

Vehicle Registration Application

Transport Operations (Road Use Management) Act 1995



Queensland
Government

It is an offence to give false or misleading information under the *Transport Operations (Road Use Management) Act 1995*.

Maximum penalty may exceed \$6000.

Office Use Only	Registration effective from ___/___/___	Registration number
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Please note

- Return your completed application to your nearest Department of Transport and Main Roads (TMR) Customer Service Centre (refer to your local telephone directory) or Clerk of the Court, Queensland (Qld) Government Agency or Police Remitting Station authorised to conduct vehicle registration business.
- A fee is payable with this application.
- You will need to bring the vehicle with you to be inspected.
- If your vehicle identification numbers cannot be located or are not legible your application may be delayed.

You will also need ...

- Personal identification e.g. original Qld Driver Licence
- Business/Company/Organisation identification.
- (For requirements refer to the separate Evidence of Identity Information Sheet (F4362) or www.tmr.qld.gov.au)
- Proof of origin of the vehicle (*this may be a Bill of Sale; Certificate of Registration; receipt from an auction; beneficiary of estate; etc.*) if the Department of Transport and Main Roads (department) has no record of previous registration.
- Original Compulsory Third Party Insurance Certificate - if applicable
- Original Qld Safety Certificate or Qld Inspection Certificate - if applicable
- HVRAS inspection - if applicable
- Gas Certificate - if applicable
- Modification Certificate - if applicable
- Weighbridge Certificate - if applicable
- A completed 'Self Assessment of Single Axle Trailers' form F3970 if registering a trailer of 750 kgs ATM or less. A Self Assessment form cannot be completed for imported trailers 750kgs or less and you will need to bring the trailer with you to be inspected.
- Proof of Qld garaging address (to confirm that the address exists - Qld driver licence, property rates notice, bank statement, Australian Taxation Office Assessment, gas, phone or elect account). Non permanent residents enquire at the department.

1 Registered operator's details

Full name and residential address (please PRINT clearly)

.....
.....
Postcode

Postal address (if same as residential write 'AS ABOVE')

.....
Postcode

Does the above individual or organisation have a Customer Reference Number (CRN)?

The CRN is your Qld Driver Licence number, Adult Proof of Age Card number or your reference number issued by TMR.

No Complete a New Customer Application - form F3503

Yes Customer Reference No. _____

The registered operator above is (tick one box)

- Private Individual/s Go to 2 Registered Company Go to 3
Business/Trust Go to 3 Other/legal entities Go to 3

2 Joint registered operator's details (if applicable)

Full name and residential address (please PRINT)

.....
.....
Postcode

Postal address (if same as residential write 'AS ABOVE')

.....
Postcode

Does the joint registered operator have a Customer Reference Number (CRN)?

The CRN is your Qld Driver Licence number, Adult Proof of Age Card number or your reference number issued by TMR.

No Complete a New Customer Application - form F3503

Yes Customer Reference No. _____

Go to 4

3 Registered operator's details

Details must be those of the individual or company that is the proprietor/trustee of the business/trust

Full name and residential address (please PRINT)

.....
.....
Postcode

Postal address (if same as residential write 'AS ABOVE')

.....
Postcode

Does the proprietor/trustee have a Customer Reference Number (CRN)?

The CRN is your Qld Driver Licence number, Adult Proof of Age Card number or your reference number issued by TMR.

No Complete a New Customer Application - form F3503

Yes Customer Reference No. _____

4 Are you applying for concessional registration fees?

A list of the concession types available are shown on page 3 of this application.

No **Go to 5**

Yes What type of concession will you be applying for?

5 Is someone lodging this application on your behalf?

Your representative will need to bring personal identification as well as proof of your identity.

No **Go to 6**

Yes Representative's details

Name (in full)
Representative's signature

6 Where will the vehicle be garaged (must be in Qld)?

.....
Postcode

7 Is the vehicle to be managed by a leasing company?

(i.e. the Leasing Company will pay the registration on behalf of the registered operator)

No **Go to 8**

Yes Leasing Company CRN

Leasing Company Name

8 Will the vehicle be registered to an individual/s and used exclusively for personal and domestic activities?

Yes PRIV **Go to 9** No Please indicate purpose of use below (please tick one box only).

- | | | | |
|--|-------------------------------|-------------------------|-------------------------------|
| Limousine | <input type="checkbox"/> LIMO | Commercial | <input type="checkbox"/> COML |
| Special Purpose Limousine | <input type="checkbox"/> LSPL | Taxi | <input type="checkbox"/> TAXI |
| Public Passenger Service | <input type="checkbox"/> PPSE | Used for Non Profit | <input type="checkbox"/> NONP |
| School Activities Only (Transporting Children, Teachers) | <input type="checkbox"/> SCHA | Dealer | <input type="checkbox"/> DEAL |
| Rental (Self Driver Rental) | <input type="checkbox"/> RENT | Farming | <input type="checkbox"/> FARM |
| Driver Training or Tuition | <input type="checkbox"/> TRAI | Licensed Tow Truck | <input type="checkbox"/> LTOW |
| | | Emergency | <input type="checkbox"/> EMER |
| | | Translink Urban Service | <input type="checkbox"/> TLKU |

9 Compulsory Third Party (CTP) Insurer

If this vehicle is unregistered, CTP Insurance **must** be pre-paid to the insurer before presenting the vehicle for registration.

Insurance cover will only apply from receipt of premium payment.

You are able to choose the CTP insurer for your vehicle. There are a number of licensed insurers and they may have different premium prices. For details visit www.maic.qld.gov.au

I/We have independently chosen as the CTP insurer

Insurance class

Insurance Certificate No. Issue date / /

Input Tax Credit Entitlement (ITCE)

Is anyone **entitled** to claim the GST component of the CTP Insurance premium for this vehicle as an Input Tax Credit (ITC)?

No Yes Note: Only GST registered businesses may be able to claim an ITC - if unsure please consult your tax advisor.

10 Vehicle Registration Duty

For vehicles **other than tractor-based mobile machinery**, what is the Dutiable Value at the date of this application? **Duty (if applicable) on tractor-based mobile machinery is charged at a flat rate of \$25.00.**

\$ 'Dutiable Value' is defined on page 4 of this form.

Are you exempt from paying Duty?

Exemptions from paying Duty are listed on page 4 of this form.

No **Go to 11**

Yes **Exemption number (as listed on page 4)**

11 Was the vehicle previously registered?

No **Go to 12**

Yes Previous plate number State or Territory

You are required to surrender number plates (excluding Personalised Plates), if they are still in your possession.

12 Proof of origin

You must present proof of origin of the vehicle to register this vehicle (e.g. Bill of Sale, Registration Certificate, auction receipt, beneficiary of estate) if the department has no record of previous registration.

Do you have this proof?

No Registration may be delayed until the vehicle's origin has been verified

Yes **The chassis number, engine number, etc. must be consistent with this application.**

13 Qld Safety or Qld Inspection Certificate

Exemptions from providing a Safety or Inspection Certificate are listed on page 3 of this form.

Are you exempt from providing a Qld Safety or Qld Inspection Certificate?

No The **original** of the Inspection Certificate **must be attached** to this application (requirements - Page 3).

Certificate number Issue date / /

Yes Exemption category number (as listed on page 3)

14 Motorcycle Engine Capacity (if applicable)

mLs

15 Has the vehicle been modified in any way from its original design? (e.g. change of engine type, additional seats etc.)

No **Go to 16**

Yes Has a modification plate been fitted?

No A modification plate may need to be fitted before this application can be processed

Yes **Go to 16**

16 Is the vehicle fitted with gas fuel systems or other gas systems?

No **Go to 17**

Yes You must present the relevant Gas Certificate with the inspection unless exempt. For used vehicles the issue date of the Certificate must not be more than 3 months before the lodgement date of this registration.

Gas fuel systems Certificate/ Compliance Plate no. Issue date / /

(exemptions listed on page 3)

Other gas systems Certificate/Compliance Plate no. Issue date / /

17 Do you or your organisation have 5 or more registered vehicles with the same registration expiry date?

No **Go to 18**

Yes Provide Common Due Date (if applicable) **Go to 19**

/ /

18 Registration periods - Please indicate your preferred registration period.

Light vehicles: 6 months 12 months

Heavy vehicles: 3 months 6 months 12 months

19 Federal Interstate Registration

Vehicles registered under Federal Interstate Registration are restricted to the carriage of passengers or goods consigned to an Interstate/Territory destination. These vehicles cannot be used for intra-state trade or commerce.

Is the vehicle to be registered as Federal Interstate with restricted use as stated above?

No **Go to 20**

Yes Does the vehicle have a GVM or ATM over 4.5 tonnes?

No **The vehicle cannot be registered as Federal Interstate.**

Yes

20 Will the vehicle be used to tow a trailer over 4.5 tonnes ATM?

No **Go to 22**

Yes In what type of configuration will the vehicle operate?

Truck and Trailer Combination is less than 7 axles and up to and including 42.5T total operating mass (TRTT)

Combination is 7 or more axles or more than 42.5T total operating mass (TRTM)

Road Train What is the maximum number of trailers in the combination? (excluding dolly trailers)

B-Triple Trailers

B-Double

Prime Mover and 1 Trailer (excluding dolly trailers)

Note: The department must be notified if the vehicle is used in a higher combination where registration fees are higher than previously paid.

21 Is the trailer to be used as a lead trailer or a middle trailer?

No **Go to 22**

Yes In what type of configuration will the vehicle operate?

Lead Trailer in a B-Double/B-Triple Combination (body shape: BDTT)

OR

Middle Trailer in a B-Triple Combination (body shape: BDTT)

22 Certification

I/We certify the information and statements provided in this application are true and correct, including the dutiable value of the vehicle. I/We consent to TMR verifying my evidence of identity documents or information with the issuing authority or their agencies.

Note: Both signatures are needed if the vehicle is to be registered in two names, however future transactions will require only one signature.

Registered operator/s signature/s Date / /

Motor Dealers/TMR Agent's Use Only

Inspection Certificate

TMR Officer Authorised person

Approved Motor Dealer

Police Officer

(for applications submitted to a Police Remitting Station or Magistrates Court office)

I certify that I have inspected this vehicle and found the vehicle particulars recorded on the Inspection Certificate to be correct.

Signature _____ /___/___

Name _____ Position or Rank & No. _____

Concession types and additional documentation required

- Pensioner Concession
- Seniors Card Concession
- Ex-Service Person Concession
- Special Interest Vehicle Concession

You must also complete form F3937.

- Primary Producer Concession
- Farm Plate Concession
- Restricted Area Concession

You must also complete form F4517.

Charitable/Community Service Concession

*If you have been approved by the department to have this type of concession, no additional documentation is required. Please note only those vehicles used **solely** for the charitable or community purpose of the organisation are eligible for the concession.*

Local Government Concession

*No additional documentation is required. **Only** vehicles used **solely** for the purpose of the local government are eligible for the concession.*

Specific Purpose Concession

Complete form F4290 (Beekeeping), F4291 (Prospecting), F3630 (Mineral, Oil or Water Exploration), or F3631 (Well boring).

Qld Safety or Qld Inspection Certificate exemptions and requirements

Exemptions for both Qld Safety Qld Certificate and Certificate of Inspection

1. A new vehicle, **never registered** anywhere.
2. Tractor-based mobile cranes (any size).

Other Qld Safety Certificate exemptions

3. A dealer demonstration vehicle.
4. Light trailers and caravans .75t ATM and under.
5. Wheelchairs.
6. A QLD island where there is no AIS for safety certificate inspection.
7. For a motorbike, caravan and trailer (.75t up to and including 3.5t ATM) with a garage address outside of 50km radius of an AIS station that can perform inspections for that type of vehicle.
8. Remote areas (contact the department).

Other Qld Certificate of Inspection exemptions

9. The vehicle is garaged prior to and at the time of sale in one of the shires of Aurukun, Barcoo, Boulia, Bulloo, Burke, Carpentaria, Cook, Croydon, Diamantina, Doomadgee, Etheridge, Hope Vale, Injino, Kowanyama, Lockhart River, Mapoon, Mornington, Napranum, New Mapoon, Pormpuraaw, Quilpie, Torres, Umagico, Warroo and Wujal Wujal.

Gas Certificate exemptions

10. A new vehicle, never registered anywhere and fitted with a Gas Compliance Plate.
11. Registering an unregistered vehicle in the same name that it was previously registered.
12. Remote areas (contact the department).
13. A dealer demonstration vehicle.

Queensland Registration

A current Qld Safety Certificate or Qld Inspection Certificate is required. Only the original copy is accepted by this department.

Federal Interstate Registration

A current Certificate of Inspection issued by the department is required and must not be dated more than 45 days prior to lodging this application.

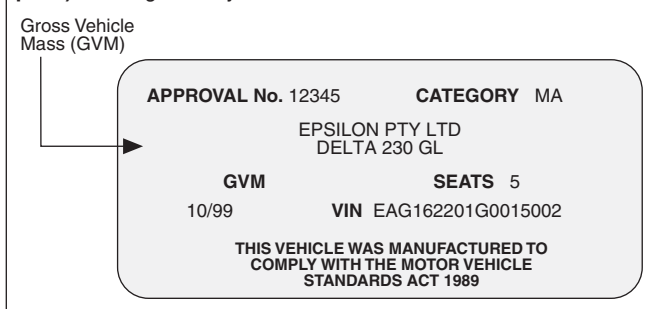
- For vehicles under 16 t GVM, the Certificate of Inspection is issued by an Authorised Inspection Station.
- For vehicles over 16 t GVM, the Certificate of Inspection is issued by the department.

Identification plate details

Gross Vehicle Mass (GVM) is determined by the manufacturer and specifies the maximum permissible mass (tare plus load) of a loaded vehicle. GVM is shown on the Identification plate (compliance plate).

Note: a standard passenger vehicle will **not** have a GVM over 4.5 tonne

The following is one **example of an Identification plate (compliance plate)** showing where you will find details on the GVM.



Privacy statement - The Department of Transport and Main Roads (the department) is collecting the information on this form for the purposes of maintaining the department's vehicle registration register, as required under the Transport Operations (Road Use Management) Act 1995. Where required, the department or its agents/contractors may give some or all of this information to vehicle insurers, statutory entities, insolvency entities, lawyers, person's involved in vehicle incidents/accidents, vehicle manufacturers, third parties who are involved in or intend to commence various legal proceedings, tolling entities, law enforcement agencies and to or through interstate registering authorities. Your personal information will not be disclosed to any other third party without your consent, unless authorised or required to do so by law.

Office use only

Fee Calculation

Motor Vehicle	
Traffic Improvement	
CTP Premium	
Plate	
Duty	
Admin. fee	
Surcharge	
Total	\$

Identification Sighted?

No Yes

Official Stamp

Interim Label No. _____ Registration effective from ___/___/___

Issued at _____

Signature _____

Concession code _____ Concession no. _____

Pay mode _____ Pay term _____ Plate type _____

Receipt No. _____

Vehicle registration duty exemptions

1. Registered operator is a licensed motor dealer

The vehicle has been acquired by a motor dealer for the purpose of sale or the vehicle is new and used as a demonstration model. The dealer must maintain records as prescribed by the *Duties Act 2001* Chapter 9.

2. Trailers/Caravans

All trailers and caravans are exempt.

3. Vehicle was previously registered

The vehicle was previously registered in Queensland or another state and the application is made by the same registered operator or a relative* of that person.

4. Repossession

An owner who has repossessed the motor vehicle pursuant to a hire purchase agreement or by an owner to whom the motor vehicle has been returned by the hirer voluntarily under a hire purchase agreement or on the termination of a hiring agreement.

5. Redemption

A hirer who has redeemed the motor vehicle that was previously repossessed. This applies only when the registration of the vehicle is to be recorded in the same name as before repossession.

6. New registered operator is a Primary Producer

Where the motor vehicle is more than 6 tonne GVM and is intended for use solely in connection with their business as a primary producer and is to be used by them for that purpose for 5 years and they provide a Statutory Declaration to that effect. The applicant must also be eligible and applying for primary producer concessional registration (Form F4517).

7. Same business name/owner

Where the applicant is the sole owner/s of the business or another business owned solely by the same owner/s, as the previous registration.

8. The registered operator is a Local Government

A local government means the Brisbane City Council or a local government under the *Local Government Act 2009*.

9. The registered operator is a Government Entity

The Crown or any corporation representing the Crown or any Department, Sub-Department, Board or Commission under the State Government.

10. Foreign Consul

The registered operator is a Consul or an officer of the Consulate and is a national of the country represented.

11. Vehicle is a motorised wheelchair

The vehicle is a motorised wheelchair that will be used by a disabled person for private purposes.

12. Ex-Serviceperson-Concessional registration fee entitlements

The registered operator is an ex-serviceperson who under the *Transport Operations (Road Use Management) Act 1995*, is entitled to concessional registration fees for the vehicle.

13. The registered operator is a person who has lost the use of one or both legs

The registered operator has lost the use of one or both legs and uses the vehicle for transport to and from their place of employment or education because they are unable to use public transport due to their disability. Their education must be for the purpose of obtaining employment.

14. Transfer duty (i.e. contract/sale duty) paid on another document

Vehicle duty is paid through a dutiable transaction (e.g. contract for sale of a business or farm). Verification from the Office of State Revenue must be provided certifying payment of duty. If verification is not presented vehicle duty must be paid and can be later claimed from the Office of State Revenue.

15. Interstate Road Transport Act

The vehicle is a heavy motor vehicle being registered or was registered under the *Interstate Road Transport Act 1985* (Commonwealth) immediately before 1 July 1995 and the current application for registration will result in the first registration of the vehicle in a state, and be in the same name as it was registered under the Commonwealth Act.

16. Deceased estate

The vehicle is registered in the name of the personal representative of the estate or a beneficiary in the estate of a deceased person.

17. Other reason for exemption

Please provide evidence from the Office of State Revenue.

* 'Relative of the registered operator' is a spouse, parent or grandparent of the person or person's spouse, a child, stepchild or grandchild of the person or person's spouse of any of the immediate preceding category.

Duty recovery - The Commissioner of State Revenue may take action against the registered operator/s when recovering outstanding duty on a vehicle registration application.

Vehicle registration duty and dutiable value

Vehicle registration duty is payable upon application to register or transfer of a vehicle unless exempt.

Vehicle registration duty rates (% is calculated on the dutiable value*):

- All electric/hybrid vehicles - 2%;
- 5 or 6 cylinders or 3 rotors - 3.5%;
- Tractor-based mobile machinery - \$25.00
- up to 4 cylinders/2 rotors (including steam) - 3%
- 7 or more cylinders - 4%

*Dutiable value

1. Vehicle not previously registered (in Qld or another state (new vehicle))

Dutiable value is the vehicle's list price (inclusive of GST). This value must include the price of all items of optional equipment not included in the list price.

1(a) New vehicle modified for a person with a disability

The list price including GST and the price of all items of optional equipment not included in the list price, reduced by the value of the modifications fitted for the disabled person (Statutory Declaration for a modified vehicle - disabled person must be submitted with this application)

2. Vehicle previously registered (in Qld or another state)

The dutiable value is the greater of:

- the total consideration, in monetary terms (including GST where applicable), payable by the purchaser including any deposit, trade-in allowance and the price of all items of optional equipment, OR
- the market value of the vehicle

2(a) Vehicle modified for a person with a disability

The market value of the vehicle disregarding the value of the modifications fitted for the disabled person ('Statutory Declaration for a modified vehicle - Disabled Person' form, must be submitted with this application)