



## Evidence of Identity

You must produce personal identification before payment will be accepted.

If you have a current Queensland 18+ Card issued after 1 January 1992, Adult Proof of Age (APA) or Photo Identification (Photo ID) Card or a current Queensland driver licence, this will be sufficient. If you cannot provide one of the above documents, you must provide other documents to establish your identity, at least one of which shows your signature.

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

### 1. Vehicle/ship details

Registration number	Expiry date	Make/model (e.g. Holden Commodore, Stacer Kingray)
<input type="text"/>	<input type="text" value="/ /"/>	<input type="text"/>
Body shape (e.g. sedan, half cabin)	HIN/SIN/VIN/Chassis or Engine number	
<input type="text"/>	<input type="text"/>	

### 2. Are you the registered operator of this vehicle/ship?

**Note:** This form only needs to be completed if you are submitting at a Magistrate's Court, Police Station or a Queensland Government Agency that provides registration services.

No  Yes  Go to question 6.

### 3. Have you acquired this vehicle/ship?

No  Yes  An application to transfer the vehicle or ship registration must be lodged before payment can be accepted.

### 4. Do you declare that the registered operator/organisation has given you permission to renew the registration on their behalf?

No  Registration cannot be renewed. Yes  Provide full details at question 5. It is an offence to falsely declare that the registered operator/organisation has given you permission to renew the registration on their behalf. Maximum penalty may exceed \$7000.

### 5. Details of the registered operator/organisation you are renewing the registration on behalf of:

The registered operator is: (tick one box)

Individual   
Organisation  Please provide the following details.

Family name/organisation name	Given name/s
<input type="text"/>	<input type="text"/>
Address	
<input type="text"/>	
	Postcode
<input type="text"/>	<input type="text"/>
Mobile/telephone number	Email address
<input type="text"/>	<input type="text"/>
Customer Reference Number (CRN). (The CRN is a Queensland driver licence number, APA or Photo ID Card number or a reference number issued by the Department of Transport and Main Roads).	
<input type="text"/>	

### 6. Your details

Family name	Given name/s
<input type="text"/>	<input type="text"/>
Address	
<input type="text"/>	
	Postcode
<input type="text"/>	<input type="text"/>
Mobile/telephone number	Email address
<input type="text"/>	<input type="text"/>
CRN (The CRN is a Queensland driver licence number, APA or Photo ID Card number or a reference number issued by the department).	
<input type="text"/>	

### 7. Term of registration

6 months  12 months

**8. Do you wish to change your Compulsory Third Party (CTP) insurer?**

**Note:** This can only be done if paid prior to registration expiry and the nomination is made by the registered operator.

No  Yes  For a list of licenced insurers visit [www.maic.qld.gov.au](http://www.maic.qld.gov.au).

No  Yes  If yes, name of CTP insurer

**Do you wish to change your CTP insurance class?**

The CTP Insurance class is determined according to the type and use of the vehicle. For details visit [www.maic.qld.gov.au](http://www.maic.qld.gov.au).

No  Yes  If yes, record new CTP class

**9. Is the registered operator entitled to claim the GST component of the CTP insurance premium for this vehicle as an Input Tax Credit (ITC)?**

**Note:** Only GST registered businesses may be able to claim an ITC - if unsure please consult your tax advisor.

No  Yes

**10. Statement**

I declare that the information provided is true and correct. I consent to the department verifying my evidence of identity documents or information with the issuing authority or their agencies.

Signature of applicant

Date

**Privacy Statement:** The department collects information on this form to administer the register of vehicles under the Transport Operations (Road Use Management) Act and ships under the Transport Operations (Marine Safety) Act. This information may be used and released by the department under the provisions stated in these Acts and Regulations. Your personal information will not be disclosed to other third parties without your consent unless authorised or required by law.

**Clerk of the Court/Police Remitting Centre/Queensland Government Agency Officer to complete**

Contact your local departmental Customer Service Centre Office to confirm the following.

1. Does the registration have a No Online Access Code (NOAC) applied?

No  Yes  Registration cannot be renewed by a third party.

2. What is the expiry date for renewal? (If the registration has expired for three months or more, the vehicle will have to be re-registered).

Expiry date

3. Is the payment being made after the expiry date?

No  Yes  A Registration Renewal Reinstatement fee (RRR fee) will apply.

4. Has the vehicle/ship been acquired by the person making payment?

No  Yes  A Transfer of Registration Application must accompany this payment.

5. Is the applicant/s entitled to concessional registration?

No  Yes  Is a concession application required? Yes  No

6. Is an inspection certificate required?

No  Yes  Is a Certificate of Inspection attached? Yes  No  Contact Customer Service Centre.

7. Is the CTP Insurer or CTP class to be changed? The CTP insurer can only be changed on or before the expiry date.

No  Yes  Provide details of the nominated CTP insurer

New CTP insurance class (If premium is paid to the CTP insurance agent, attach original certificate of insurance.)

8. Will an Input Tax Credit (ITC) be claimed on a Business Activity Statement for the GST component of the Compulsory Third Party (CTP) insurance premium?

No  Yes  (**Note:** Only GST registered businesses may be able to claim an ITC - if unsure please consult your tax advisor).

The total CTP insurance premium now due is:

9. What is the total amount due?

**Signature of Clerk of the Court/Police Remitting Centre Officer/Queensland Government Agency Officer**

I hereby certify that the information contained on this application is correct and that I have verified the identification presented by the applicant/s.

Signed

Date