



# Application to License a Vehicle

### SEE OVER PAGE FOR IMPORTANT INFORMATION

If the vehicle is currently not licensed in WA OR the vehicle has not been previously licensed in your name, you will need to provide proof of vehicle ownership. Please see over the page for acceptable proof of ownership. The 'Sellers Declaration' is to be completed by **Motor Vehicle Dealers only**.

This declaration must be presented in person at a Driver and Vehicle Services centre or regional agent by the proposed licence holder or an authorised representative of a Motor Vehicle Dealership.

Current or previous Plate Number.

If factory new vehicle write NEW.

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## PROPOSED LICENCE HOLDER DECLARATION

ORGANISATION/COMPANY IF APPLICABLE

AUSTRALIAN COMPANY NUMBER (ACN)

ORGANISATION CODE

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FAMILY NAME

I,

OTHER NAME/S

DRIVER'S LICENCE NUMBER

DATE OF BIRTH

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		/			/						
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PHONE NUMBER

RESIDENTIAL ADDRESS/COMPANY ADDRESS

SUBURB

STATE

W	A
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POST CODE

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POSTAL ADDRESS (IF DIFFERENT FROM RESIDENTIAL ADDRESS)



SUBURB

STATE

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POST CODE

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**make application to license the vehicle described hereunder.**

YEAR OF MANUFACTURE

MAKE

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MODEL

BODY TYPE



VIN/ CHASSIS NUMBER (IF KNOWN)

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PURCHASE PRICE

DUTIABLE VALUE

(if not purchased mark N/A)

(for definition of 'dutable value' see over page)

\$										
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\$										
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**WARNING:** It is an offence to understate the purchase price or dutiable value of a vehicle (penalty - up to \$20,000); or to provide false or misleading information in this application (penalty - up to 3 years imprisonment).

Is a factory fitted or Government approved immobiliser fitted to this vehicle and fully operational? (See overleaf for more information)

YES	NO	EXEMPT
<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Will this vehicle be kept primarily in WA?

<input type="checkbox"/>	<input type="checkbox"/>
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**IN THE EVENT OF ANY DISPUTE OF OWNERSHIP I ACCEPT FULL RESPONSIBILITY FOR THE GRANT OF THE VEHICLE LICENCE IN MY NAME.**

I declare that the information on this form is true and correct. I understand that under the provisions of the *Road Traffic (Administration) Act 2008*, it is an offence to provide false or misleading information.

DECLARED AT

DATE

		/			/						
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SIGNATURE OF DECLARANT

## SELLER'S DECLARATION (Motor Vehicle Dealers)

FULL NAME

I,

REPRESENTING ORGANISATION/COMPANY IF APPLICABLE

AUSTRALIAN COMPANY NUMBER (ACN)

ORGANISATION CODE

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ADDRESS



SUBURB

STATE

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POST CODE

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**Sold the vehicle described to:**

NAME OF PURCHASER

SELLING PRICE

\$										
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DECLARED AT

DATE

		/			/						
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SIGNATURE OF DECLARANT

**WARNING:** A seller who understates the purchase price or the dutiable value of a vehicle commits an offence under the *Duties Act 2008* and is liable to a penalty of \$20,000. The seller is also liable for the payment of the amount of the shortfall of vehicle licence duty as a result of such understatement, together with a penalty of 100% of that amount.

## OFFICE USE ONLY

	YES	NO
Proof of ownership (receipt) sighted, copied and returned	<input type="checkbox"/>	<input type="checkbox"/>
Proof of previous licence in applicants name	<input type="checkbox"/>	<input type="checkbox"/>
Vehicle licence duty payable	<input type="checkbox"/>	<input type="checkbox"/>
Proof of ownership approved (Disposal notice/Statutory Declaration)	<input type="checkbox"/>	<input type="checkbox"/>
Applicant is the beneficiary of a deceased estate	<input type="checkbox"/>	<input type="checkbox"/>
Vehicle relicensed in current owner's name	<input type="checkbox"/>	<input type="checkbox"/>
Proof of Identity (copied and attached)	<input type="checkbox"/>	<input type="checkbox"/>

PLATE NUMBER

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DATE

		/			/						
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OPERATOR NAME

## IMPORTANT INFORMATION

Your personal driver's licence information, photograph, and vehicle licence information may be used, or disclosed to a third party, where authorised under 'road law' (as defined in the *Road Traffic (Administration) Act 2008*), or Commonwealth law or in compliance with a Court Order issued within Australia. Your personal details may also be disclosed to other driver licensing authorities to assess your application or verify any information you have provided.

### PROOF OF VEHICLE OWNERSHIP

If the vehicle you have purchased is not currently licensed in WA, you will need to provide proof of vehicle ownership.

Please bring along the original copy of one of the following documents:

- A receipt showing purchase price, date of sale, vehicle details (including VIN, plate number or engine number), seller's name and seller's signature. Receipts and tax invoices must show 'paid in full' in order to be accepted as proof of vehicle ownership.
- A contract of sale/purchase with receipt attached to show the purchase has been finalised. The purchase price, date of sale, vehicle details (including VIN, plate number or engine number), seller's name and seller's signature must be shown on the contract and/or receipt. Receipts and tax invoices must show 'paid in full' in order to be accepted as proof of vehicle ownership.
- Where the seller is deceased, a letter from the Executor or Administrator must be provided showing purchase price, date of sale, vehicle details, deceased's name, the executor's or administrator's signature and whether the vehicle has an immobiliser fitted.
- Your copy of the Vehicle Transfer Notification of Change of Ownership (Form MR9 or Form MR9B), or the Application to Licence a Vehicle or Transfer a Vehicle Licence Motor Vehicle Dealers (Form VL12).

If you cannot provide one of the above documents a completed Declaration of Vehicle Ownership (Form VL50) may be submitted for consideration by the Department of Transport.

Vehicles (including trailers, caravans etc.) cannot be licensed in Western Australia if they are garaged in another State or Territory. Garage address means 'the address where the vehicle is kept when not in use'.

If the PROPOSED LICENSEE is a corporation, the full legal title of the corporation must be shown. You may be required to show evidence of the corporation if an ACN cannot be provided.

If jointly owned, one person ONLY is to be nominated as the licence holder, Proof of Identity (Form VL186) is to be completed.

Vehicle licence duty is payable at the prescribed rate on the 'dutable value' of the vehicle, including the value of any trade-in, unless evidence is produced that the vehicle was previously licensed in your name.

If the vehicle has been previously licensed in your name, the declaration of the seller is to be left blank.

### VEHICLE MUST BE PRIMARILY KEPT IN WESTERN AUSTRALIA

In accordance with s.5(3)(d) of the *Road Traffic (Vehicles) Act 2012*, vehicles may only be licensed in Western Australia if they are primarily kept in this State. You may be required to provide documentary proof of this.

### IMMOBILISER REQUIREMENTS

The onus is on the proposed licence holder of the vehicle to have or ensure that an approved immobiliser is installed. Any application to license a vehicle will not be accepted if the proposed licence holder has not marked in the appropriate area, that an approved immobiliser is fitted to this vehicle. Some exemptions are available; for a complete list visit [www.transport.wa.gov.au](http://www.transport.wa.gov.au)

1. Before applying to license a vehicle, an approved immobiliser must be fitted. For further information on approved immobilisers contact your local authorised installer, visit [www.transport.wa.gov.au/licensing](http://www.transport.wa.gov.au/licensing) or call Driver and Vehicle Services on 13 11 56.
2. If the vehicle to be licensed is already fitted with an immobiliser, confirmation must be made that it is an approved device.

An approved immobiliser is:

- Factory fitted (i.e. fitted at the time of manufacture). The vehicle handbook should be able to confirm this.
- Self arming (i.e. devices which automatically arm themselves without assistance from the driver) and prevents the vehicle from being started.

### DEFINITIONS

The term 'dutable value' is defined by Division 5 of the *Duties Act 2008*. The following interpretation is provided as a guide only.

#### New Vehicle

For a new vehicle (which includes a demonstration model that has not been used for that purpose for more than 2 months) that is a motor car, motor wagon or motorcycle, the 'list price' (see definition below), plus the price fixed by the manufacturer, importer or principal distributor as the additional retail selling price in Western Australia for a particular type of transmission fitted to the vehicle (for example, the set fee to upgrade a manual transmission to automatic).

'List Price' means the price that has been fixed by the manufacturer, importer or principal distributor as the retail selling price of that vehicle in Western Australia.

#### Used Vehicle

In relation to used vehicles - the amount for which the vehicle might reasonably be sold, free of encumbrance, in the open market.

**NOTE:** Vehicles which are transferred for no monetary gain need to have an amount provided for which the vehicle might reasonably be sold, free of encumbrances in the open market (i.e. its dutable value).

## DoT Direct

### Save time, do it online.

Access our secure site [www.transport.wa.gov.au](http://www.transport.wa.gov.au) and click on the DoT Direct services point to register or login.

A DoT Direct online account is a free personalised account where you are able to manage all information relating to your personal vehicle licence and driver's licence, as well as pay all bills associated with these licences. You are now able to also view your boats and pay boat registration renewals through your DoT Direct online account.