

## CUSTOMER INFORMATION

***If you have disposed of this vehicle you are not entitled to cancel the registration, please complete a Notice of Disposal.***

Office Use  
Attachments

- NSW number plates always remain the property of Transport for NSW.
- Transport for NSW does not replace lost, stolen or destroyed plates with the same content except in limited circumstances
- If you are not already recorded on the computer system of Transport for NSW, you must attend a service centre in person and provide proof of identity.
- If you are sending a representative to a service centre to conduct business on your behalf, sign the declaration and fill in the Representative Authority section of this form (see sections 8 and 9).
- Use Trader's Plate Application form 1100 to order or replace trader's plates.
- If your vehicle has liquefied petroleum gas (LPG) or compressed natural gas (CNG) installed or is electric, hybrid or hydrogen powered, you are legally required to display appropriate warning labels on the vehicle's number plates. These labels must not obscure any information on the number plate. Heavy fines may apply if these labels are not attached.
- Direct Delivery terms and conditions are available online at [myplates.com.au](http://myplates.com.au)
- For number plate sales and enquiries contact MyPlates on 02 9433 1600 or go to [myplates.com.au](http://myplates.com.au)

### 1. Customer details

Customer/licence number

Customer or Organisation name

Residential/Business address

  
  


Postcode

Mailing address (If different from residential address.  
All mail will be posted to this address)

  
  


Postcode

#### I would like to:

- Cancel registration  **▶ now go to 2**
- Report lost/stolen/destroyed number plates  **▶ now go to 3**
- Order number plates  **▶ now go to 4**
- Collect or Replace number plates  **▶ now go to 6**
- Return direct delivery or reserve number plates  **▶ now go to 7**

### 2 Cancel the registration

NSW Number Plate

Provide the incident date if the vehicle was stolen or written-off.

**Note: You will need to provide evidence of this date.**

 /  /   
day month year

You must return/account for all number plates associated to the vehicle.

I have all number plates  **▶ now go to 8**

One or more of the number plates have been lost, stolen or destroyed  **▶ now go to 3**

My insurer has the number plates  **▶ now go to 8**

I would like the number plates reserved  **▶ now go to 7**

**3 Lost, stolen, or destroyed number plates**

NSW Number Plate

Type of plate

Vehicle  Cycle/Trailer  Auxiliary

How many plates are:

Lost  Stolen  Destroyed

When number plates have been stolen you are required to report the details to the NSW Police and obtain a Police event number. This can be done by phoning the Police Assistance Line on 131 444.

Police event number

I would like to:

Request replacement number plates  **now go to 6**

Report number plates as lost/stolen only (direct delivery)  **now go to 8**

**4 Order number plates**

Please note you can only order or remake plates that have not been lost, stolen or destroyed.

I want to remake the plates

I want to order personalised plates

I want to order an auxiliary plate

Enter content below and include spacing when needed.

Confirm the plate style. Write the exact name of the plate as shown in the myPlates brochure, for example Classic Red, Lipstick Pink, Classic Euro Black.

Are you ordering these Special Number Plates as a gift?

Yes  No  **now go to 5**

**Gift Plates**

Recipient Name

Recipient Residential/Business address

Postcode

NSW Driver licence, customer number or plate number who is to be issued with these plates

I would like to be advised that the plates are available for collection

I would like the recipient of the gift to be advised that the plates are available for collection

Nominated service centre for collection

**now go to 8**

**5 Delivery options**

I have ordered number plates and would like them delivered to:

My nominated service centre for collection

**OR now go to 8**

Have plates delivered

Delivery address (not available for gift plates, auxiliary plates or organisations)

Postcode

Mobile Contact number (a mobile number must be supplied for delivery options)

Email address

**now go to 8**

**6 Collect or Replace existing number plates**

When collecting the new plates you must surrender all plates allocated to the vehicle. Complete section 3 if plates are lost, stolen or destroyed.

Current NSW Number Plate

I want to replace the number plates with:

**Standard number plates**  
(Service NSW allocates style/content)

National Heavy Vehicle

Black and yellow (standard)

Black and White

Plate Style eg. colour, Euro, Theme

Style required

**now go to 8**

**OR**

**Pre-ordered plates**

If known what is the NSW plate number being collected

**now go to 8**

**OR**

**Reserve number plates**

If known what is the NSW plate number being collected

**now go to 8**

**7 Return direct delivery or reserve number plates**

When you reserve number plates, all plates allocated to your vehicle must be reserved, including auxiliary (bike rack) plates.

NSW Number Plate

I am returning plates

**now go to 8**

**OR**

I would like Transport for NSW to reserve the plates (Plates can be reserved for up to 5 years)

How many years would you like to reserve plates?

At which service centre would you like the plates reserved?

**now go to 8**

**8 Declaration**

**Please read carefully before you sign.  
If you do not tell the truth you can be prosecuted.**

I declare that:

- I understand that Transport for NSW may refuse an application for number plates or recall the plates after they are issued, if they are considered to be offensive or unsuitable.
- If ordering Special Number Plates, I have read and I accept the Terms and Conditions for issue of Special Number Plates available on the myPlates website **myplates.com.au**
- If you are applying for Special Number Plates for someone else (the recipient), you also warrant that the recipient has authorised Transport for NSW's collection of the recipient's personal information from you, or you have no reason to believe the individual would object to their information being supplied and that the information about the recipient is accurate, up-to-date and complete.

All the information I have provided in this form is correct.

Signature

Print name and capacity ( if representing an organisation)

Date

**9 Representative Authority**

*This authority must be completed if you send someone else to conduct business on your behalf.*

**I declare that the person named below is my authorised representative.**

Signature

Print name and capacity ( if representing an organisation)

**Representative's details**

NSW Driver licence/  
Customer number

Date of birth

Name

Residential / Business address

Postcode

Sex

Male

Female

Representative's Signature

Date

**Personal Information Collection Notice**

Transport for NSW is committed to protecting your privacy and ensuring your personal and health information is managed according to law. Find out why we collect your personal information, including how we use and manage it, by reading our privacy statement at [www.transport.nsw.gov.au/privacy-statement](http://www.transport.nsw.gov.au/privacy-statement) or phone 13 22 13 to request a copy.

In addition, where your application concerns Special Number Plates then we will also use your Personal Information in connection with the operation of our Special Number Plates business and we may disclose your Personal Information to any Concessionaire appointed by us to manage our Special Number Plate business to allow the Concessionaire to manage the Special Number Plate business. If the Special Number Plates attract an Annual Fee, we or our Concessionaire, may send you Special Number Plate customer service information and marketing information unless you elect to opt-out. To opt-out please notify the Special Number Plates Concessionaire using the "contact us" information available at [myplates.com.au](http://myplates.com.au)

**Office Use Only**

**Proof of identity**

Stand alone or primary proof

Document number

Secondary proof (if necessary)

Document number

Number of plates returned

Number of auxiliary (Bike Rack) plates returned

Old plates still on vehicle

**NSW Number Plate issued (if applicable)**

**Customer service representative signature**

Staff number

Date