



Australian Government

Department of Transport and Regional Services



Importing Vehicles to Australia

Information Brochure(VSB10)

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It is strongly recommended that you do not ship your vehicle until after you receive your Import Approval.



Department of Transport and Regional Services - Vehicle Safety Standards

GPO Box 594 Canberra ACT 2601

Telephone 1800 815 272 if calling within Australia

61 26274 7444 if calling outside Australia

Email: vimports@dotars.gov.au

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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

Email: Vimports@dotars.gov.au

Physical Address

111 Alinga Street
CANBERRA ACT 2600

PLEASE READ THIS BROCHURE AND THE APPLICATION FORM CAREFULLY

INTRODUCTION

This bulletin explains how to find out whether a vehicle is eligible to be imported and how to obtain an import approval.

An import approval must be obtained for a vehicle to gain customs clearance at its point of entry to Australia. Vehicles that arrive in Australia without an import approval generally incur significant 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 ship your vehicle before receiving an approval and your vehicle arrives before the application is processed, you may incur storage costs from the shipping company/freight forwarder. You may also be open to prosecution, as it is an offence to import a vehicle without an import approval. Importation takes place when a vehicle has landed within the port of intended discharge and not once the vehicle clears customs control. If the import application is not approved, you will have to either export the vehicle or have it destroyed at your own expense. Destruction will need to take place under Customs supervision.

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). Generally, only vehicles that have been built specifically for the Australian market comply with all of the required ADRs.

Vehicles for use on public roads in Australia are usually 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. Contact details for registration authorities can be found at the end of this bulletin.

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

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

LEGISLATION

The *Motor Vehicle Standards Act 1989* (the Act) and Motor Vehicle Standards Regulations 1989 (the Regulations) make 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 are the National Standards and a standard vehicle is one that complies with all of the applicable ADRs. An identification plate fitted with the approval of the Administrator indicates that a vehicle is a standard vehicle.

Vehicles for use on Australian roads need to be registered by a State or Territory vehicle registration authority. Generally, a vehicle needs to be fitted with an identification plate before it can be registered. Some vehicles, such as those built before 1 January 1989, those imported by temporary visitors and those for use as mining equipment do not require a plate (all discussed later in this bulletin).

In addition to identification plates there are other plates approved to be fitted to certain non-standard vehicles. These include used import plates. 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. Some modern plates are adhesive labels.

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" on page 5 for requirements.

VEHICLE APPROVAL SCHEMES

Full Volume

A full volume manufacturer is one that holds approval to place identification plates on new vehicles supplied to the Australian market in unlimited numbers.

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 ADRs. 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.

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 (numbers may vary depending on the 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 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:

www.dotars.gov.au/rvcs

SEVS information;

or you may contact Vehicle Safety Standards on 02 6274 7498.

Registered Automotive Workshop Scheme (RAWS)

A RAW is a business that has been approved to import and plate up to 100 used vehicles (per vehicle category), per year. The vehicles imported must be on the Register of Specialist and Enthusiast vehicles (with the exception of unrestricted used motorcycles). The application form attached to this bulletin is not to be used for vehicles imported under the RAW Scheme. For information about importing vehicles under the RAW Scheme please refer to page 18.

Specialist and Enthusiast Vehicle Scheme (SEVS)

SEVS is a register of vehicle make/models that have been assessed as meeting the criteria in the Regulations for classification as specialist and enthusiast vehicles.

These are make/models that are not available from the mainstream manufacturers and cater for consumers with specialist and enthusiast interests.

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

ELIGIBILITY CRITERIA TO IMPORT A VEHICLE TO AUSTRALIA

The following are different ways you can import a vehicle to Australia. At least one of the following criteria must be met to be eligible to import a vehicle into Australia

Each heading is a different way you can qualify to import a vehicle.

1. Vehicles built before 1 January 1989 – Part 4 on Application Form

Vehicles built before 1 January 1989 may be imported to Australia without restriction. An import approval is still required and the enclosed application form should be used.

The vehicle must be built prior to 1 January 1989 unless it meets the transitional arrangement below:

- **If you made a financial commitment and purchased a 1989 or 1990 vehicle prior to 7 February 2005 you may apply to import your vehicle until 31 December 2005; but**
- **If the vehicle is a 1990 year of manufacture you may only apply on or after the month when the vehicle turns 15 years old, e.g. a vehicle manufactured in September 1990 can be applied for import in September 2005 provided there was a financial commitment before 7 February 2005.**

Please note that the Import Approval is an Australian 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. Contact details are included at the end of this bulletin.

Documents required to be submitted with the application form:

\$50.00 application fee, purchase document, certified picture ID of the importer or responsible officer if a company (if you have not imported in the last 12 months you will need to provide your ID again). Transitional vehicles will need to provide evidence of payment prior to 7 February 2005 if the year of manufacture shows the vehicle to be a 1990 manufacture you will also need to supply evidence of the month of manufacture, e.g. registration/deregistration showing date of first registration, confirmation from the vehicle manufacture or any other evidence available.

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 rather than Part 4. Your local State or Territory registration authority can advise you on any differences in the registration process for vehicles built prior to 1 January 1989 as opposed to Personal Import Vehicles.

2. Trailers - Part 5 on Application Form

Trailers up to 4.5 tonnes Aggregate Trailer Mass (ATM)

Trailers less than 4.5t ATM may be approved for importation to Australia subject to the vehicle being modified according to the requirements of the ADRs. If the vehicle cannot be made to comply with the ADRs then it must be exported or destroyed. Details of the requirements 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/roads/safety/bulletin/vsb1/index.aspx>

Documents required to be submitted with the application form:

\$50.00 application fee, purchase document, certified picture ID if first time applicant, Information confirming that the ATM is less than 4.5 tonnes such as original manufacturers specifications or photographs of trailer plates from the country of origin. (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 on the date they are first supplied to the market in Australia. They must also have an Identification Plate fitted in accordance with an approval issued by the Administrator of Vehicle Standards.

For New Trailers there are 2 options available:

1. NEW LOW VOLUME

There is a Low Volume Assessment Scheme for the manufacture or importation of 1 trailer per annum.

To be eligible to import 1 Trailer you must complete the Low Volume Trailer Registration Form for a Licence in the Road Vehicle Certification System (RVCS), information on the Low Volume Assessment Scheme is available at:

http://www.dotars.gov.au/roads/motor/standards/str_trailerscheme.aspx

An Import Approval may be granted if the applicant has not imported another trailer in the 12 months prior to the application. Approval will be conditional on the Trailer meeting all applicable Australian Design Rules (ADR's), if for any reason the trailer is unable to meet the ADR's then it would have to be exported for destroyed.

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, Licence No. (If you have not imported in last 12 months you are required to provide certified ID)

2. NEW FULL VOLUME

If you wish to import more than 1 trailer a year then you will need to obtain an Identification Plate Approval under the Section 10 of the Motor Vehicle Standards Act 1989 (the Act), further information is available at:

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

To be eligible to import a new trailers you must:

Hold an identification plate approval issued under section 10 A of the Act. To enable such an approval to be issued applicants may be approved to import a trailer for test and evaluation, so that they can develop evidence of compliance. A test and evaluation import approval may be issued if the applicant is:-

1. Registered as a Licencee in the Road Vehicle Certification System (RVCS)
2. The trailer was designed at a Design Facility registered in the Road Vehicle Certification System (RVCS)
3. The trailer was manufactured in a production facility registered in the Road Vehicle Certification System (RVCS)
4. The applicant must be able to demonstrate that they have a connection with the design and manufacturing facilities such that the Administrator of Vehicle Standards can be granted access to those facilities for the purpose of audit.
5. The Facilities must manufacture the trailers following a quality management system which provides assurance that all vehicles plated under this approval meet the specification covered by the approval.

Applications forms to register in the RVCS are available at:

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

You can only import 1 trailer as your test trailer to be able to obtain Full Volume Compliance Plate Approval (CPA).

Once you have gained Full Volume Approval then you are eligible to apply to import unlimited number of the trailers that you hold CPA for. But if you wish to import a different model, make etc then you need to go through the process of applying to import the Test Trailer again by following steps 2 to 5 above.

Importation of the trailer will be conditional on the Trailer meeting all applicable Australian Design Rules (ADR's), if for any reason the trailer is unable to meet the ADR's then it would have to be exported for destroyed.

Documents required to be submitted with the application form:

Test Trailer to obtain Full Volume CPA - \$50.00 application fee, purchase document, certified picture ID if first time applicant, Aggregate Trailer Mass, Licencee No, Design Facility No, Production Facility No. (If you have not imported in last 12 months you are required to provide certified ID)

Approval for which you hold CPA - \$50.00 application fee, purchase document, certified picture ID if first time applicant, Aggregate Trailer Mass, CPA No. (If you have not imported in last 12 months you are required to provide certified ID)

Used Trailers that have 4.5 tonnes Aggregate Trailer Mass or above may only be imported in accordance with one of the prescribed circumstances set out in the Motor Vehicle Standards Regulations 1989.

3. Trucks and Buses -

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 an identification plate fitted. Importers will need to obtain either:

1. A letter of compliance from the approved identification plate holder. A list of approval holders is available at: [See also the section on Letter of Compliance on page 8 for more information.]

<http://www.dotars.gov.au/rvcs>

Vehicle/RVD Search

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

OR

2. The vehicle will need 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:

www.dotars.gov.au/raws

Note: If you are using a RAW then the RAW must make the application to import.

OR

3. A letter of agreement from an organisation who holds New Low Volume approval. To search to see if there is a Low Volume Approval Holder go to:

<http://www.dotars.gov.au/rvcs>

Vehicle/RVD Search

Documents required to be submitted with the application form:

\$50.00 application fee, purchase document, letter of compliance (1 above), or Letter of Agreement (3 above) trucks Gross Vehicle Mass or number of seats for buses, certified picture ID of the importer or responsible officer if a company (if you have not imported in the last 12 months you will need to provide your ID again).

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

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 approval holders is available at: (See the section on Letter of Compliance for more information).

<http://www.dotars.gov.au/rvcs>

Vehicle/RVD Search

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

OR;

2. The vehicle will need 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:

www.dotars.gov.au/raws

Trucks over 12 tonnes GVM to be imported and fitted with a Used Import Plate by a Registered Automotive Workshop (RAW) and buses with more than 12 seating positions need to meet the ADRs applicable when the plate is fitted.

Note: If you are using a RAW then the RAW must make the application to import.

OR

4. A letter of agreement from an organisation who holds New Low Volume approval. To search to see if there is a Low Volume Approval Holder go to:

<http://www.dotars.gov.au/rvcs>

Vehicle/RVD Search

Documents required to be submitted with the application form:

\$50.00 application fee, purchase document, an original letter of compliance (1 above) or letter of agreement (4 above), GVM for trucks or number of seats for buses, certified picture ID of the importer or responsible officer if a company (if you have not imported in the last 12 months you will need to provide your ID again).

4. Letter of Compliance – Part 7 on 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 (i.e. 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 original build date. 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 authorised plate engraver.

Details of companies that have approval to place identification plates on new vehicle and therefore are permitted to issue a Letter of Compliance are available from the Internet at

<http://www.dotars.gov.au/rvcs>
Vehicle/RVD Search

Documents required to be submitted with the application form:

\$50.00 application fee, purchase document, original Letter of Compliance, certified picture ID of the importer or responsible officer if a company (if you have not imported in the last 12 months you will need to provide your ID again).

5. Personal Imports – Part 8 on Application Form

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

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. If an applicant has imported a vehicle under any other provisions in that time, approval will not be granted.

The criteria outlined at (a) to (e) above are mandatory criteria as included in Regulation 13 of the Motor Vehicle Standards Regulations 1989. The criteria will be strictly enforced.

Copies of 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 details of any absences from your main country of residence during the relevant qualifying period for ownership

and use of the vehicle. If your travel was for business reasons you must supply a letter to that effect 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 as 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 have met certain immigration requirements. The Administrator will consider applications to import personally owned vehicles from applicants who are entering Australia under these arrangements.

Note: In these cases, all criteria other than (b) in relation to citizenship must still be met.

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 only applies to New Zealand passport holders)

This list is a guide only, 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 country
- Cancellation of overseas rental property

This list is a guide only, 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
- 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 from outside Australia 61 2 6274 7444 or by e-mail to 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.

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 and the original import approval headed “This copy authorises the issue of a Personal Import Plate” must be completed.

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 provide at the back of this bulletin.

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

(Australian Identification Plate means a plate declaring the status of a road vehicle in relation to the national standards and approved to be placed on vehicles of that type or description and under arrangements provided for in subsection 10(1) of the Act).

If you exported your vehicle from Australia, 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. Provided the vehicle has not been subjected to treatment, repair, renovation, alteration or any other process it will be entered into Australia as returned Australian goods.

If you purchased the vehicle overseas and it has an Australian identification plate fitted, and you have evidence of its 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 as returned Australian goods, provided the vehicle has not been subjected to treatment, repair, renovation, alteration or any other process it will be entered into Australia as returned Australian goods.

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, copy/picture of the compliance plate attached to the vehicle, certified picture ID of the importer or responsible officer if a company (if you have not imported in the last 12 months you will need to provide your ID again).

7. Overseas visitors to Australia – Part 9 on 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 presenting a valid Carnet de Passage en Duane at port of entry to Australia, in which case no Vehicle Import Approval is required (Note: a

vehicle must have sufficient registration cover from the person's home country to cover the period of the temporary import).

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

If you are travelling on a "Temporary Resident" Visa then you are not eligible to import your vehicle under (b) above.

Neither visitors nor temporary residents are eligible under the Personally Imported Vehicle Scheme described in this brochure (refer page 8).

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

\$50.00 application fee (for category (b) above), purchase document, current overseas registration document valid for the period of the visit, passport pages showing nationality, and Australian visitor's visa

8. 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/homologations/Voit_Pays.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 for 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, 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, certified picture ID of the importer or responsible officer if a company (if you have not imported in the last 12 months you will need to provide your ID again)

9. OFF ROAD VEHICLES - Non-Transport Equipment – Part 11 on Application Form

NOTE: Before an import approval may be issued for a vehicle, it is first necessary to determine whether the vehicle is a 'road vehicle' for the purposes of the *Motor Vehicle Standards Act 1989* (the Act). For the purposes of the Act, 'road vehicle' means:

- (a) a motor vehicle designed solely or principally for the transport on public roads of people, animals or goods; or
- (b) a motor vehicle that is permitted to be used on public roads.

IT IS IMPORTANT TO NOTE THAT THE ACT DOES NOT TAKE INTO ACCOUNT THE INTENDED USE OF THE VEHICLE. IF THE VEHICLE IS 'ROAD VEHICLE', IT WILL REQUIRE AN IMPORT APPROVAL REGARDLESS OF WHETHER IT IS TO BE USED ON OR OFF ROAD.

Vehicles imported for off road use must have been originally manufactured as off road vehicles, e.g. four-wheel agricultural bikes.

Vehicles that are based on a conventional truck chassis are subject to normal compliancing requirements. You will need to meet one of the eligibility criteria outlined earlier in this brochure (page 5).

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

CRANES:

All special purposes-built cranes are required to gain import approval. If your crane is mounted on a conventional truck chassis, it is not classed as a special purpose-built crane. If the crane is permitted to be used on public roads, you are required to submit with the import application a letter from an Australian State or Territory Registering Authority stating that they will allow the vehicle to be used on public roads.

POCKET BIKES

All pocket bikes require an import approval to enable clearance by the Australian Customs Service.



To gain import approval generally the seat height must be not more than 600mm from the ground to the saddle (where you actually sit) for classification as a Pocket Bike. A manufacturer's brochure including design features must be attached to the import application form. Import approval does not indicate compliance with Australian Standards.

MOTORISED SCOOTERS AND PEDAL CYCLES:

All motorised scooters and motorised pedal cycles require an import approval.



Motorised scooters or pedal cycles with a maximum power output not greater than 200 watts fall into the AB vehicle category (Pedal assisted cycles) in the National Standards (ADRs) and are not subject to the Australian Design Rules. However, they must still have an import approval, before they can be imported into Australia.

If your motorised scooter or pedal cycle exceeds 200 watts it falls into one of the following vehicle categories (as determined in the National Standards (ADRs):

LA (Moped)

- **Power output exceeding 200watts**
- **Not exceeding 50ml capacity**
- **Not capable of exceeding 50km/h**

OR

LC (Motorcycle)

- **Exceeds 50ml Capacity
and/or**
- **Capable of exceeding 50km/h**

The *Motor Vehicle Standards Act 1989* applies to both LA and LC category vehicles and unless you meet one of the eligibility criteria outlined earlier in this brochure (page 5) you will be unable to import such a vehicle.

MOBILITY WHEELCHAIRS

The requirements to import a mobility scooter are:

- Must be self propelled (i.e. propelled by a mechanism other than by human power);
- Can only accommodate a single person;
- Are designed so as to be not capable of a speed exceeding 10km/h on level ground;
- Have more than 2 wheels; and
- Have an unladen mass not less than 40kg.

MOTOR BIKES

Other countries may classify off road bikes differently to Australia.

Generally if a bike was designed principally for 'on road use' and has lights, blinkers, side mirrors and provision for a number plate, it is regarded as a ON ROAD bike.

However there are cases where some bikes are manufactured with the above features but are still regarded as an off road design. Below are examples of off/on road bikes:



This is an example of an off road bike



This is an example of a bike that has on road features but could be also classed as off road bike.



This a pure on road design bike

If your bike falls into the category where it has some on road features but is predominately an off-road bike, the Administrator may grant import approval if you agree to the following:

- i. Direction indicators lamps are not fitted at time of importation nor at any time later;
- ii. Registration plate holder is not fitted at time of importation nor at any time later;
- iii. Tyres suitable for off-road use only are fitted at time import and at all times later; and
- iv. A durable self adhesive label is affixed in a conspicuous position immediately after taking delivery of the vehicle in Australia. The label must include the words "this motorcycle is not certified to comply with the Australian Design Rules and may not be registered for normal on road use".

Documents Required To Be Submitted With The Application Form:

\$50.00 application fee, purchase document, a brochure showing manufactures specifications of the vehicle and picture, certified picture ID of the importer or

responsible officer if a company (if you have not imported in the last 12 months you will need to provide your ID again).

10. IMPORTING, MODIFYING AND HAVING AN AUSTRALIAN IDENTIFICATION PLATE FITTED BY A REGISTERED AUTOMOTIVE WORKSHOP (RAWS)

If you wish to import a vehicle that is an eligible Specialist and Enthusiast Vehicle (see web site www.dotars.gov.au/transreg/str_sevs.htm) you will need to contact a RAW to arrange the importing and plating of the vehicle at www.dotars.gov.au/raws, then go to search for a RAW.

The application contained in this information bulletin is not for use when importing a vehicle through a RAW. The RAW must make the application to import on your behalf electronically.

Vehicles for Dismantling

The importation of complete vehicles for dismantling purposes is 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.

You should also check with the Registration Authority in your State or Territory for any requirements they may have in relation to the sale of an imported vehicle. Contact details are provided at the end of this document.

It is an offence to supply to the market (i.e. to sell for use on a public road) a vehicle that has been imported for use in transport but does not meet the ADRs, or is not fitted with an identification plate, used import plate or Personal Import plate. Such action may attract a penalty of up 120 units per vehicle. A penalty unit means A\$110 (as at 1/1/04).

GENERAL INFORMATION

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

Extra application forms are available on request, or you may obtain one from the Internet site at:

www.dotars.gov.au/rvcs

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.

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 details are included at the back of this bulletin.

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

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.

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 seek to 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 held by the Department under the provisions of 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.

PERSONS ELIGIBLE TO CERTIFY DOCUMENTS

The full name, address and contact phone number of the person certifying copies of documents, together with their qualification (from the list below) must be included with documentation submitted to the Department. Documents can be certified by:

- ◆ Part 1 - Members of Certain Professions including Chiropractor, Dentist, Legal Practitioner, Medical Practitioner, Nurse, Patent Attorney, Pharmacist, Physiotherapist, Psychologist, Veterinary Surgeon; or
- ◆ Part 2 - Other Persons including 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 Australian Government or of an Australian Government 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 include 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.

VEHICLES EQUIPPED WITH AN AIR CONDITIONER

This notice provides information about vehicles equipped with an air conditioner that may be subject to the provisions of the Ozone Protection and Synthetic Greenhouses Environment and Heritage and does not fall with DOTARS area of responsibility. Detailed information is available at:

www.deh.gov.au/atmosphere/ozone.

Specific requirements have been established by the Department of Environment and Heritage and for further details you should contact:

Ozone and Synthetic Gas Team
Department of Environment and Heritage
GPO Box 787
CANBERRA ACT 2601
Phone:02 6274 1373
Email: ozone@deh.gov.au

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 8339 6000
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

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 Planning and
Infrastructure
Technical Section
21 Murray Road Sth
WELSHPOOL WA 6101
Tel: 08 9351 1680
Fax: 08 9351 1699

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