



Registration Form for a Licensee in the Road Vehicle Certification System (RVCS)

Licensee Details

Legal Entity Name (Required)							
Trading Name							
Australian Company Number or Registered Business Number (if applicable)							
Physical Address	Address						
	City/Suburb						
	State		Postcode				
	Country						
Postal Address	Address / PO Box						
	City/Suburb						
	State		Postcode				
	Country						
		Country	Area		Country	Area	Overseas Fax ? <input type="checkbox"/>
Switchboard No.	() ()		Fax	() ()			
Email Address							
Signature of Licensee							

Delegate Details

Title		Surname		First Name			
Position in company							
		Country	Area		Country	Area	Overseas Fax ? <input type="checkbox"/>
Phone	() ()		Fax	() ()			
Mobile				Email			
Signature of Delegate							

Signatory/Agent Details

Signatory Type?		Agent	<input type="radio"/>	Other	<input type="radio"/>			
Signatory/Agent ID								(If ID supplied, other details are not required)
Title		Surname		First Name				
Position in company								
Postal Address	Address / PO Box							
	City/Suburb							
	State		Postcode					
	Country							
		Country	Area		Country	Area	Overseas Fax ? <input type="checkbox"/>	
Phone	() ()		Fax	() ()				
Mobile				Email				

Additional Information

If this licensee already holds Compliance Plate Approvals issued under MVCS, please state either:

Manufacturer's ID

OR

one CPA Number

Please indicate how Informed Filler and the electronic form templates should be provided to the Licensee:

Will download from the RVCS Web Site

Send on a CD

Number of Filler licenses required

(A separate license will be required for each copy installed)

Instructions

This document is required to be lodged in a paper format to:

The Administrator
Vehicle Safety Standards
P.O. Box 594
Canberra
Australia 2601

The Department of Infrastructure and Regional Development will supply:

1. A Road Vehicle Certification System (RVCS) Licensee Identification Number and User Identification Number via email, and
2. Initial password and user guide to the web site with instructions via registered mail.

Notes

1. If an Agent ID is provided for the Signatory then no other details are required.
2. If an Agent is to be appointed as a Signatory and that Agent is not yet registered, leave the details section empty and attach a completed RVCS Agent Registration Form to this document.
3. If more than one Signatory is to be appointed, complete an RVCS Licensee Details Modification Form for each additional Signatory.

Definitions of Terms Used

Licensee	The legal entity ultimately responsible for ensuring that only valid identification plates are fixed and are only fixed to vehicles meeting the requirement of the <i>Motor Vehicle Standard Act 1989</i> , or specified in the Identification Plate Approval.
Signatory	A person or agent authorised by the delegate to act on behalf of the licensee for the purpose of obtaining an Identification Plate Approval.
Delegate	A person authorised by the licensee to ensure adherence to the terms and conditions of the Identification Plate Approval.

Privacy

The Department of Infrastructure and Regional Development (the Department) is collecting this information for the purposes of assessing your application under the *Motor Vehicle Standards Act 1989* (the Act) and *Motor Vehicle Standards Regulations 1989*. The Department will use this information to assist in deciding your application and informing compliance activities. Information may be disclosed to the Australian Customs and Border Protection Service; Australian Competition and Consumer Commission; state and territory consumer protection agencies; federal, state and territory law enforcement agencies; and state and territory vehicle registration authorities. The Department is not likely to disclose personal information to overseas recipients. The name and address of the applicant will be published as part of an approval, in accordance with subsection 10B(3) of the Act. Failure to provide the requested information may result in the Department being unable to assess the application, or the application being refused. The Department's on-line privacy policy contains information regarding complaint handling processes and how to access and/or seek correction of personal information held by the Department. The Privacy Officer can be contacted at clientservice@infrastructure.gov.au or on (02) 6274 7844.