

SUMMARY:

This is the application form to request approval in principle for modifications to a vehicle such as

- Fitting of a non-standard engine, transmission, suspension, steering or brakes.
- Structural modifications such as conversion from a station wagon to ute
- Hot rod construction
- Construction of a homebuilt or kit car.

The information you provide should enable the Department to consider your proposal to enable the vehicle to be approved for registration.

APPROVAL PROCEDURE:

Gaining approval involves the following stages:

1. Complete and forward your application to the Department. Please supply a *vehicle specification sheet* for the vehicle being modified and provide as much information as you can. Add extra pages of relevant information including diagrams or photos if necessary.
2. The application will be assessed and may be approved subject to conditions. You will be advised of any conditions in writing.
3. You should NOT commence work until you have received written approval in principal.
4. You may need to engage and consult with an Approved Engineering Signatory. The engineer will check the vehicle at various stages during the work to offer advice and to ensure compliance with applicable Australian Design Rules (ADRs), Vehicle Standards, the relevant National Code of Practice, and any conditions that have been imposed.
5. When the work is complete the Engineering Signatory will thoroughly inspect the vehicle and prepare a detailed report certifying that all the requirements have been complied with. The report should then be forwarded to the Department for consideration.
6. The engineers report will be reviewed and if accepted by the Department a Modification Plate will be issued to the Engineering Signatory to fit onto the vehicle.
7. Once the plate has been fitted, the vehicle should be taken to an Approved Inspection Station for inspection, and to obtain the

necessary papers for the vehicle details to be recorded at a *Service Tas* shop.

8. Please note that a vehicle must comply with the Vehicle Standards, and ADRs that were applicable at the time the vehicle was manufactured. This is a legislative requirement and is strictly enforced.
9. A registered vehicle must also *continue* to comply with the relevant ADRs.

NATIONAL CODE OF PRACTICE

There are two codes of practice,

- The Light Vehicle Code of Practice (VSB14) and
- Heavy Vehicle Code of Practice (VSB 6).

The National Code of Practice provides a nationally accepted set of technical specifications and testing requirements for the construction and modification of motor vehicles and are available on line at:

http://www.infrastructure.gov.au/roads/vehicle_regulation/bulletin/index.aspx

A modified or home built vehicle is required to have a modification plate fitted. The plate identifies what modifications have been authorised. Tasmanian modification plates are recognised in other states.

An invoice for the modification plate will be sent to the vehicle owner, the fee is currently \$16.50.

NOTE:

Where MAKE/MODEL of a component is required, indicate the details of the vehicle from which it originated; if the original components are being retained, write "standard".

If Yes to either of above, describe the proposed modifications add extra diagram pages if required:

5. BRAKES (Write "standard" if unchanged from manufacturers original specifications)

Master cylinder:

Make/model _____ / _____ single/dual circuit. Bore size _____

Front brakes

Make/model _____ / _____ Type: disc/drum _____

Calliper model/size or wheel cylinder diameter _____

Rear brakes

Make/model _____ / _____ Type: disc/drum _____

Calliper model/size or wheel cylinder diameter _____

Handbrake

Make/model _____ / _____ acting on front/rear wheels/tailshaft/transmission

Operating mechanism: mechanical/other _____

6. SUSPENSION (Write "standard" if unchanged from manufacturers original specifications)

Proposed front modifications

Springs – make/model _____ / _____

Shock absorbers - make/model _____ / _____

Ride height: standard _____ mm/in. proposed _____ mm/in.

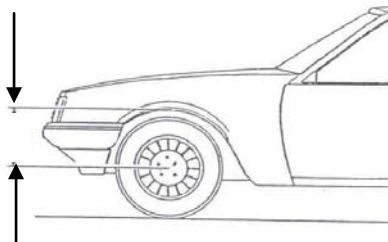
Proposed rear modifications

Springs – make/model _____ / _____

Shock absorbers – make/model _____ / _____

Ride height: standard _____ mm/in. proposed _____ mm/in.

Note: Ride height is measured from the centre of the axle to the underside lip of the guard with the vehicle in its normal operating and unladen state.



7. STEERING (Write "standard" if unchanged from original specifications)

Proposed modifications

Driveshaft/tailshaft(s): (Write "standard" if unchanged from original specifications)

Make/model _____ / _____

Describe proposed modifications

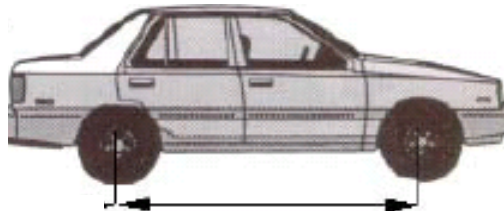
Axles	Original	Proposed
Number of axles		
Front axle		
Rear axle		

Describe proposed axle/final drive modifications

10. CHASSIS MODIFICATIONS (Write "standard" if unchanged from manufacturer's specification)

Wheel base

Original	Proposed



Wheelbase is measured between the axles as pictured

Describe proposed modifications to chassis; attach diagrams and sketches to support application.

11. BODY DETAILS (Write "standard" if unchanged from manufacturer's specification)

Describe proposed modifications; attach diagrams and sketches to support application.

12. SEATING & SEAT BELTS (Write "standard" if unchanged from manufacturer's specification)

Describe proposed modifications; attach diagrams and sketches to support application

Seat Belts	Original	Proposed
Make/model		
Type (lap, lap/sash, inertia reel)		
Australian Standards number		

13. CHANGE TO GVM/GCM (Write "standard" if unchanged from manufacturer's specification):

State the existing Gross Vehicle Mass (GVM) or Gross Combination Mass (GCM) and note any changes requested. Provide details of proposed modifications that warrant any changes. (see the National Code of Practice VSB6 section S)

Existing GVM/GCM _____/_____ Proposed GVM/GCM _____/_____

14 CHECKLIST

Have you?

- Supplied a vehicle specification data sheet with your application?
- Sketches, diagrams if required,
- Pictures if available,
- Other evidence to support your application?

15. DECLARATION

I certify that the information in this application is correct to the best of my knowledge. I understand that receipt by the Department of this application is not a guarantee that any proposed modification will be authorised and it does not bind the Department to accept for registration a vehicle modified in the manner described in this application.

SIGNED _____ Owner/agent _____ PrintName

DATE _____/_____/_____

When completed send this application and supporting information to

The Manager,
 Vehicle Standards
 Department of Infrastructure, Energy and Resources
 GPO Box 936 HOBART TAS 7001 or

FAX to: 6233 5210

16.FURTHER INFORMATION

Phone: 6233 5214

Internet: www.transport.tas.gov.au/standards

National Code of Practice: http://www.infrastructure.gov.au/roads/vehicle_regulation/bulletin/index.aspx

Australian Design Rules: http://www.infrastructure.gov.au/roads/motor/design/adr_online.aspx

Vehicle and Traffic (Vehicle Standards) Regulations 2001. Search at. <http://www.thelaw.tas.gov.au> or, [http://www.thelaw.tas.gov.au/tocview/index.w3p;cond=ALL;doc_id=%2B117%2B2001%2BAT%40EN%2B20070504140000;histon=:prompt=:rec=:term=vehicle%20and%20traffic%20\(vehicle%20standards\)%20regulations%202001](http://www.thelaw.tas.gov.au/tocview/index.w3p;cond=ALL;doc_id=%2B117%2B2001%2BAT%40EN%2B20070504140000;histon=:prompt=:rec=:term=vehicle%20and%20traffic%20(vehicle%20standards)%20regulations%202001)

Please note that approval in principle does not imply that the modifications will be accepted, nor does it signify that the modifications are safe or appropriate. Authorisation of the modifications depends entirely upon the report prepared by the Approved Engineering Signatory, with certification that the vehicle meets the Code of Practice, ADRs and Vehicle Standards.

Personal Information Protection Statement

Personal information we collect from you for Registration and Licensing processes will be used by the Registrar of Motor Vehicles for that purpose and may be used for other purposes permitted by the *Vehicle and Traffic Act 1999* and associated legislation. Your personal information may be disclosed to contractors and agents of the Registrar of Motor Vehicles, law enforcement agencies, the Motor Accident Insurance Board, vehicle manufacturers (safety recalls only), courts and other public sector bodies or organizations authorized to collect it. This information will be managed in accordance with the *Personal Information Protection Act 2004* and may be accessed by you on request to this Department. You may be charged a fee for this service. Failure to provide this information may result in your application not being processed or records not being properly maintained.