

Transport Regulation

Vehicle Transport

VEHICLE STANDARDS BULLETIN VSB10 - IMPORTING VEHICLES TO AUSTRALIA

ALERT - IMPORTATION OF VEHICLE 15 OR MORE YEARS OLD

The Government is currently considering the responses to the discussion paper on the Importation of Vehicles 15 or More Years Old and the options outlined in the paper.

Prospective importers should be aware that there may be changes to the current regulations. You should not assume that vehicles manufactured in 1990 will be allowed to be imported should the regulations be changed.

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Download [Application For Approval to Import a Vehicle](#) [Word: 573 KB]

Download [Application For Approval to Import a Vehicle](#) [PDF: 60 KB]

Download [Vehicle Standards Bulletin VSB10 - Importing Vehicles to Australia](#) [Word: 103 KB]

Download [Vehicle Standards Bulletin VSB10 - Importing Vehicles to Australia](#) [PDF: 51 KB]

For Further Information:

IF CALLING OUTSIDE AUSTRALIA

Tel 61 2 6274 7444

Fax 61 2 6274 6013

IF CALLING WITHIN AUSTRALIA

Tel 1800 815 272

Fax (02) 6274 6013

Department of Transport and Regional Services
Vehicle Safety Standards
GPO Box 594 CANBERRA ACT 2601

YOU SHOULD CHECK THE WEB SITE FOR THE MOST UP TO DATE INFORMATION

Email: Vimports@dotars.gov.au

Website: www.dotars.gov.au

Physical Address

111 Alinga St
CANBERRA ACT 2600

PLEASE READ THIS BROCHURE AND THE APPLICATION FORM CAREFULLY

INTRODUCTION

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

An Import Approval must be obtained for a vehicle to gain clearance at its point of entry to Australia. Vehicles that arrive in Australia without an import approval will incur 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 do ship your vehicle before receiving an approval and your vehicle arrives before the application is processed, you will incur storage costs.**

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). Most vehicles coming into Australia, if not built to Australian standards, must be modified before registration.

Usually vehicles for use on public roads in Australia are 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. Addresses for State and Territory Registration Authorities can be found at the end of this bulletin.

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

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LEGISLATION

The *Motor Vehicle Standard Act 1989* (the Act) and *Motor Vehicle Standards Regulations 1989* (the Regulations) came into force 1 August 1989. The Act makes 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 have been prescribed as the National Standards. To show compliance with the ADRs a vehicle is fitted with a plate.

Vehicles for use on Australian roads need to be registered as roadworthy with a State or Territory vehicle registration authority. A vehicle needs to be fitted with a plate before it can be registered. Some vehicles such as those over 15 years old, those imported by temporary visitors, those for use as mining equipment and trailers less than 4.5 tonnes do not require a plate (all discussed later in this bulletin).

There are several types of plates (eg identification, used import, personal import). 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.

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" for requirements.

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APPLICATION TO IMPORT

An application form for approval to import a vehicle is included in this bulletin.

Extra application forms are available on request, or you may obtain one from this

link: [Application For Approval to Import a Vehicle](#) [PDF: 60 KB].

NB: This form is not for use by Registered Automotive Workshops.

Complete the application form and return it, with the fee, to the Administrator at the address given in this bulletin. An Import Approval will usually be sent to successful applicants within 17 days, but this cannot be guaranteed.. You will be advised in writing whether your application has been approved or rejected.

The Approval is required to enable the vehicle to be cleared through Customs.

Please note that an Import Approval does not give 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. Addresses for the Australian Customs Service can be found at the end of this bulletin.

Certain documents are required to confirm if your vehicle is eligible for import. Details can be found under the vehicle categories listed in this bulletin.

For a first time applicant, a certified copy of either your Australian driver's licence, including your photograph or the picture page of your passport, should be sent with your application. Persons qualified to certify the driver's licence or passport are given at the end of this bulletin.

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.

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VEHICLE APPROVAL SCHEMES

Full Volume

A full volume manufacturer is one that holds Plate Approval for new vehicles supplied to the Australian market in excess of 100 per year.

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 National Standards. 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.

Registered Automotive Workshop Scheme (RAWS)

Under RAWS, a business may import up to 100 used vehicles (per vehicle category), per year, without demonstrating full compliance with the required ADRs. The vehicles imported must be on the Register of Specialist and Enthusiast vehicles (with the exception of used motorcycles).

Individuals wanting to obtain a used specialist or enthusiast vehicle must make arrangements with a RAW (or become a RAW) to import a vehicle into Australia. For further information on RAWS visit the website:

<http://raws.dotars.gov.au>

or contact Vehicle Safety Standards on (02) 6274 7263 or (02) 6274 7504 (for technical/engineering inquiries).

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, per 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 type of evidence required is detailed at:

http://www.dotars.gov.au/transreg/EVIDENCE_EXAMINATION_MANUAL_Public.doc

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 please contact Roger Payne on telephone 02 6274 7498 or email roger.payne@dotars.gov.au.

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ELIGIBILITY CRITERIA TO IMPORT A VEHICLE TO AUSTRALIA

Vehicles 15 years or older – Part 4 on the Application Form

Vehicles 15 years or older may be imported to Australia without restriction. This means there are no ownership and use requirements and no plate is issued. An Import Approval is required to collect the vehicle.

The vehicle must be 15 years or older at time of making an application to import, eg a vehicle built December 1988 cannot be applied to be imported until December 2003.

Please note that the Import Approval is a Commonwealth government requirement and vehicles are not exempt from State or Territory 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.

Documents required to be submitted with the application form:

\$50.00 application fee, purchase document, certified picture ID if first time applicant and if the year of manufacture shows the vehicle to be 15 years old you will need to supply evidence of the month of manufacture, eg registration/deregistration showing date of first registration, confirmation from the vehicle manufacture or any other evidence available.

Eg. If your vehicle is manufactured in 1989 then in 2004 you will be required to provide evidence of month of manufacture

Note: If you meet the Personal Import requirements (see page 8), you may find it advantageous to import your vehicle under Part 8 on the application form. Your local State or Territory registration authority can advise you on the difference in the registration process for vehicles 15 years or older or Personal Import Vehicles.

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Trailers - Part 5 on the Application Form

Trailers up to 4.5 tonnes Aggregate Trailer Mass (ATM)

Trailers less than 4.5t ATM will be approved for importation to Australia subject to the vehicle being modified according to the requirements of the ADRs. Details are given in VSB 1 Building Small Trailers. Copies are available from this office or the Department's website at:

<http://www.dotars.gov.au/transreg/vsb/index.htm>

Documents required to be submitted with the application form:

\$50.00 application fee, purchase document, certified picture ID if first time applicant, Aggregate Trailer Mass. (If you have not imported in last 12 months you are required to provide certified ID).

Trailers with an ATM greater than 4.5 tonnes

Trailers must comply with the ADRs applicable at the date they are first supplied to the market in Australia and have a plate fitted.

There is a Low Volume Assessment Scheme for the manufacture of up to 3 trailers per annum. For more information on this scheme please phone 02 6274 6795.

Documents required to be submitted with the application form:

\$50.00 application fee, purchase document, certified picture ID if first time applicant, Aggregate Trailer Mass. (If you have not imported in last 12 months you are required to provide certified ID)

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Used Trucks and Buses - Part 5 on the Application Form

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 a plate fitted. Importers need to obtain either:

1. A letter of compliance from the approved identification plate holder. A list of compliance plate approval holders is available at: [See the section on Letter of Compliance for more information.]

<http://rvcs-prodweb.dot.gov.au>

Vehicle/RVD Search

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

2. Is 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.dotars.gov.au>

Note: If you are using a RAW then the RAW must make the application to import. See the section on RAWs for more information.

Documents required to be submitted with the application form:

\$50.00 application fee, purchase document, letter of compliance, trucks Gross Vehicle Mass or number of seats for buses. (If you have not imported in last 12 months you are required to provide certified ID)

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

Trucks over 12 tonnes GVM and buses with more than 12 seating positions need to meet the ADRs applicable when the plate is fitted.

These vehicles must have a plate fitted. Importers need to obtain either:

1. A letter of compliance from the approved identification plate holder. A list of compliance plate approval holders is available at: See the section on Letter of Compliance for more information.

<http://rvcs-prodweb.dot.gov.au>

Vehicle/RVD Search

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

2. Is 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.dotars.gov.au>

Note: If you are using a RAW then the RAW must make the application to import. See the section on RAWS for more information.

Documents required to be submitted with the application form:

\$50.00 application fee, purchase document, an original letter of compliance, GVM for trucks or number of seats for buses. (If you have not imported in last 12 months you are required to provide certified ID)

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Letter of Compliance – Part 7 on the 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 (ie 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 manufacture. 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 plate engraver.

Details of companies that have approval to issue a Letter of Compliance are available from the Internet at

<http://rvcs-prodweb.dot.gov.au>
Vehicle/RVD Search

Documents required to be submitted with the application form:

\$50.00 application fee, purchase document, certified picture ID if first time applicant, original Letter of Compliance.

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Personal Imports – Part 8 on the Application Form

Visitors, temporary residents, foreign diplomatic personnel, companies and corporations are not eligible to import a vehicle under the personal import scheme.

This scheme allows a vehicle to be imported as a personal import without proof that it meets the ADRs, but the vehicle is expected to provide a level of safety similar to

Australian vehicles.

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.

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 any details of any absences from your main country of residence during the relevant qualifying period of ownership and use of the vehicle, if your travel was for business reasons you must supply a letter 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 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 or 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 met certain immigration requirements. The

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

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 list is a guide 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
- Cancellation of overseas rental property
- Entry Stamp into Australia –until you arrive in Australia your import approval is unable to be granted.

This list is a guide 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

The applicant's drivers licence – Australian, international or issued by the overseas country

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 outside Australia 61 2 6274 7444 or e-mail Vimports@dotars.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.

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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.

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 on the back cover of this bulletin.

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Vehicles with Australian Compliance Plates already fitted or previously registered in Australia –Part 6 on the Application Form

If you exported your vehicle from Australia and are returning from overseas and have evidence of current or previous Australian registration then you are not required to obtain an Import Approval for your vehicle as it will be entered into Australia as returned Australian Goods.

If you purchased the vehicle overseas and it has an Australian compliance plate fitted, and you have previous registration in Australia, you are not required to obtain an import approval. Proof of previous registration will be required to obtain clearance through Customs.

If you cannot provide proof of previous registration you are required to obtain import approval.

Documents required to be submitted with the application form:

purchase document, certified picture ID if first time applicant, copy/picture of the compliance plate attached to the vehicle. (If you have not imported in last 12 months you are required to provide certified ID)

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Overseas visitors to Australia – Part 9 on the Application Form

In accordance with the provisions of certain international conventions on road traffic, Australia recognises the temporary import of vehicles for a period of less than 12 months by visiting foreign nationals of signatory countries who hold a visitor's visa.

In this category vehicles may be allowed entry in one of two ways:

- a. By submitting an application to import a vehicle accompanied by a valid Carnet de Passage en Duane.
- b. By submitting an application to import a vehicle accompanied by a copy of current overseas registration document valid for the period of the visit and passport pages showing nationality, personal details and valid Australian visitor's visa.

Neither visitors nor temporary residents are eligible under the Personally Imported Vehicle Scheme described in this brochure.

Please note that if you import your vehicle by either of the above methods, then the vehicle MUST be exported from Australia. Under no circumstances will an Import Approval be issued to allow the vehicle to remain in Australia, nor will the Import Approval be extended to allow the vehicle to remain in Australia for a longer period.

Documents required to be submitted with the application form for category above:

\$50.00 application fee, purchase document, current overseas registration document valid for the period of the visit, passport pages showing nationality, and Australian visitor's visa/Carnet de Passage en Duane.

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Racing Vehicles - Part 10 of the Application Form

Rally Use/ Closed Circuit Racing

Before approving an application, the Administrator needs to be satisfied that the vehicle will be only 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/sport/Homologations/homol_vehicles.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 of 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, certified picture ID if first time applicant, 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. (If you have not imported in last 12 months you are required to provide certified ID)

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Non Transport Equipment - Off Road Vehicles - Part 11 on Application Form

Vehicles imported for off road use must be manufactured as off road vehicles, eg four wheel agricultural bikes.

Vehicles that are based on a conventional truck chassis are subject to normal compliancing requirements. This means vehicles need to be modified to meet the ADRs and if a used vehicle, have a Plate fitted by a RAW.

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

If the vehicle you wish to import can be used as a road vehicle, it will not be treated as an off road vehicle.

Importers of special purpose-built cranes (not cranes mounted on a conventional truck chassis) that are permitted to be used on public roads are required to submit with the application a letter from an Australian State or Territory Registering Authority stating that the vehicle will be allowed to be used on public roads.

Documents required to be submitted with the application form:

\$50.00 application fee, purchase document, certified picture ID if first time applicant, a statement of use of the vehicle and a picture or brochure of the vehicle. (If you have not imported in last 12 months you are required to provide certified ID)

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Motorised scooters/Motorised pedal cycles – Part 12 on Application Form

All motorised scooters and motorised pedal cycles are required to obtain an import approval to import.

Motorised scooters that have a maximum power output greater than 200 watts fall into the ADR vehicle category Moped – 2 wheeler (LA) or Motorcycle (LC) in cases where the engine capacity exceeds 50ml or the maximum speed exceeds 50km/hr.

Vehicles in categories LA and LC are required to meet applicable ADRs and have a plate fitted prior to supply to the market in Australia.

Vehicles including motorised scooters with a maximum power output not exceeding 200 watts require an import approval. There are no ADR requirements.

Documents required to be submitted with the application form:

UP TO 200 WATTS

\$50.00 application fee, purchase document, certified picture ID if first time applicant, a brochure showing manufactures specifications of the vehicle and picture. (If you have not imported in last 12 months you are required to provide certified ID)

OVER 200 WATTS

You must meet one of the “eligibility criteria to import a vehicle to Australia” as explained in this brochure.

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Specialist and Enthusiast Vehicle Scheme (SEVS)

SEVS allows the importation of vehicles that are not supplied in full volume but satisfy specialist or enthusiast interests.

The intent of SEVS is to make motor vehicles available in Australia that cater for specialist and enthusiast interests. Vehicles not available through full volume suppliers are assessed against criteria that define specialist and enthusiast.

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.dotars.gov.au/transreg/str_sevs.htm

Only used vehicle models listed on the Register of Specialist and Enthusiast Vehicles may be imported. If you wish to import a SEVS vehicle you will need to contact a Registered Automotive Workshop (RAW).

<http://raws.dotars.gov.au>

Vehicles for Dismantling

Complete vehicles imported for dismantling purposes are not permitted.

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.

Check with the Registration Authority in your State or Territory for requirements regarding the sale of an imported vehicle. Addresses are at the end of this document.

It is an offence to supply to the market (ie to sell for use on a public road) a vehicle that does not meet the ADRs, or is not fitted with an identification plate, used import plate or Personal Import plate and such action may attract a penalty of up to 120 units per vehicle. A penalty unit means A\$110 (as at 1/7/03).

Vehicles 15 years or older are not fitted with a plate under the Act. You should consult your State or Territory Registering Authority for registration requirements for these vehicles.

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GENERAL INFORMATION

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

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 are at the back of this bulletin.

You should be aware that the information you give in the import approval application may be provided to Commonwealth, State and Territory governments. A consent authority is included in the application form.

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SERVICE CHARTER

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.

Decisions

We will provide clear reasons for any unfavourable decision.

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.

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.dotars.gov.au.

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:

1. Contacting the officer you have been dealing with; or
2. 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;
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.

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NOTICE OF RIGHTS OF REVIEW

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 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.

Freedom of Information

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

Requests must be made in writing to the FOI Co-ordinator, Department of Transport and Regional Services, GPO Box 594, CANBERRA CITY ACT 2601. The request should be accompanied by a \$30 application fee. Additional charges may also be payable in relation to time spent searching for, retrieving and photocopying relevant documents and making decisions. Further details are available by contacting the Department's FOI Coordinator on (02) 6274 7844.

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PERSONS ELIGIBLE TO CERTIFY DOCUMENTS

The full name, address and contact phone number of the person certifying the copy and their qualification (from the list below) must be included. This can be certified by:

Part 1 - Members of Certain Professions; Chiropractor, Dentist, Legal practitioner, Medical practitioner, Nurse, Patent attorney, Pharmacist, Physiotherapist, Psychologist, Veterinary surgeon; or

Part 2 - Other Persons; 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 Commonwealth or of a Commonwealth 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, 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.

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ADDRESSES

AUSTRALIAN CUSTOMS SERVICE

If calling within Australia please phone:

1300 363 263

E-mail enquires to: Information@customs.gov.au

New South Wales

Collector of Customs
Customs Information Centre
GPO Box 8
SYDNEY NSW 2001
Tel: 61 2 9213 2000
Fax: 61 2 9213 4000

Victoria

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

Queensland

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

Western Australia

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

South Australia

Customs Information Centre
PO Box 50

PORT ADELAIDE SA 5015
Tel: 61 8 8447 9211
Fax: 61 8 8447 9206

Tasmania

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

Northern Territory

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

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

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MOTOR VEHICLE REGISTRATION AUTHORITIES

New South Wales

Registrar of Motor Vehicles
RTA
PO Box K198
HAYMARKET NSW 1238
Tel: 1300137302
Tel: 61 2 9218 6888
Fax: 61 2 9218 6567
E-mail: tech-enq@rta.nsw.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

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

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 Transport
Licensing Division
Technical Section
21 Murry Road Sth
WELSHPOOL WA 6101
Tel: 08 9351 1680
Fax: 08 9351 1699
E-mail: Vehiclesafety@dpi.wa.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

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

Australian Capital Territory

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