

**Preparing my repairable written off vehicle for its structural inspection**

**What should I do?**

Firstly refer to the following brochures, these are available from *Service* Tasmania outlets and most auction houses:

* Written- off vehicles
* Repair diaries for written-off vehicle inspection

**MC900072629[1] Checklist -what do I need to do?**

□ Receipt of purchase of vehicle

* Photos of vehicle in its damaged state from the Auction house
* Consider your repair options; discuss the repairs with a qualified person?
* Discuss inspection options with an Approved Motor Body Repair Inspection Station (AMBRIS), remember they will be inspecting your vehicle!
* If the vehicle was classified as a repairable write off after **1 July 2012** it is highly recommended that you provide a repair diary of the repairs to the vehicle
* Take photos of the vehicle during the course of repairs
* Keep any receipts for purchase of parts/labour etc
* Do you need to have the vehicle inspected by an AMBRIS during the course of the repairs?
* Discuss this option with the AMBRIS
* Prepare your repair diary which should include :-
* Receipt of purchase
* Photos of vehicle in its damaged state
* Receipts of purchase of parts
* Photos and descriptions of repairs to vehicle
* Invoice from the person who repaired the vehicle

□ A printed wheel alignment report if a structural repair has been completed.

* Does the vehicle require a certificate for deployed air bags etc (AMBRIS 5 this is only available from an authorized dealer of the manufacturer)
* Was the vehicle water immersed? You will require a certificate (AMBRIS 6 this is only available from an authorized dealer of the manufacturer)
* Complete your repair diary as per the sample repair diary
* Include this checklist with your repair diary

**Where can I get a sample repair diary from?**

Discuss this with your AMBRIS who can provide advice and samples of diaries, or alternatively visit our website at <http://www.transport.tas.gov.au/vehicle_inspections> for more information.

**Questions**

Contact an AMBRIS, to locate one in your area phone1300 135 513

Department of State Growth

Registration and Licensing Services

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AMBRIS Fact sheet 1

What you have to do if you have purchased a vehicle classified as a Repairable Write Off