



Australian Government

Department of Transport and  
Regional Services

# Application for Approval to Import a Vehicle

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

- Carefully read the brochure *Importing Vehicles to Australia* published by Vehicle Safety Standards of the Department of Transport and Regional Services before completing this application. Any missing documents or incomplete applications will delay the issuing of your import approval. You will need an Import Approval to take delivery of your vehicle from the Australian Port of entry.
- You should allow up to 17 days from receipt of your application and all documentation for processing and issue of an approval.
- A fee of \$50.00 must accompany this application. Cheques are to be in Australian dollars and payable to the Receiver of Public Monies.
- If this is your first Application you must provide a certified copy of your ID.

**Please fill in all information, pull out application and send to address given in this Application.**

A Fee of \$50.00 must accompany this application

Mode of payment

Please debit my credit card or Enclosed is

my cheque/money order for \$ \_\_\_\_\_

Credit card details

Four groups of four digit input boxes for credit card details.

Bankcard

Mastercard

Visa

Cardholder's Name .....

Expiry date .....

Cardholder's Signature.....

**Part 1 - Application**

Is this your first application?  Yes  No

Name of owner (to whom the approval is to be issued). Please complete ONE of the following:

**Do not complete both Part A and B**

**A - SURNAME**

Input box for Surname

First and other given names

Input box for First and other given names

Title

Mr Mrs Miss Ms Other (specify)

Date of Birth

Date of Birth input box with slashes

ADDRESS

Large input box for address

E-mail:

Post Code:

Telephone Number

Facsimile Number

Telephone and Facsimile Number input boxes with parentheses

**B - COMPANY**

OR

Input box for company name

Company representative name / title eg Mr J Smith Manager

Input box for company representative name

Company ACN / ABN No

Input box for Company ACN / ABN No

ADDRESS

Large input box for address

E-mail:

Post Code

Telephone Number

Facsimile Number

Telephone and Facsimile Number input boxes with parentheses

**Part 2 - Agent**

You may nominate a Freight Forwarding agent or other Agent to act on your behalf. Please note that if any further information is required your agent will be contacted.

Contact name

Input box for Contact name

Company

Input box for Company

Telephone number

Facsimile number

Telephone and Facsimile Number input boxes with parentheses

**Part 3 - Vehicle Details**

A purchase document must be provided for every vehicle

Year of manufacture

Input box for Year of manufacture

MOTORCYCLE CAR TRAILER OTHER with checkboxes

Make

Input box for Make

Model

Input box for Model

Vehicle Identification Number or Chassis Number

Input box for Vehicle Identification Number or Chassis Number

IF THERE IS MORE THAN ONE VEHICLE, ATTACH A CLEAR LIST OF ALL VEHICLES DETAILS

TOTAL NUMBER OF VEHICLES

Input box for Total Number of Vehicles

Current physical location of vehicle(s)

Input box for Current physical location of vehicle(s)

If known, the country in which the vehicle(s), when new, was / were first offered for sale.

Input box for country of first sale

**Part 4 – 15 years or older**

Was the vehicle manufactured 15 or more years ago?

Month of Manufacture



Yes Go to Part 13



No Go to Part 5

NOTE: if you qualify for the Personal Imports requirements you may import your vehicle under part 8.

Refer to page 5 of the brochure for documents required

**Part 5 – Trailer**

Is the vehicle a Trailer



Yes Go to Part 13



No Go to Part 6

Refer to page 5 of the brochure for documents required

ATM specify weight

**Part 6 – Australian Compliance fitted**

Does the vehicle have an Australian Compliance Plate fitted?



Yes Go to Part 13



No Go to Part 7

Refer to page 12 of the brochure for documents required

**Part 7 – Letter of Compliance**

Do you have a letter of Compliance?



Yes Go to Part 13



No Go to Part 8

Refer to page 7 of the brochure for documents required

**Part 8 – Personal Imports (Australian citizens/permanent residents only)**

Do you have evidence of not less than twelve continuous months overseas ownership and use of the vehicle?



Yes Complete the below boxes then go to part 13



No Go to Part 9

Date of your arrival in overseas country where vehicle was first registered

Date of first overseas registration of vehicle in your name

Date you stopped / intend stopping using the vehicle overseas

Date you are returning to Australia

Only one vehicle per person may be imported in any one year period. Temporary residents, companies and corporations are not eligible

Refer to page 8-12 of the brochure for documents required

**Part 9 – Visiting Foreign National**

Are you visiting Australia and travelling on visitors Visa?



Yes Go to Part 13



No Go to Part 10

Refer to page 12 of the brochure for documents required

**Part 10 – Closed Circuit Racing/Rally**

Closed Circuit Racing



Yes go to Part 13



No Go to Part 11

Rally Vehicle



Yes go to Part 13



No go to Part 11

Refer to 13-14 page of the brochure for documents required

## Part 11 – Off Road Vehicles

Is your vehicle a vehicle manufactured as an off road vehicle or a special purpose vehicle?



Yes Go to Part 12



No Go to Part 12

Is your vehicle a motorised scooter or pedal cycle under 200watts



Yes Go to Part 12



No Go to Part 12

Refer to page 14-16 of the brochure for documents required

## Part 12 – Declaration – Applicant to Sign

**If you have ticked no to all of the above parts then you do not qualify to import your vehicle.**

I declare that the information provided is true and correct and agree to allow the information to be provided to other government agencies.

**This form must be signed by the applicant. No Agents to sign.**

Signature

Date

Personal information provided is covered by the Commonwealth Privacy Act of 1988. The storage, use and disclosure of any personal information collected will be subject to the Commonwealth Information Privacy Principles.

### WARNING

Any false or misleading information provided is an offence under Chapter 2 (except Part 2.5) of the Criminal Code. Importing a non-standard vehicle without approval is an offence and may incur a penalty or a fine up to 120 penalty points, 1 penalty point equals \$110 (as at 2/2/00) for each offence.

#### Note:

*Have you included all necessary documentation in support of your application? Delays can be costly and inconvenient.*

*Remember - a vehicle must have an import approval to allow you to take delivery of it from the port of entry.*

*If you have chosen to ship your vehicle before receiving an import approval, should your vehicle arrive before the application is processed, an approval cannot be issued.*

### ADDRESS APPLICATIONS AND ENQUIRIES

**The Administrator of Vehicle Standards:**

**Vehicle Safety Standards**

**GPO Box 594**

**CANBERRA ACT 2601**

**Phone: 1800 815 272 if calling within Australia or 61 26274 7444 outside Australia.**

**Fax: (02) 6274 6013 Email: [Vimports@dotars.gov.au](mailto:Vimports@dotars.gov.au)**

**Internet site:**

**[www.dotars.gov.au/rvcs](http://www.dotars.gov.au/rvcs)**

Please provide an estimate of the time taken to complete this form\*  
Include:  
The time actually spent reading the instructions, working on question and obtaining the information.  
The time spent by all employees in collecting and proving the information.

**Hrs**

**Mins**

January 2004

\* The Office of Small Business (02) 6121 7548 requires Commonwealth Government forms to collect this information from businesses with less than 20 employees