

### General information

This form is for operators seeking to amend their vehicle records recorded with the NHVR in relation to their current National Heavy Vehicle Accreditation Scheme (NHVAS) accreditation.

This form must be signed by the accreditation holder or a nominated contact that can act on behalf of the accreditation.

### Use this form to:

- add or remove vehicles from your accreditation.
- change information about your vehicles.

### Before you begin you need to:

- Prepare supporting documentation.
- Collect relevant documents and forms for submission.
- Be able to make payment at the time of submitting your application.

### If you remove a vehicle from your vehicle list you will be required to:

- Submit this form within 14 days of removing the labels.

### If you are adding vehicles to maintenance you will need to:

- Provide proof of vehicle roadworthiness.  
Please refer to the [Vehicle Inspection Requirements for NHVAS](#) document on the NHVR website for full details.

### Accredited operator details

Accreditation name (must be company or individual)

NHVAS accreditation number

Operator postal address

<input type="text"/>	State	<input type="text"/>	Postcode	<input type="text"/>
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Applicant's name

Title / position

Contact Telephone Number

Email address

### Accredited operator declaration

This form must be signed by the accreditation holder or a nominated contact that can act on behalf of the accreditation.

I hereby declare that for vehicles being removed from the scheme that all NHVAS labels have been destroyed and that all details provided in this application are true and correct. Making a false statement to the NHVR may attract significant penalties under section 702 of the Heavy Vehicle National Law.

Applicant's signature

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

Date signed

### Privacy Statement

The NHVR is collecting your personal information to establish accreditation within the Mass, Maintenance or Fatigue Management modules of the National Heavy Vehicle Accreditation Scheme under Chapter 8 of the Heavy Vehicle National Law Act. This information is authorised or required by the HVNL.

Where relevant, the NHVR may disclose your personal information to third parties, including law enforcement agencies and service providers authorised to enforce the Heavy Vehicle National Law.

Your privacy will be respected and your personal information will be handled and disclosed in accordance with the *Informa.on Privacy Act 2009* and other relevant legislation.

The NHVR may also use your contact details to send you communications including surveys and bulletin updates.

### Vehicle particulars

If you are nominating vehicles for maintenance management you will need to provide proof of vehicle roadworthiness. Please refer to the [Inspection Requirements for NHVAS](#) document on the NHVR website for full details.

	Add (tick)	Delete (tick)	Trailer only (tick)	Mass module (tick)	Maint. module (tick)	VIN/chassis Number	Registration number	State of registration	Registered operator name (if not applicant)	Make	GVM/ATM
1											
2											
3											
4											
5											
6											
7											
8											
9											
10											

### Change of existing vehicle details

	Trailer only (tick)	VIN/chassis number	Previous registration number	Previous state of registration	Previous registered operator name (if not applicant)	New registration number	New state of registration	New registered operator name (if not applicant)
1								
2								
3								
4								
5								
6								
7								
8								
9								
10								

If there is insufficient space you may use the NHVAS Additional information spreadsheet.

## Automatic accreditation vehicle fee calculator

Enter the number of vehicles being nominated for maintenance management.

Enter the number of vehicles being nominated for mass management.

**Note: Trailers are not nominated for mass management.**

When changing the number of vehicles click in another cell to update the value.

No. Vehicles	Price/Vehicle		Total vehicles x price
<input type="text"/>	<input type="text"/>	A1	<input type="text"/>
<input type="text"/>	<input type="text"/>	A2	<input type="text"/>
Application total			P1 <input type="text"/>

## Manually calculating accreditation vehicle fees

Use the amounts shown in the fee schedule below to complete the table above.

Calculate P1 the total of A1 & A2.

( $P1 = A1 + A2$ )

If completing page 4 use the value in P1 as the amount to pay in the [Payment details](#) section.

Vehicle fee	
Mass Management	39.00
Maintenance Management	39.00

## DO NOT COMPLETE THIS PAGE IF SUBMITTING THE APPLICATION THROUGH THE NHVR WEBSITE

Submit completed applications and supporting information with payment details online or by mail, fax or email as listed below:

### Payment details

Applicant / Accreditation name or accreditation number

Payment amount

Enter the amount calculated at P1 above

P1

Payment method (tick one)

Credit card

Cheque

**Note:** Preferred payment method is by credit card.

If you wish to pay the application fee by credit card, please complete the details below:

Card type

Visa

MasterCard

American Express

Name on credit card (please print)

Card number

Card expiry

Card holder signature

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

Date Signed

### Contact details

Submit completed applications and supporting information by mail or fax as listed below:

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

Fax             1300 736 798

To contact the NHVR Accreditation Team:

Call             13 64 87  
Standard call charges apply  
Please check with your phone service provider

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

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