



It is an offence to give false or misleading information under the *Transport Operations (Road Use Management) Act*. **Maximum penalty may exceed \$6000.**

### Requirements for a permit

- application form to be completed in full
- Class 22 Compulsory Third Party (CTP) insurance is required to cover the period of the journey. See details in question 10 of this form.
- Personal identification is required (for example, Queensland/interstate driver licence, medicare card, financial institution debit/credit card).
- Business/company/organisation documentation establishing legal existence is required (for example, Business Name certificate, Australian Company Number (ACN) certificate, Dealer Licence).
- Permits are calculated on the number of calendar days required and a fee is charged for each day the permit is issued.
- Where a permit is purchased and no longer required, a refund may be given for the unused portion. The refund will be calculated from the day after the permit is returned until the expiry date. The cost of the first day is non-refundable.
- an Excess Mass Permit where required
- The vehicle must be in a safe condition and meet the requirements of the *Transport Operations (Road Use Management—Vehicle Standards and Safety) Regulation 2010 (light vehicles)* or the *Heavy Vehicle (Vehicle Standards) National Regulation* and the *Heavy Vehicle (Mass, Dimension and Loading) National Regulation (for heavy vehicles)*.

### Conditions under which a permit may be issued

- A permit may be issued to tow or drive an unregistered vehicle from Point A to Point B by the shortest possible route in the shortest possible time (minimum period one day, maximum period seven days).
- The driver of the unregistered vehicle or the driver of the vehicle towing an unregistered trailer must carry the permit and present it on demand to an authorised person.

### A permit will not be issued if:

- There are number plates attached to the vehicle. Standard number plates must be surrendered before an unregistered vehicle permit can be issued. Customised or personalised plates must be removed while using the permit. **You could be fined for having number plates attached to the vehicle while using an unregistered vehicle permit.**
- The vehicle is currently under a Number Plate Confiscation Notice issued by the Queensland Police Service.
- The vehicle does not have an identifier (VIN/Chassis number) – the vehicle must be towed or transported (if manufactured prior to 1930, an engine number may be used).
- The vehicle is left-hand drive and less than 30 years old, or is left-hand drive and 4.5 tonnes or over – you must arrange for the vehicle to be towed or transported.
- The vehicle is operating or carrying a load for hire or reward.

### 1. Applicant's details

Given names or business/company/organisation name

Family name

continued next column...

Residential/Business address

Postcode

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

Postcode

Daytime contact phone number

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

The CRN is your Qld driver licence number, Adult Proof of Age (APA) Card number or your reference number issued by the Department of Transport and Main Roads.

Yes  CRN

Go to 2

No  Date of birth Male  Female

Town and country of birth

Eye colour Height Hair colour Complexion

### 2. Is someone lodging this application on your behalf?

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

Yes  Representative's details

Name (in full)

Representative's signature

No

### 3. Vehicle details

Make/Body shape (for example, Holden sedan or Redco trailer)

VIN/Chassis/Engine number

### 4. Are number plate/s attached to the vehicle?

Yes  Registration number

**Warning: you could be fined for having plates attached.**

No

### 5. Is the vehicle left hand drive (steering)?

Yes  Is the vehicle over 30 years old?

Yes  Go to 6

No  A permit cannot be issued. The vehicle must be towed or transported.

No  Go to 6

continued page 2...

**6. Has the vehicle been written-off?**

Yes  A permit cannot be issued to a written-off vehicle.

No

**Note:** Contact the department on 13 23 80 for more information regarding moving a written-off vehicle.

**7. Does the vehicle comply with the vehicle standards?**

(Would the vehicle pass a certificate of inspection or safety inspection?)

**Note:** For a light vehicle, the vehicle standards are set out in the *Transport Operations (Road Use Management-Vehicle Standards and Safety) Regulation*. For a heavy vehicle they are set out in the *Heavy Vehicle (Vehicle Standards) National Regulation*.

Yes

No  A permit cannot be issued. The vehicle must be towed or transported.

**8. Is the vehicle within dimension limits or operating under a relevant guideline or gazette notice?** (for example, width 2.5m, length 12.5m)

**Note:** For a light vehicle, the dimension limits are set out in the *Transport Operations (Road Use Management-Vehicle Standards and Safety) Regulation*. For a heavy vehicle they are set out in the *Heavy Vehicle (Mass Dimension and Loading) National Regulation*.

Yes  Please list relevant guideline(s) and/or gazette notice(s)

No  A dimension exemption permit will be required before a permit may be issued.

**Attach a copy of the permit to this application.**

**9. Is the vehicle within mass limits according to the Heavy Vehicle (Mass Dimensions and Loading) National Regulation?**

Yes  **Go to 10**

No  Does the vehicle meet the requirements to operate under the Guideline for Operation of Excess Mass Vehicles, Form No. 11 or other authority for operation on Queensland roads?

Yes  **Go to 10**

No  An Excess Mass Permit must be obtained from the National Heavy Vehicle Regulator.

**Attach a copy of the Excess Mass Permit to this application.**

**10. CTP insurance - Class 22**

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](http://www.maic.qld.gov.au).

I/We have independently chosen as the CTP insurer

or

I/We have purchased insurance certificate number

Issue date

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**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)?

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

**11. Period required**

First day	Last day	Number of days
/ /	/ /	

Reason permit is required

**12. Journey details**

**Start** (street name and suburb or town)

**Finish** (street name and suburb or town)

**13. Certification**

I certify that all information provided is correct.

I consent to the department verifying my evidence of identity documents or information with the issuing authority or their agencies.

Applicant's signature

Date

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**Privacy Statement:** 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*. Where required, the department or its agents/contractors may give some or all of this information to vehicle insurers, statutory entities, insolvency entities, lawyers, persons 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**

Permit Number

Receipt Number

Identification sighted

Authorising person's name

Authorising person's signature

Date

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