

# Exemption permit application for renewal or transfer of ownership

Heavy Vehicle National Law Section 69

## General information

This form is to be used by applicants (either heavy vehicle owners or registered operators) seeking renewal of an expiring exemption to the Vehicle Standards for an exemption permit or for transfer of a permit to a new heavy vehicle owner or registered operator. This form can be used for applications to renew or transfer an exemption permit issued by a participating jurisdiction or by the NHVR.

An application for renewal of an expiring exemption permit should be made three (3) months before the expiry date. An application for transfer of an exemption permit should be made as soon as the details of the new heavy vehicle owner or registered operator are available.

This form is not to be used if an existing permit has expired. Use the *e Exemption Permit Application form* in that situation.

For further information on Vehicle Standards exemption permits please refer to the NHVR website or contact the NHVR office. Contact details are at the end of this form.

## Before you begin

- Details for each individual heavy vehicle included in this application must be provided. An assessment of the application will not commence until all information is provided by the applicant.
- If you are nominating a third party to act on your behalf you **MUST** complete Section 2 of this form.
- Applications should be comprehensive and include any additional information which will assist with the assessment of the application.
- If additional space is required to complete a section, please include this in a separate document referencing the relevant section and part number e.g. 3.1 Vehicle details.

## If this application is for:

- single or multiple heavy vehicles which are identical – only a single application is required
- multiple permits – a separate application for each permit is required.

**All fields must be completed unless otherwise instructed.**

**Inspection services provided by a registering authority may incur a fee.**

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Regulator Customer Number (RCN) if known

**If you have an RCN, do not complete Section 1.**

## Section 1

### 1.1 Applicant details

(Applicant must be the vehicle owner or the registered operator)

Applicant to sign at the end of this form.

Applicant's name

Applicant's title/position

Company name

Australian Company Number (ACN) (ACN is not required for individuals)

Trading as name (if applicable)

Registered company address (or Business address for individual)

  
 State  Postcode 

Postal address

  
 State  Postcode 

Phone number

Fax number

Mobile phone number

Email address

Preferred method of contact (please select one only)

Phone

Email

Fax

Post

Mobile

## Section 2

### 2.1 Third party consent

By completing this section you authorise the nominated person to act on your behalf in regards to this application.

**If nominating a third party representative, only complete Section 1 if you do not have an RCN, as well as the below.**

Name of nominated person

Company (if applicable)

Business phone number

Business fax number

Mobile phone number

Email address

Preferred method of contact (please select one only)

Phone

Mobile

Fax

Email

## Section 3

### 3.1 Vehicle details

Complete the table below with the details for each heavy vehicle included in this application. Details for additional heavy vehicles may be supplied as an attachment.

Registered operator name (if not applicant)	Registration number (if applicable)					State of registration	Line 1: VIN or Chassis number																	
							Line 2: Identification plate approval number (if applicable)																	

Month and year of manufacture (mmyyyy)	Make	Model	Body type	TARE (kg)	GVM (kg)	ATM (kg)	GCM (kg)

## Section 4

### 4.1 Existing permit details

Attach a clear copy of the existing permit documents for each heavy vehicle listed in this application.

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## 4.2 General description

Describe the purpose for which the heavy vehicle(s) have been built? What is the business reason that the heavy vehicle does not comply with the Vehicle Standards (justification) e.g. garbage truck/cement pump?

## 4.3 Area of non-compliance

Provide the specific details of the areas of non-compliance with the Vehicle Standards.

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## Forms checklist

Before submitting this application, please complete the following checklist:

Listed and recorded each of the heavy vehicles included in the application and the specific vehicle details for each of those vehicles.

Attached all the relevant engineer's reports, photos, diagrams or schematics for each individual vehicle listed in the application.

Completed and signed the declaration section of the form.

If the application is being made through a modifier, engineer, Approved Vehicle Examiner or another third party ensure that both Section 1 and Section 2 of the application have been completed. (If RCN is provided, Section 1 will be completed from NHVR Customer Records).

## Contact details

Send completed request and supporting information by Mail, Fax or Email to the details listed below.

Mail National Heavy Vehicle Regulator  
Vehicle Standards Unit  
PO Box 492  
Fortitude Valley QLD 4006

Fax 1300 736 798

Email [vehiclestandards@nhvr.gov.au](mailto:vehiclestandards@nhvr.gov.au)

To contact the Vehicle Standards team

Phone Number 1300 MYNHVR (1300 696 487)  
Standard 1300 call charges apply  
Please check with the phone service provider

Office Hours 7:00am - 7:00pm (AEDT)

Website [www.nhvr.gov.au](http://www.nhvr.gov.au)

## Privacy statement

The NHVR is collecting your personal information to issue a **Vehicle Standards exemption (permit)** under Chapter 3 of the Heavy Vehicle National Law. We are authorised under this Act to collect information we reasonably require to decide this application.

We may disclose protected information contained in your application for the purposes set out in section 727 of the Act to an entity (including a private or public sector entity) identified in that section. This can include disclosure to an authorised employee or agent of the entity.

We may disclose protected information to a law enforcement agency, including a service provider authorised to enforce the Heavy Vehicle National Law nationally. A police agency may disclose protected information disclosed to or otherwise held by it to another police agency authorised to hold protected information.

## Applicant declaration

I hereby declare that all details provided in this application are true and correct. Giving false and misleading information is a serious offence (Section 702 of the Heavy Vehicle National Law). Penalties apply.

Applicant's name

Title/position

Applicant's signature

If providing an electronic signature please consent to the following:

I accept the electronic signature has the same status as a signed signature.

Date signed