



Notification of change of Motor Vehicle for Limousine Licence - outside normal business hours

This form must only be used if the vehicle recorded on the Limousine Licence cannot be used due to a mechanical failure or an accident that has occurred outside the normal business hours of the Department of Transport and Main Roads. This notification must be submitted via email (personalised.transport@tmr.qld.gov.au) or fax (07 3338 4161). A copy of this form and proof of submission (e.g. email receipt) is required to be kept in the vehicle. If you want to change the vehicle stated on the licence you must lodge a *Taxi/Limousine/Booked Hire Licence Amendment Application* (F2976) the next business day at a TransLink Regional Office.

1. Licence holder or approved lessee's details

Limousine Licence Number

Applicant's name

Licence holder ☐

Lessee ☐

Business/Residential address

Postcode

Phone number

Email address

2. Is the licensed limousine unavailable due to a mechanical fault or accident?

Yes ☐

No ☐

3. Substitute motor vehicle details

Note: The vehicle must comply with all vehicle requirements for a limousine licence as outlined in the *Transport Operations (Passenger Transport) Regulation 2018*.

Current vehicle registration number

Substitute vehicle details

Vehicle registration number

Make, model and body shape (e.g. Holden Caprice sedan)

Month and year of manufacture Wheelbase

4. Does this substitute vehicle have a current Certificate of Inspection (COI)?

Yes ☐

No ☐

5. Does this substitute vehicle have the appropriate Compulsory Third Party (CTP) insurance? (Class 4, 10A, 11 or 26)

Yes ☐ Provide certificate number

No ☐

Note: If you want to change the vehicle stated on the licence:

- You will be required to complete and lodge a *Taxi/Limousine/Booked Hire Licence Amendment Application* (F2976).
- You will be required to complete a *Taxi/Limousine Number Plate Application* (F4621) to attach limousine plates to the replacement vehicle.

6. Applicant declaration

I state that the information provided in this application is complete, true and correct. I understand that providing a false statement will attract a penalty.

Applicant's signature

Date

Privacy statement: The department is collecting information on this form under the authority of the *Transport Operations (Passenger Transport) Act 1994* (TOPTA) and the *Transport Operations (Road Use Management) Act 1995* (TORUM) for the purpose of notifying of a substitute vehicle and to maintain the register of licences. This information is used for the generation of renewal notices, correspondence and the monitoring of licensing accreditation. Information, such as licence type, licence area, issue date and most recent sale/transfer price and date, may be published on the department's website. Some of this information may also be disclosed to relevant government agencies including the Queensland Police Service and interstate licensing 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.

Personalised Transport Policy Office Use Only

Emailed to Personalised Transport Policy:

Time

 am/pm

Date

 / /

Expiry date

 / /

TransLink Regional Operations (TRO) Office Use Only

Replacement vehicle meets requirements to operate under limousine licence?

Yes ☐

No ☐

Vehicle replaced within above timeframe?

Yes ☐

No ☐

If vehicle not replaced, date on which primary vehicle recommenced

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If No to either of the above questions, TRO to notify applicant that vehicle detailed at question 3 is no longer ☐ authorised to operate under the limousine licence.