an Import Approval.

Applicants can contact the Department by phone (calling within Australia 1800 815 272 or from outside Australia 61 2 6274 7444 or by e-mail to [vimports@infrastructure.gov.au](mailto:vimports@infrastructure.gov.au)) for advice on acceptable authorities to witness documents in the country where the vehicle is registered and/or used. These persons would hold an authority to witness documents similar to that of a Public Notary or Justice of the Peace in Australia.

Under the Personal Import Scheme, modifications to bring the vehicle up to minimum safety standards can be deferred until you wish to register the vehicle.

For Australian registration purposes, a vehicle imported under this category must:

- be roadworthy; and
- meet minimum safety standards

If you are eligible, a Personal Import Approval will be issued. The approval papers comprise four parts:

- One copy clears the vehicle from its point of entry to Australia;
- One allows you to obtain a Personal Import Plate;
- One is for the registering authority; and
- The fourth is for your own records and should be kept with the vehicle.

## Personal Import Plates

A Personal Import Plate is evidence that the vehicle is an approved vehicle import and allows it to be registered.

Before applying for a Personal Import Plate, the vehicle must be brought up to acceptable ADR standards and the original Import Approval headed "This copy authorises the issue of a Personal Import Plate" must be completed.

Some registering authorities will inspect your vehicle and sign a statement of compliance. Others will refer you to an authorised signatory for inspection.

The statement of compliance must be signed on the appropriate three approval documents by an authorised person.

The original signed statement of compliance which is marked for the plate engraver must be sent to the plate engraver whose address is given on the Import Approval. There is an additional cost for the engraving of the Personal Import Plate.

Contact your State or Territory Registration Authority for details about how to have your vehicle inspected and the statement of authority signed. The addresses of the Registration Authorities are provided at the end of this bulletin.

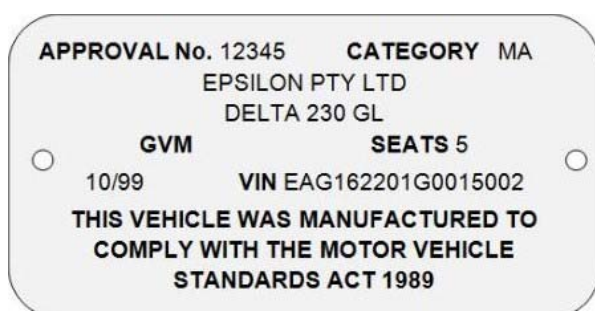
### 5.6. Is an Australian identification plate already fitted to the vehicle or are you returning a vehicle that was originally exported from Australia? – Part 8 on Application Form

**Any road vehicle, that is being imported into Australia must be covered by a valid import approval, a valid carnet or be subject to an intergovernmental agreement such as a Status of Forces Agreement before it may be cleared for entry into Australia by the Australian Customs Service.**

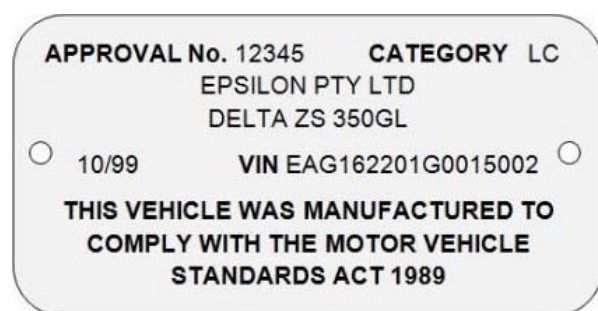
There are many reasons that people take their Australian vehicle overseas, perhaps for a vacation, a particular event, to live overseas for a while or even to have work done on the vehicle. This section explains the different processes that may be followed to allow vehicles back in to Australia.

### Vehicles fitted with an Australian Identification Plate that have not been modified before being re-imported to Australia

An Identification Plate (also known as a Compliance Plate) is fitted to a vehicle by the manufacturer to confirm that the vehicle complied with the applicable Australian Design Rules when it was first supplied to the market in Australia. Figure A shows what an identification plate looks like. Identification plates are normally fitted on the firewall on passenger cars and on the frame head on motorcycles however, some vehicles may have identification plates fitted in the door frame or in the luggage compartment. Older identification plates were made from stamped aluminium, modern plates are adhesive labels.



*Typical Motor Car and Truck Identification Plate*



*Typical Motorcycle Identification Plate*

If your vehicle is fitted with an identification plate, an import approval may be able to be issued to allow you to import your vehicle. You must complete and submit the application at the end of this guide and provide the following information:

- a completed Application for Approval to Import a Vehicle;
- the application fee – \$50.00 Australian Dollars – by cheque, Money Order, or credit card (MasterCard or Visa only) – if paying by cheque from overseas, seek advice from your bank on the correct process;
- a copy of the vehicle purchase document(s);
- Details of the plate, including a photograph showing:
  - Vehicle Make
  - Vehicle Model
  - Date of Manufacture
  - Vehicle Category
  - Number of seats
  - Identification Plate Approval Number
- photographic identification of the person making the application or, for a company, the responsible officer – the photograph must be certified by an appropriate person (see the section later in this brochure) as being that of the applicant – if you have not submitted an application to import a vehicle within the last 12 months you will need to provide the photographic identification;

### **Vehicles fitted with an Australian Identification Plate that have been extensively modified while overseas**

Vehicles that have been extensively modified while overseas may not be eligible to be imported under this provision. Extensively modified vehicles may be considered new vehicles for the purpose of the Act because the original identification plate no longer describes the vehicle, for example in the case of a passenger car that has been stretched into a limousine with additional seats, the vehicle category may have changed and the number of seats listed on the plate may be incorrect. If your vehicle has been modified at all while overseas you must provide details of the modifications.

Where the modifications do mean that the identification plate is not valid, there are several alternatives under which an import approval may be granted:

- For vehicles that were not used in transport in Australia (not registered), and not used overseas, the modified vehicle must be demonstrated to comply with the Australian Design Rules and approval must be issued under the Act to allow a new identification plate to be fitted. An application may be made to import the vehicle as a test vehicle (see section 4.1 and 4.2 of the guide for information on new vehicle certification).
- For vehicles not used in Australia, modified and then used overseas, importation may only be granted under the Personal Imports Scheme (Section 5.5) or the Registered Automotive Workshops scheme (Section 4.3)
- For vehicles that have been used in Australia and then exported and modified, an import approval may be granted if advice can be provided from the state or territory registration authority where the vehicle is to be registered that they will consider the vehicle for registration under their modified vehicle scheme. Import approvals issued under this arrangement will prohibit use in transport until a state or territory has registered the vehicle as a modified vehicle. People considering modifying their vehicle overseas should discuss registration requirements before exporting their vehicle.

### **Non Standard Vehicles not fitted with an identification plate.**

If an import approval had been issued in the past to allow a vehicle not fitted with an identification plate to be imported into Australia, you cannot assume that it will be allowed back into Australia. A vehicle that was

imported into Australia and then re-exported will need a new vehicle import approval before the vehicle can be imported back to Australia.

Please be aware, before you export the vehicle overseas you will only be issued with a new vehicle import approval if you satisfy one of the criteria contained in this document.

## **Exemptions From import Approval**

### **Carnet**

If you have exported your vehicle from Australia, say for a trip, you will probably have obtained a Carnet. In Australia, Carnets are issued by the Australian Automobile Association (AAA). A Vehicle Import Approval is not required for a vehicle returning to Australia if it left Australia on a Carnet and is being returned on that Carnet, and the Carnet is valid and current.

If the Carnet has expired or is no longer valid you will need to obtain a Vehicle Import Approval if you wish to bring the vehicle back to Australia.

### **Status of Forces Agreements**

Australian service men and women may be entitled under status of forces agreements to export Australian vehicles for a period of service overseas and to then bring that vehicle back to Australia without obtaining an import approval.

## 5.7. Overseas visitors to Australia

### The Carnet

If you are visiting Australia on a vacation, you may temporarily import your vehicle to Australia by presenting a valid Carnet de Passage en Duane to the Australian Customs Service at the port where the vehicle arrives in Australia.

A carnet is similar to a personal passport and contains all the relevant information about the vehicle - make, model, colour, engine capacity, seating capacity, registration number, owner and value. Carnets can be obtained for motor vehicles, motorcycles, campervans, four wheel drive vehicles, caravans and trailers.

Your Vehicles' Carnet must be obtained from the motoring organisation in your country of residence before you leave home. (For USA residents, carnets are available from the Canadian Automobile Association in Ottawa.)

### Conditions of Use

- A carnet is valid for 12 months from the date of issue.
- Vehicles imported under a carnet may not be lent, sold, mortgaged, hired, exchanged, given away or otherwise disposed of while in Australia;
- The vehicle must be exported from Australia prior to or on the expiry date of the carnet; and
- The vehicle that is covered by a carnet must not remain in Australia when the owner is not in Australia.

Vehicles imported without a Carnet will not be permitted to clear customs until an import approval is issued. Import approvals can only be issued in accordance with the circumstances set out in the Regulations as documented in this bulletin.

If you do not meet any of the circumstances, an import approval will not be issued and you will be required to have your vehicle exported or destroyed at your own expense.

**Note** that this Office does not issue Carnets and is unable to assist with any questions on Carnets, please contact your motoring organisation in your country for the issuing of a Carnet and information on a Carnet

## 5.8. Racing Vehicles - Part 11 of the Application Form

### Rally Use / Closed Circuit Racing

**Before approving an application, the Administrator must be satisfied that the vehicle will only be used for rally/race purposes**

**Import applications for rally/race use will only be considered where the vehicle will be used in serious competition, generally at professional level. Where a particular vehicle model is readily available in the Australian market, an Import Approval will not be granted unless there are compelling reasons to justify why it is necessary to import a vehicle to compete in events in Australia. The fact that a vehicle may be on an eligibility list for an event is not, of itself, a reason to justify the granting of an Import Approval.**

At a minimum, the following criteria must be met:

- Eligible vehicles for rally/race use are those homologated by the Federation Internationale de l'Automobile (FIA). These vehicle models can be found listed at [www.fia.com/homologations/Voit\\_Pays.html](http://www.fia.com/homologations/Voit_Pays.html).
- Under normal circumstances, applicants will be restricted to importing a single vehicle and acceptable reasons will need to be provided to import another vehicle for rally/race use.
- Road vehicles for rally use are imported on the condition that they will only be used in the course of competition, practice associated with competition and transport to and from a rally location.
- The applicant must lodge with their application a statement that the vehicle will only be used for rally purposes together with a copy of a current CAMS R3 or higher-grade licence. For closed circuit racing the applicant must lodge with their application a statement that the vehicle will only be used for closed circuit racing purposes together with a copy of a current CAMS C3 or higher grade licence.

In addition, the applicant will need to provide evidence of a professional or high-level involvement in rally/race sport, including:

- details of events in which the applicant has driven a rally/race car;
- details of specific events in which the applicant proposes to compete in the car for which the import application is submitted;
- details of the rally/race club or organisation of which the applicant is a member and the length of membership; and
- if the vehicle is a model available in the Australian vehicle market, justification for the need to import the vehicle (cost of the vehicle in the domestic market will not generally be considered an acceptable justification).

Documents required to be submitted with the application form:

- \$50.00 application fee
- purchase documents
- copy of CAMS R3 or higher licence or CAMS C3 or higher
- evidence of participation in rallying or closed circuit racing and
- evidence of vehicles homologation,
- certified picture ID of the importer or responsible officer if a company (if you have not imported in the last 12 months you will need to provide your ID again)

## 5.9. Off Road Vehicles - Non-Transport Equipment – Part 12 on Application Form

**Note:** Before an Import Approval may be issued for a vehicle, it is first necessary to determine whether the vehicle is a 'road vehicle' for the purposes of the *Motor Vehicle Standards Act 1989* (the Act). For the purposes of the Act, 'road vehicle' means:

- (a) a motor vehicle designed solely or principally for the transport on public roads of people, animals or goods; or
- (b) a motor vehicle that is permitted to be used on public roads.

It is important to note that the *Act* does not take into account the intended use of the vehicle. If the vehicle is a 'Road Vehicle' it will require a Vehicle Import Approval regardless of whether it is to be used on or off road.

Vehicles imported for off road use must have been originally manufactured as off road vehicles, e.g. four-wheel agricultural bikes.

Vehicles that are based on a conventional truck chassis are subject to normal compliancing requirements. You will need to meet one of the eligibility criteria outlined earlier in this brochure (page 5).

Vehicles which are built from the "the ground up" as special vehicles, e.g. rough terrain cranes, will continue to be treated as special purpose vehicles and may be granted exemption from the requirements of the *Motor Vehicle Standards Act 1989*.

### Cranes

All special purposes-built cranes are required to gain Import Approval. If your crane is mounted on a conventional truck chassis, it is not classed as a special purpose-built crane. If the crane is permitted to be used on public roads, you are required to submit with the import application a letter from an Australian State or Territory Registering Authority stating that they will allow the vehicle to be used on public roads.

### Pocket Bikes

All pocket bikes require an Import Approval to enable clearance by the Australian Customs Service.



To gain Import Approval generally the seat height must be not more than 600mm from the ground to the saddle (where you actually sit) for classification as a Pocket Bike. A manufacturer's brochure including design features must be attached to the import application form. Import Approval does not indicate compliance with Australian Standards.

## Motorised Scooters and Pedal Cycles:

All motorised scooters and motorised pedal cycles require an Import Approval.



Motorised scooters or pedal cycles with a maximum power output not greater than 200 watts fall into the AB vehicle category (Pedal assisted cycles) in the National Standards (ADRs) and are not subject to the Australian Design Rules. However, they must still have an Import Approval, before they can be imported into Australia.

If your motorised scooter or pedal cycle exceeds 200 watts it falls into one of the following vehicle categories (as determined in the National Standards (ADRs):

### LA (Moped)

- Power output exceeding 200watts
- Not exceeding 50ml capacity
- Not capable of exceeding 50km/h

OR

### LC (Motorcycle)

- Exceeds 50ml Capacity

and/or

- Capable of exceeding 50km/h

The *Motor Vehicle Standards Act 1989* applies to both LA and LC category vehicles and unless you meet one of the eligibility criteria outlined earlier in this brochure (page 5) you will be unable to import such a vehicle.

## Mobility Wheelchairs

The requirements to import a mobility scooter are:

- Must be self propelled (i.e. propelled by a mechanism other than by human power);
- Can only accommodate a single person;
- Are designed so as to be not capable of a speed exceeding 10km/h on level ground;
- Have more than 2 wheels; and
- Have an unladen mass not less than 40kg.

## Motor Bikes

Other countries may classify off road bikes differently to Australia.

Generally if a bike was designed principally for 'on road use' and has lights, blinkers, side mirrors and provision for a number plate, it is regarded as an ON ROAD bike. However there are cases where some bikes are manufactured with the above features but are still regarded as an off road design. Below are examples of off/on road bikes:



Example of an 'off road' bike



Example of a bike that has 'on road' features but could be also classed as 'off road' bike.



Example of a pure 'on road' design bike

If your bike falls into the category where it has some on road features but is predominately an off-road bike, the Administrator may grant Import Approval if you agree to the following:

- i. Direction indicators lamps are not fitted at time of importation nor at any time later;
- ii. Registration plate holder is not fitted at time of importation nor at any time later;
- iii. Tyres suitable for off-road use only are fitted at time import and at all times later; and
- iv. A durable self adhesive label is affixed in a conspicuous position immediately after taking delivery of the vehicle in Australia. The label must include the words "this motorcycle is not certified to comply with the Australian Design Rules and may not be registered for normal on road use".

### Documents required to be submitted with the application form:

- \$50.00 application fee
- purchase document
- a brochure showing manufactures specifications of the vehicle and picture
- certified picture ID of the importer or responsible officer if a company (if you have not imported in the last 12 months you will need to provide your ID again).

## 5.10. Importing, Modifying and having an Australian Identification Plate Fitted by a Registered Automotive Workshop (RAWS)

If you wish to import a vehicle that is an eligible [Specialist and Enthusiast Vehicle](#) you will need to contact a RAW to arrange the importing and plating of the vehicle at <http://raws.infrastructure.gov.au/>, then go to search for a RAW

The application contained in this information bulletin is not for use when importing a vehicle through a RAW. The RAW must make the application to import on your behalf electronically.

### Vehicles for Dismantling

The importation of complete vehicles for dismantling purposes is not permitted.

## 6. Selling an Imported Vehicle

If you have followed the procedures outlined in this brochure and the vehicle has met the requirements for Import Approval and initial registration, there is no restriction under the *Act* preventing the subsequent sale of an imported vehicle unless conditions have been applied to the Approval.

You should also check with the Registration Authority in your State or Territory for any requirements they may have in relation to the sale of an imported vehicle. Contact details are provided at the end of this document.

It is an offence to supply to the market (i.e. to sell for use on a public road) a vehicle that has been imported for use in transport but does not meet the ADRs, or is not fitted with an identification plate, used import plate or Personal Import plate. Such action may attract a penalty of up 120 units per vehicle. A penalty unit means A\$110 (as at 1/1/04).

## 7. General Information

Make sure that all necessary documents and the application fee are included with your application.

Extra application forms are available on request, or from the Internet site at:

<http://rvcs.infrastructure.gov.au/>

It is important that applications are complete and that copies of all supporting documents are **securely** attached to your application. Any documents in a language other than English must be accompanied by an official translation. **Incomplete applications will cause delays** that can be costly and inconvenient to you.

Please provide an Australian address to which your approval can be sent. Original Vehicle Import Approvals will be mailed to the importer at the nominated physical address.

Any matters regarding taxes/duties should be directed to the Australian Customs Service. Addresses details are included at the back of this bulletin.

You should be aware that the information you provide in the Import Approval application may be provided to Commonwealth, State and Territory Governments. A consent authority is included in the application form.

## 7.1. Application Fee

Applications to import road vehicles must be accompanied by a \$50 fee. Provision is made on the application form for you to include credit card details which will allow VSS officer to debit the fee from your account. Alternatively applications forwarded by post may be paid for by including a cheque or money order in Australian Dollars for \$50. (Cheques must be drawn from Australian financial institutions)

As set out in Schedule 2 of the Motor Vehicle Standards Regulations, the fee is a fee for lodging an application. As a result, refunds will not be given, even in the event of an application which is withdrawn before a decision is made.

To avoid being charged multiple application fees, importers are advised that when they are applying to import more than one vehicle, to attach a clear list setting out the following information for each vehicle.

Build Date    Make    Model    Chassis number or VIN    Vehicle Type    Additional information identifying the section on the Application form under which each vehicle is eligible.

Where more than 1 application form is submitted, a \$50 fee will be charged for each application

## **8. Service Charter**

### **8.1. Service Standards**

You will normally be advised within 17 days of receipt of your vehicle import application and all necessary supporting documentation whether your application has been approved or rejected. This is a target service standard and you need to be aware that in peak periods it may not be met. If your application includes a vehicle for Test and Evaluation you must allow an additional 28 days for eligibility to be reviewed.

If the information is acceptable, you will be issued with approval to import the vehicle described in the vehicle Import Approval.

### **8.2. Decisions**

We will provide clear reasons for any unfavourable decision.

### **8.3. Further Information**

If you have any queries about the application form, decision-making process, or require further information, please contact vehicle imports by phoning 1800 815 272 or 61 2 6274 7444.

### **8.4. Service Charter**

Information on the Department's services and standards of service is contained in our Service Charter, a copy of which can be obtained from our Client Service Officer on telephone

1800 075 001, or from our Internet web site at [www.infrastructure.gov.au](http://www.infrastructure.gov.au)

### **8.5. Complaints about the service provided by the Department**

If you are unhappy with the service you have received from the Department, you may lodge a complaint by:

Contacting the officer you have been dealing with; or

Contacting the Client Service Officer on 1800 075 001.

If you are still dissatisfied you may contact the Commonwealth Ombudsman.

Complaints to the Ombudsman can be made:

- Via the Internet on the Ombudsman's web site at [www.comb.gov.au](http://www.comb.gov.au)
- By telephoning your nearest Commonwealth Ombudsman's office  
(*Details in Telstra white pages*) or
- By writing to the Commonwealth Ombudsman,  
GPO Box 442

CANBERRA ACT 2601.

## 9. Notice of Rights of Review

### 9.1. Administrative Appeals Tribunal

If you have been notified of a decision under section 19 or 20 of the *Act* and are unhappy with it, you may seek to have the decision reviewed by lodging an application with the Administrative Appeals Tribunal (AAT). (Please see below for information on having a decision reviewed).

Under section 28 of the *Administrative Appeals Tribunal Act 1975*, you may, by notice in writing, request that the Department provide you with a formal statement of reasons for the decision. The Department must provide the statement of reasons within 28 days of receiving the request.

If you apply to the AAT for a review of a decision, you may have to pay an application fee. Applications can be lodged with the

#### Registrar

Administrative Appeals Tribunal

GPO Box 9955, (any Australian Capital City)

or by phoning 1300 366 700, or 61 2 6243 4611

### 9.2. Freedom of Information

You may request access to documents held by the Department under the provisions of the Freedom of Information *Act* 1982.

Requests must be made in writing or email and state an address to which notices under the FOI *Act* can be sent.

Please provide as much information as possible about the documents you are seeking and a phone number or email address so you can be contacted, if necessary, to discuss the request.

Department of Infrastructure, Transport, Regional Development and Local Government  
Freedom of Information Coordinator  
GPO Box 594  
CANBERRA ACT 2601  
email: [foi@infrastructure.gov.au](mailto:foi@infrastructure.gov.au)

A request costs \$30.00. Additional charges may also be payable in relation to time spent searching for, retrieving and photocopying relevant documents and making decisions.

Payment can be made by credit card or cheque. To make payment by credit card, you can obtain a copy of a Credit Card Payment Authority from the Departments website:

<http://www.infrastructure.gov.au/department/foi/index.aspx>

Further details are also available from this web page or by contacting the Department's Freedom of Information Coordinator on (02) 6274 7844.

## 10. Persons Eligible to Certify Documents

The full name, address and contact phone number of the person certifying copies of documents, together with their qualification (from the list below) must be included with documentation submitted to the Department.

Documents can be certified by:

### Part 1 - Members of Certain Professions including:

- Chiropractor
- Dentist
- Legal Practitioner
- Medical Practitioner
- Nurse
- Patent Attorney
- Pharmacist
- Physiotherapist
- Psychologist
- Veterinary
- Surgeon

### Part 2 - Other Persons including:

- Agent of the Australian Postal Corporation who is in charge of an office supplying postal services to the public
- Australian Consular Officer or Australian Diplomatic Officer, (within the meaning of the *Consular Fees Act 1985*)
- Bailiff
- Bank Officer with 5 or more continuous years of service
- Building Society Officer with 5 or more years of continuous service
- Chief Executive Officer of a Commonwealth court
- Civil Marriage Celebrant
- Clerk of a Court
- Commissioner for Affidavits
- Commissioner for declarations
- Credit Union Officer with 5 or more years of continuous service
- Fellow of the National Tax Accountants' Association
- Finance Company Officer with 5 or more years of continuous service
- Holder of a statutory office not specified in another item in this Part
- Judge of a court
- Justice of the Peace
- Magistrate
- Master of a court
- Member of the Association of Taxation and Management Accountant
- Member of the Australian Defence Force who is:
  - (a) an officer; or
  - (b) a non-commissioned officer within the meaning of the *Defence Force Discipline Act 1982* with 5 or more years of continuous service; or
  - (c) Warrant Officer within the meaning of that *Act*
- Member of the Institute of Chartered Accountants in Australia, the Australian Society of Certified Practising Accountants or the National Institute of Accountants Member of the Institute of Corporate Managers, Secretaries and Administrators
- Member of the Institution of Engineers Australia (other than at the grade of student)
- Member of:
  - (a) the Parliament of the Commonwealth; or
  - (b) the Parliament of a State; or
  - (c) a Territory legislature; or
  - (d) a local government authority of a State or Territory
- Minister of Religion registered under Division 1 of Part IV of the *Marriage Act 196*

- Notary Public, Permanent employee of:
  - (a) the Australian Government or of an Australian Government authority; or
  - (b) a State or Territory or of a State or Territory authority; or
  - (c) a local government authority; with 5 or more years of continuous service who is not specified in another item in this Part
- Permanent employee of the Australian Postal Corporation with 5 or more years of continuous service who is employed in an office supplying postal services to the public
- Person before whom a statutory declaration may be made under the law of the State or Territory in which the declaration is made include Police Officer, Registrar, or Deputy Registrar, of a court
- Senior Executive Service officer of the Commonwealth, or of a State or Territory, or of a Commonwealth, State or Territory authority
- Sheriff
- Sheriff's officer
- Teacher employed on a full-time basis at a school or tertiary education institution

## 11. Vehicles Equipped With an Air Conditioner

This notice provides information about vehicles equipped with an air conditioner that may be subject to the provisions of the Ozone Protection and Synthetic Greenhouses Environment and Heritage and does not fall within the Departments area of responsibility. Detailed information is available at:

<http://www.environment.gov.au/atmosphere/ozone/>

Specific requirements have been established by the Department of Environment and Heritage and for further details you should contact:

Ozone and Synthetic Gas Team  
Department of the Environment, Water, Heritage and the Arts  
GPO Box 787  
CANBERRA ACT 2601  
Phone:02 6274 1373  
Email: ozone@deh.gov.au

## 12. Addresses

### Department of Infrastructure, Transport, Regional Development and Local Government

#### If calling outside Australia

Ph 61 2 6274 7444  
Fax 61 2 6274 6013

Postal Address:  
Vehicle Safety Standards  
GPO Box 594  
CANBERRA ACT 2601

#### If calling within Australia

Ph 1800 815 272  
Fax (02) 6274 6013

Street Address:  
Vehicle Safety Standards  
111 Alinga St  
CANBERRA ACT 2600

Email: [vimports@infrastructure.gov.au](mailto:vimports@infrastructure.gov.au)

### Australian Customs Service

#### Customs Information and Support Centre

1300 363 263 (+61 2 6275 6666 from outside Australia)  
Fax (02) 8339 6714

E-mail : [Information@customs.gov.au](mailto:Information@customs.gov.au)

Locked Bag 3000  
Sydney International Airport NSW 2020

#### Australian Capital Territory

ACT Regional Office  
Customs Information Centre  
5/11 Constitution Ave  
CANBERRA ACT 2601  
Tel: 61 2 6275 6666  
Fax: 61 2 6275 5930

#### Queensland

Customs Information Centre  
GPO Box 1464  
BRISBANE QLD 4001  
Tel: 61 7 3835 3255  
Fax: 61 7 3835 3493

#### Victoria

Regional Director Customs  
GPO Box 2809AA  
MELBOURNE VIC 3001  
Tel: 61 3 9244 8000  
Fax: 61 3 9244 8017

#### New South Wales

Collector of Customs  
Customs Information Centre  
GPO Box 8  
SYDNEY NSW 2001  
Tel: 61 2 8339 6000  
Fax: 61 2 9213 4000

#### South Australia

Customs Information Centre  
PO Box 50  
PORT ADELAIDE SA 5015  
Tel: 61 8 8447 9211  
Fax: 61 8 8447 9206

#### Western Australia

Customs Information Centre  
PO Box 396  
FREMANTLE WA 6959  
Tel: 61 8 9430 1444  
Fax: 61 8 9430 1751

#### Northern Territory

Customs Information Centre  
GPO Box 210  
DARWIN NT 0801  
Tel: 61 8 8946 999  
Fax: 61 8 8946 9820

#### Tasmania

Customs Information Centre  
GPO Box 148B  
HOBART TAS 7001  
Tel: 61 3 6230 1232  
Fax: 61 3 6241 2947

## Motor Vehicle Registration Authorities

### Australian Capital Territory

Transport Regulation  
Technical Section  
PO Box 582  
DICKSON ACT 2602  
Tel: 02 6207 7000  
Fax: 02 6207 7107

### Queensland

Queensland Transport  
Registration Division  
GPO Box 2451  
BRISBANE QLD 4701  
Tel: 07 3834 2011  
Fax: 07 4982 0466  
E-Mail:  
[FastInfo@transport.qld.gov.au](mailto:FastInfo@transport.qld.gov.au)

### Victoria

Vic Roads  
Vehicle Safety Branch  
60 Denmark Street  
KEW VIC 3101  
Tel: 1800 814 762  
Tel: 61 3 9854 2666  
Fax: 61 3 9854 2668

### New South Wales

Registrar of Motor Vehicles RTA  
PO Box K198  
HAYMARKET NSW 1238  
Tel: 1300 137302  
Tel: 61 2 9218 6888  
Fax: 61 2 9218 6567  
E-mail: [tech-eng@rta.nsw.gov.au](mailto:tech-eng@rta.nsw.gov.au)

### South Australia

Vehicle Standards  
Transport SA  
PO Box 2526  
REGENCY PARK SA 5942  
Tel: 1300 656 243  
Tel: 61 8 8348 9599  
Fax: 61 8 8348 9533

### Western Australia

Department of Planning and  
Infrastructure  
Technical Section  
21 Murry Road Sth  
WELSHPOOL WA 6101  
Tel: 08 9351 1680  
Fax: 08 9351 1699  
E-mail: [Vehiclesafety@dpi.wa.gov.au](mailto:Vehiclesafety@dpi.wa.gov.au)

### Northern Territory

Motor Vehicle Registry  
Vehicle Compliance Group  
PO Box 2520  
DARWIN NT 0820  
Tel: 1300 654 628  
Tel: 61 8 8999 3111  
Fax: 08 8924 7324  
E-Mail: [Mvr@nt.gov.au](mailto:Mvr@nt.gov.au)

### Tasmania

Registrar of Motor Vehicles  
GPO Box 1002  
HOBART TAS 7001  
Tel: 03 6233 5201  
Fax: 03 6233 5223  
E-mail:  
[Transport@dier.tas.gov.au](mailto:Transport@dier.tas.gov.au)