



Privacy statement: The Department of Transport and Main Roads is collecting the information on this form for the purposes of maintaining the department's vehicle/vessel registration register as required under the *Transport Operations (Road Use Management) Act 1995*. The department or its agents/contractors may use your information in its communications with you and where relevant, may give some of the information to vehicle insurers, statutory entities, insolvency entities, lawyers, persons involved in vehicle incidents/accidents, vehicle manufacturers, third parties who are involved in or intend to commence legal proceedings, tolling entities, law enforcement agencies and interstate registering authorities. Your personal information will not be disclosed to any other third party without your consent, unless authorised or required to do so by law.

Office Use Only
 Registration number: _____
 Registration effective from: _____
 _____ / _____ / _____

- Please Note**
- A vehicle currently under a Number Plate Confiscation Notice issued by the Queensland Police Service, cannot be registered during the confiscation period.
 - You should consider bringing the vehicle with you as it may require an inspection. Please ensure vehicle identification numbers can be located and are legible to avoid your application being delayed.
 - A person who uses a conditionally registered vehicle must comply with all applicable conditions established for the vehicle and detailed on the Registration Certificate. Information about the codes can be found in the Guideline for Conditionally Registered Vehicles in Queensland Form Number 17 available online at www.qld.gov.au
 - Lodge your completed application at a departmental customer service centre, or if you live in a rural area, a Queensland Government Agency Program office, Magistrates Court or your local police station that provides vehicle registration services.

All questions in each applicable section must be answered.

Section 1: Details of applicant

Note: The vehicle register records the nominated registered operator of a vehicle. It is not a register of vehicle ownership or title.

First registered operator's details

Customer Reference Number (CRN) Family name Given names

Email address (individuals only) Mobile/Telephone number

OR

Company/Business name Company email address Mobile/Telephone number

Addresses

Home address _____ Postcode _____

Business address (if same as above write 'as above') _____ Postcode _____

Postal address _____ Postcode _____

Garage address (must be in Queensland) _____ Postcode _____

Second registered operator's details (if applicable)

CRN Family name Given names

OR

Company/Business/Proprietor/Trustee's name Mobile/Telephone number

Home or business address _____ Postcode _____

Email address _____

Authority to represent (if applicable)

Name of representative _____

Signature of representative _____ Date _____ / _____ / _____

CRN or identification of representative _____

Leasing details (if applicable)

Leasing company CRN _____

Leasing company name _____

Section 2: Vehicle details

Was the vehicle previously registered in Australia? No Yes Previous registration number State

Vehicle identification number Vehicle make/model/body shape description

Motorcycle engine capacity (if applicable) Are you attaching personalised/customised plates on this vehicle? No Yes Personalised/customised plate combination

Has your vehicle been modified in any way from its original design? No Yes A modification plate must be fitted to the vehicle. Please provide evidence of compliance plate fitted to the vehicle (for brand new vehicles), receipt from place of purchase with vehicle's details, import approval (for imported vehicles) or a statement of acquisition.

Do you have proof origin? No Yes

Section 3: Heavy vehicles only

Federal interstate registration

Only heavy vehicles (vehicles with a Gross Vehicle Mass/Aggregate Trailer Mass (GVM/ATM) over 4.5t) involved in the carriage of passengers or goods consigned to an interstate/territory destination are eligible. Full details of eligibility are contained in section 8 of the *Interstate Road Transport Act 1985*.

Is the vehicle eligible for federal interstate registration? No Yes

Will the vehicle be used to tow a trailer over 4.5t ATM?

No Yes In what type of configuration will the vehicle operate?

- Truck and one trailer (select one)
 - Combination is less than 7 axles and up to and including 42.5t total operating mass (TRTT). * Complete details below.
 - Combination is 7 or more axles or more than 42.5t total operating mass (TRTM). * Complete details below.
- | | |
|--|---------------------------------|
| * Number of axles in truck and trailer combination | * Overall length of combination |
| <input type="text"/> | <input type="text"/> |

- Road Train
 - Truck combination - What is the maximum number of trailers in the combination? (excluding dolly trailers)
 - Prime mover combination - What is the maximum number of trailers in the combination? (excluding dolly trailers)

- B-Triple Number of trailers
- B-Double
- Prime Mover and one trailer

Note: The department must be notified if the vehicle is used in a combination where registration fees or vehicle use are different to current fees/use.

Is the trailer to be used as a lead trailer or a middle trailer?

No Yes In what type of configuration will the vehicle operate?

Lead trailer used in a B-Double/B-Triple Combination (body shape: BDTT)

OR

Middle trailer used in a B-Triple Combination (body shape: BDTT)

Section 4: Conditional registration only

Excess dimension/mass

Is your vehicle excess dimension?

No Yes Vehicle is required to operate under the relevant guideline or authority

Is your vehicle excess mass?

No Yes Vehicle is required to operate under the relevant guideline or authority

For information about vehicle dimensions and mass go to www.qld.gov.au.

Registration category (tick one box)

Limited access Zone access Unrestricted access

Vehicle details

Seating capacity Steering position: Left Central Right Dual control Traction: Pneumatic Rollers Tracks (metal) Tracks (non-metal)

Tare GVM (if applicable)

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Section 5: Pay term options

Light vehicles: 6 months 12 months

Heavy vehicles: 3 months 6 months 12 months

Common Due Date: (five or more vehicles registered - provide common due date)

Section 6: Purpose of use

Private Taxi Limousine Farming School activities only (transporting children, teachers)
 Driver training or tuition Non profit Public passenger service Dealer Licensed tow truck
 TransLink urban service Commercial Rental (self driver) Special Purpose Limousine Emergency

Section 7: Concession details

Concession card number

Date of issue

Section 8: Duty

What is the dutiable value of the vehicle?

Are you exempt from paying vehicle registration duty?

No

Yes a. Was the vehicle previously registered in Queensland and is the application being made by the same registered operator or a relative of that person?

b. Was the vehicle registered in another state or territory and is the application being made by the same registered operator or a relative of that person who was gifted the vehicle or an interest in the vehicle?

If yes to (a) or (b) above, please tick one box below:

Same registered operator/s only

Same registered operator and a relative

Relative of previous registered operator

What is the relationship to the previous registered operator? Please tick one box below.

Partner by marriage

Partner in a de facto relationship (provided the couple are living together at the date of the transaction and have lived together for at least two years).

Partner in a registered relationship prescribed under the *Relationships Act 2011*.

Parent, grandparent or their spouse

Spouse's parent, grandparent or their spouse

Child, stepchild, grandchild or their spouse

Spouse's child, stepchild, grandchild or their spouse

c. Other exemption type (refer to the duty section on this form for other exemption types)
Please provide exemption number or description

Section 9: Compulsory Third Party insurance

Compulsory Third Party (CTP) insurer (please tick appropriate box)

I/We nominate a CTP insurer Nominated CTP insurer Insurance class

OR

I have presented a prepaid insurance certificate Number Issue date
CTP insurer

Input Tax Credit Entitlement (ITCE)

No Yes

Section 10: Queensland Safety Certificate and Certificate of Inspection

Are you exempt from providing a Safety Certificate or a Certificate of Inspection?

No Certificate Number Issue date / /

Yes Provide exemption reason (refer to list of exemptions overleaf)

Note: If you are not exempt, a current **original** Queensland Safety Certificate or Certificate of Inspection is required.

Section 11: Gas fuel system or other gas systems

Is the vehicle fitted with gas fuel systems or other gas systems?

No

Yes Complete one of the below:

Gas fuel systems Certificate/Compliance Plate Number Issue date / /

Other gas systems Certificate/Compliance Plate Number Issue date / /

Are you exempt from providing a Gas Certificate?

No

Yes Provide exemption reason (refer to list of exemptions overleaf)

Certification by registered operator/s

It is an offence to give false or misleading information under the *Transport Operations (Road Use Management) Act*. Maximum penalty may exceed \$7000.

I/We certify that the information and statements provided in this application are true and correct.

First registered operator's signature	Date	Second registered operator's signature	Date
<input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>	<input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>

Note: If the vehicle is being registered in two names, both registered operators need to sign this application, however, future transactions will require only one signature.

To be completed for Conditional Registration only

Inspection

I/We certify as the operator/s of the vehicle indicated on this form, have inspected the vehicle and confirmed that it complies with the vehicle standards contained in the Guideline for Conditionally Registered Vehicles in Queensland.

First registered operator's signature	Date	Second registered operator's signature	Date
<input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>	<input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>

OR

Inspector's name	Inspector's qualification	Licence number
I, <input type="text"/>	<input type="text"/>	<input type="text"/>

as a qualified Inspector, have inspected the vehicle and confirmed that it complies with the vehicle standards contained in the Guideline for Conditionally Registered Vehicles in Queensland.

Signature	Date
<input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>

Agency use only

Identification sighted? Yes Concession card sighted? Yes Physical card Digital wallet Concession code

Authorising person's name	Authorising person's signature	Date
<input type="text"/>	<input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>

Inspection Certificate

Departmental officer Departmental approved agent

I certify that I have inspected this vehicle and found the vehicle particulars recorded on the Inspection Certificate to be correct.

Full name	Position or Rank and number
<input type="text"/>	<input type="text"/>
Authorising person's signature	Date
<input type="text"/>	<input type="text"/> / <input type="text"/> / <input type="text"/>



Registration checklist

Use this checklist to ensure that you have the required documents and identification prior to attending the department to register your vehicle. If you are unsure whether checklist items apply to your or would like further information, please visit www.qld.gov.au or call 13 23 80.

Evidence of Identity must be provided at the time of making an application for registration:

- Queensland Driver Licence (or one that has expired less than two years ago)
- Adult Proof of Age Card
- Industry authority (for example, taxi licence)
- Marine licence
- If you do not have any of the above, you will need to complete a *New Customer Application* (form F3503) and provide evidence of the address where the vehicle will be garaged in Queensland (e.g. property rates notice, bank statement, Australian Taxation Office Assessment, gas, phone or electricity account).
- If you are not the property owner/rentee/leasee of the property where the vehicle will be garaged, complete a *Queensland Garage Address Statement* (form F4408) to confirm that the address exists - property rates notice, bank statement, Australian Taxation Office Assessment, gas, phone or electricity account. For non-Queensland residents - call 13 23 80.

Standard vehicle related documentation:

- Vehicle Registration Application* (form F3518)
- Proof of previous registration. **Note:** If the vehicle was previously registered in Australia you need to surrender the number plates (excluding Personalised Plates).
- Proof of origin. You are required to provide evidence of compliance plate fitted to the vehicle (for brand new vehicles), receipt from place of purchase with vehicle's details, import approval (for imported vehicles) or a statement of acquisition.

Imported vehicles

- If the vehicle is imported you are required to provide import approval papers.
- For left-hand drive vehicles and less than 30 years old - steering needs to be converted to right-hand drive and a modification plate fitted. Contact 13 23 80 for more information.
- CTP Certificate (Section 9).** **Note:** only original copy accepted if CTP has been pre-purchased. For a list of CTP insurers, please refer to the MAIC website.
- Safety Certificate or Certificate of Inspection (Section 10)**

Note: Federal interstate registration - a current Certificate of Inspection issued by the department is required and must not be dated more than 45 days prior to lodging this application:

- for vehicles < 16t GVM, the Certificate of Inspection is issued by an Approved Inspection Station (AIS)
- for vehicles > 16t GVM, the Certificate of Inspection is issued by the department.

Exemptions for Safety and Certificate of Inspection:

1. A new vehicle, never registered anywhere
2. Tractor-based mobile cranes (any size)
3. A demonstration vehicle, being registered to a dealer
4. Light trailers and caravans < 750kg ATM
5. Wheelchairs
6. A Queensland island where there is no AIS for safety inspection certificate
7. For a motorbike, caravan and trailer (750kg up to and including 3.5t ATM) with a garage address outside of a 50km radius of an AIS station that can perform inspections for that type of vehicle
8. For light vehicles in remote areas - call 13 23 80
9. For heavy vehicles that are garaged prior to and at the time of sale in one of the shires of Aurukun, Barcoo, Boulia, Bulloo, Burke, Carpentaria, Cook, Croydon, Diamantina, Doomadgee, Etheridge, Hope Vale, Injinoo, Kowanyama, Lockhart River, Mapoon, Mornington, Napranum, New Mapoon, Pormpuraaw, Quilpie, Torres, Umagico, Waroo and Wujal Wujal.

- Gas Certificate (Section 11)**

Exemptions for Queensland Gas Certificate:

1. A new vehicle, never registered anywhere and fitted with a Gas Compliance Plate
2. Registering an unregistered vehicle in the same name that it was previously registered
3. Remote areas - call 13 23 80 to check if you can claim this exemption reason
4. A demonstration vehicle, being registered to a dealer.

- Certificate of Modification. If the vehicle was modified from its original form, a modification plate may need to be fitted before this application can be processed.

Additional requirements for heavy vehicles:

- HVRAS Inspection (if applicable)
- Weighbridge Certificate (if applicable).

Additional requirements for light trailers:

- Self-Assessment for Single-Axle Trailers 750kg ATM or less* (form F3970). **Note:** Does not apply to imported trailers, these must be brought with you to be inspected.

Concession requirements:

Are you applying for concessional registration fees? (**Section 7**) Your concession card or digital wallet needs to be sighted

Concession types and documentation required:

Complete application form only if you are applying for a concession for the first time for the following concession types:
Concession types and documentation required:

Individuals:

Application form only needs to be completed if this is the first time you have applied for the concession type with the department:

- Pensioner, Seniors Card, Ex-Service Person and Special Interest Vehicle (form F3937)
- Specific Purpose Concession (form F3630).
- Registration Concession Application (form F4517)

Organisations:

- Charitable/Community Service (form F4508) .

Note: If the organisation has already been approved by the department to have this type of concession, and you are only adding an additional vehicle, you only need to complete the vehicle details on the form. No additional information is required.

- Local Government Concession.

Note: No document or forms are required and only vehicles used solely for the purpose of the local government are eligible.

Payment

A fee is payable with this application.

Vehicle registration duty

Vehicle registration duty is collected by the department as per the *Duties Act 2001* which is administered by the Commissioner of State Revenue. Vehicle registration duty is payable upon application to register a vehicle unless an exemption applies.

Dutiable value

For a vehicle not previously registered, the dutiable value is the total of the vehicle's list price and list prices of all items of optional equipment not included in the list price (including GST).

For a vehicle previously registered, or a vehicle with no list price, the dutiable value is the greater of either the market value or the total consideration payable for the vehicle (including GST).

For more information about how to determine the dutiable value, go to www.osr.qld.gov.au.

Vehicle registration duty rates (calculated for each \$100 and each part of \$100, of the vehicle's dutiable value):

- all electric/hybrid vehicles - \$2.00 per \$100
- up to 4 cylinders/2 rotors (including steam) - \$3.00 per \$100
- 5 or 6 cylinders or 3 rotors - \$3.50 per \$100
- 7 or more cylinders - \$4.00 per \$100.

Example of variable duty rate:

A 4 cylinder petrol car may have a market value of \$15,010.

To calculate the dutiable value it would have to be rounded up to the nearest \$100 being \$15,100.

Using the duty calculation rule of \$3.00 per \$100 on \$15,010

Duty payable would be \$453.

To calculate the duty payable on your vehicle, go to the duty calculator at www.osr.qld.gov.au.

Duty exemptions

The below examples are just some of the vehicle registration duty exemptions available. For other duty exemptions and eligibility requirements go to www.osr.qld.gov.au.

1. Vehicle was previously registered in Queensland or another state or territory and the application is made by the same registered operator or a relative of that person.
2. Vehicle is a trailer/caravan or motorised wheelchair.
3. Vehicle is being registered to a beneficiary of a deceased estate.
4. Vehicle is being registered to a prescribed service person (ex-service person) whose concession is applied to that vehicle.
5. Vehicle is being registered to a person who has lost the use of one or both legs and uses the vehicle for transport to and from their place of employment or education because they are unable to use public transport due to their disability.
6. The vehicle will be used by a vehicle dealer as trading stock.
7. Vehicle duty is paid through a dutiable transaction (for example, contract of sale of a business or farm). Verification from Office of State Revenue must be provided.
8. The vehicle is being registered to an owner who has repossessed the vehicle under a hire purchase agreement or on termination of a hiring agreement.
9. The vehicle is being registered to a Primary Producer. The vehicle must be more than 6 tonne GVM and is intended for use solely in connection with their business as a primary producer for five years.
10. Where the applicant is the sole owner/s of the business or another business owned solely by the same owner/s, as the previous registration.
11. The vehicle is being registered to a local government.
12. The vehicle is being registered to a government entity.
13. The vehicle is being registered to a consul or an officer of the consulate and is a national of the country represented.

Duty recovery

The Commissioner of State Revenue may take action against the registered operator/s when recovering outstanding duty on a vehicle registration application.

Duty enquiries

For more information about vehicle registration duty, go to www.osr.qld.gov.au.

If you are unable to meet any of the above requirements to register your vehicle or would like further information, please visit our website www.qld.gov.au or call 13 23 80.