Transport for NSW

Vehicle Standards Information

VSI.65 | 1 September 2018 **65**

Vehicles used for film and television

Purpose

This Vehicle Standards Information sheet No. 65 (VSI.65) is intended to provide advice on the construction requirements for vehicles modified for use by the film industry.

This VSI only applies to a light vehicle with a vehicle category of MA, MB, MC (ie passenger vehicles) or NA (ie goods carrying vehicle) as determined in accordance with the Australian Design Rules (ADRs).

NOTE: *the term light vehicle means a motor vehicle with a gross vehicle mass (GVM) of 4.5 Tonnes or less.*

For information and advice on modification requirements for a heavy vehicle (ie a vehicle with a GVM or ATM exceeding 4.5t), please contact the ***National Heavy Vehicle Regulator (NHVR)*** by email on info@nhvr.gov.au

Background

1.1 Scope

This VSI provides advice on the registration and use of vehicles in the film and television industry. It does not provide specific advice on the relevant vehicle standards that are applicable to each vehicle according to its year of manufacture. Further advice on standards applicable to vehicles can be found on the Transport for NSW (TfNSW) website at:

www.nsw.gov.au/topics/vehicle-registration/how-to/vehicle-standards

A Glossary of terms used in this document is provided in **Appendix A** to this document

1.2 Introduction

The Australian film industry is a unique and important industry to NSW. The nature of theindustry and the need to utilise vehicles that must fit to the period of the filming or do not strictly comply with mandatory vehicle standards poses a problem for registration requirements in NSW.

Irrespective of how, when and if a particular vehicle complies with the relevant standards, avehicle can still be used under certain conditions.

This is usually facilitated by an exemption, conditional registration or an Unregistered VehiclePermit depending on the circumstances of use. This VSI provides guidance to the film industry on how to ensure that vehicles used in the industry are properly assessed as to the risk they pose to road users and that they are provided with the appropriate permissions to allow their use in film and television.

In addition to the requirements of the standards of vehicles, the film and television requires the use of specialist camera, lighting and recording equipment that need to be fitted to vehicles in circumstances where they would ordinarily be a risk to other road users. This VSI provides information on how this ***Film Equipment*** can be fitted to vehicles in an approved manner, suitable for road use.

Vehicle standards requirements for light vehicles used in road transport are made under Schedule 2 to the *Road Transport (Vehicle Registration) Regulation 2017* (the ***Regulation***).

The *Road Transport (General) Regulation 2013* also sets requirements for the safe operation of vehicles that have projecting equipment or loads or which are constructed or loaded in a way that may interfere with a driver's field or view or ability to safely operate the vehicle.

These requirements manage the way that Film Equipment can be fitted to vehicles and used safely on NSW roads.

The mandatory dimension limits & loading requirements are summarised in Appendix B. These dimension limits are made under the *Road Transport (Vehicle Registration) Regulation 2017* while the load requirements are made under the *Road Transport (General) Regulation 2013*.

A flowchart is provided at Appendix C which show the recommended process that vehicle operators should follow when determining if and how a vehicle used for film events can be registered and what permits or exemptions may be required.

1.3 Disclaimer

This publication is intended to provide guidance to persons who operate vehicles and equipment within the film and television industry. It does not provide advice on vehicle standards and the legal obligations on vehicle owners as these requirements are available in the ***Regulation***, other TfNSW publications and on the TfNSW website.

Every attempt has been made to ensure the advice is accurate and current. In addition, it must be emphasised that compliance with vehicle standards may not be sufficient to ensure a modified vehicle is safe to use on the road network, and the modified vehicle must be assessed to ensure it does not pose an unacceptable risk to its occupants and other road users.

2 Vehicle Standards & Operational Requirements

Each vehicle, including a trailer, caravan and motorcycle, which is driven or towed on a NSW road, must be registered (although there are some limited circumstances in which a vehicle may be driven unregistered – see Section 2.4 Unregistered Vehicle Permits for more details.

NOTE: *a vehicle that is operated entirely on a private road or on private property does not require any form of registration, exemption or permit.*

A vehicle must comply with the applicable vehicle standards set for it under Schedule 2 to the ***Regulation*** in order to be used on a road or road related area unless TfNSW has provided an exemption to the vehicle from these requirements.

Before it may do this, TfNSW must assess the vehicle and determine the nature and extent of any non-compliance with the applicable vehicle standards and any resulting safety risk. That exemption may then be issued with conditions appropriate to the vehicle's level of non- compliance and the potential safety risks that non-compliance creates.

2.1 Vehicles that comply with relevant standards

Vehicles that ordinarily are garaged permanently in NSW (ie that are owned and operated by someone who lives in the State) and which comply with vehicle standards must be registered.

TfNSW accepts that if your vehicle is fitted with an Identification Plate (also known as a compliance plate) and has not been modified, the vehicle is standard in that it complies with the applicable vehicle standards, it's safe for use and can therefore be registered.

Vehicles that comply with standards do not require an exemption and are permitted unrestricted access to roads. Further information on registering compliant vehicles can be found on the TfNSW website at: *http://www.rms.nsw.gov.au/roads/registration/get-nsw-registration/index.html*.

If the vehicle has an Identification Plate affixed but has been modified, TfNSW requires evidence, in the form of a Compliance Certificate, that the modified vehicle has been assessed and found to comply with the applicable standards and that it is safe for use in road transport. You will need to consult a *Vehicle Safety and Compliance Certification Scheme* (**VSCCS**) Licensed Certifier in order to obtain a Compliance Certificate. Further information about modified vehicles can be found at:

http://www.rms.nsw.gov.au/roads/registration/get-nsw-registration/modified-nonstandard.html

A link to an interactive map which can be used to Locate your nearest VSCCS Licensed Certifier is also provided on that webpage.

NOTE: *a vehicle issued with a Compliance Certificate for a specific modification that has undergone further modification(s) may be operating illegally – you must obtain an additional Compliance Certificate to certify that those additional modifications comply with the affected standards and are safe.*

VSCCS Bulletin 1 provides a current list of Licensed Certifiers and can be downloaded at:

http://www.rms.nsw.gov.au/business-industry/examiners/vsccs/index.html

2.2 Vehicles that do not comply with the relevantstandards

If your vehicle does not comply with the relevant applicable standards then it can only be used on a road or road related area under certain conditions. That is, either as a conditionally registered vehicle or the vehicle is operated under an Unregistered Vehicle Permit (UVP).

If you are unsure whether your vehicle complies with the relevant standards you should consult a VSCCS Licensed Certifier who can inspect your vehicle.

TfNSW advice on these matters can be obtained by contacting the TfNSW Technical Enquiries unit by email: technical.enquiries@transport.nsw.gov.au or by telephone 1300 137 302. However Technical Enquiries may only be able to provide general information as TfNSW personnel will not inspect your vehicle; that service is provided by VSCCS Licensed Certifiers.

2.3 Over-Mass &/or Over-Dimension Vehicles

A TfNSW-issued exemption or permit is required to operate an Over Mass &/or Over Dimension (OMOD) vehicle on NSW roads or road related areas.

TfNSW may issue an exemption for a light vehicle that is over-mass or over-dimension – see Section 3.1 for more information. TfNSW also issues OMOD permits to heavy vehicles on behalf of the *National Heavy Vehicle Regulator* (**NHVR**) which administers operational requirements for heavy vehicles.

For advice on Road Occupancy Licenses required for filming activities outside the Sydney Metropolitan area and for enquiries relating to OMOD vehicles, please contact the TfNSW Road Management Access Unit by email at road.access@rms.nsw.gov.au and also see the following webpage:

http://www.rms.nsw.gov.au/business-industry/heavy-vehicles/road-access/restricted-access-vehicles/oversize-overmass/index.html

2.4 Conditionally registered vehicles

The Conditional Registration scheme allows certain non-standard vehicles limited road access to perform specific functions. Approval for conditional registration is given through assessing individual vehicles.

TfNSW may register a registrable vehicle conditionally if the vehicle does not comply with an applicable vehicle standard for the vehicle. However, TfNSW is legally required to take into account the nature and extent of any failure of the vehicle to comply with the applicable vehicle standards for the vehicle and any resulting safety risk. TfNSW does this while assessing each application for conditional registration and will apply Conditions of Use that reflect those areas of non-compliance.

If covered by a Conditional Registration Vehicle Sheet, a vehicle can be registered conditionally by applying at a Service NSW Centre. The applicant will be provided with a Certificate of Approved Operations which outlines the Conditions of Use that apply to the vehicle.

Conditionally Registered vehicles registered for filming purposes cannot be used to travel to and from film shoots and must be limited to the film shoots.

Further information on these vehicles and how to apply can be found at:

http://www.rms.nsw.gov.au/roads/registration/get-nsw-registration/conditional.html

Contact TfNSW's Vehicle Standards unit by email on *vsc@transport.nsw.gov.au* if you require further information or advice on conditional registration of vehicles used for film and television shoots.

If a vehicle is not covered by a *Conditional Registration Vehicle Sheet*, TfNSW will still consider individual vehicles for conditional registration for the purpose of the filming event. On application TfNSW will consider the non-compliance of the vehicle and impose conditions that mitigate any risk. As a general rule, vehicles conditionally registered for filming events will be restricted for use at a shoot only and will not be permitted to travel freely on roads or roads related areas. However, conditionally registered vehicles approved for this purpose do not need to seek approval for individual shoots; provided they are used within the conditions, theycan be **used on unlimited shoots throughout the period of registration**.

On approval of the application, TfNSW will issue a ***Certificate of Approved Operations*** that will permit registration of the vehicle at a Service NSW Centre. Further information on the general registration requirements and the documents required to be produced can be found at:

www.rms.nsw.gov.au/roads/registration/get-nsw-registration

To apply for a *Certificate of Approved Operations (CoAO)* and for further information,applicants will need to write to the Vehicle Standards and Investigations unit at *vsc@rms.nsw.gov.au*. Applications must clearly identify:

- The vehicle's chassis number or Vehicle Identification Number (VIN) and the name and address of its operator; and
- Clear information about the extent to which the vehicle does not comply with vehicle standards; and
- A statement, that will be used as the basis of the CoAO, outlining the circumstances in which the vehicle will be used and, importantly, the time(s), date(s) and location(s) of the filming event.

Please contact a ***VSCCS Licensed Certifier*** for advice on the relevant vehicle standards that apply to a vehicle/vehicle combination and which of those standards may be adversely effected when the required Film Equipment is fitted (see Section 2.1 for more details).

2.5 Traffic Control Plans and Road Occupancy Licenses

TfNSW understands that, depending on the filming event, Film Equipment needs to be mounted inside or to the outside of a vehicle in positions that would render the vehicle non-compliant with the legal dimension limits or safety standards that apply.

Provided that a vehicle fitted with Film Equipment is used under the conditions of a Road Occupancy License (ROL) or a Local Government Filming Protocol (LGFP) with the road closed to other road users (including by the use of rolling blocks) TfNSW will consent to the ***Film Equipment*** being mounted this way and will provide an exemption to operators. A vehicle being filmed or filming other vehicles for commercial purposes (ie for advertising purposes or for a movie or TV series) while operating on a state owned road or road related area requires a ***Traffic Control Plan (TCP)***.

NOTE: *a Traffic Control Plan (TCP) may also be referred to as a Traffic Management Plan (TMP).*

If the vehicle is operated on a state-owned road, its TCP will be assessed and, if found acceptable, approved under the conditions of an ROL issued by TfNSW. See the following link for more information on TfNSW issued ROLs:

https://www.rms.nsw.gov.au/business- industry/road-occupancy-licence/index.html

For a local government road, the vehicle must operate in accordance with the Local Government Filming Protocol and be approved by the relevant local government agency/council.

For more details, please contact the TMC's Film & Location Co-Ordinator on (02) 8396 1672 or email them at: TMC_Filming@rta.nsw.gov.au.

2.6 Unregistered Vehicle Permits (UVPs)

Unregistered Vehicle Permits are not an alternative to vehicle registration.

An Unregistered Vehicle Permit (UVP) allows an unregistered vehicle temporary and limited access to the NSW road network for a specific purpose subject to any conditions specified in the permit.

Each UVP is issued with Compulsory Third Party (CTP) insurance and is only available for use by standard vehicles that generally comply with vehicle standards (minor inconsistencies excepted) and do not pose a safety risk to any person.

NOTE: Vehicles that are modified, have projecting load or equipment or grossly non-compliant with vehicle standards are not eligible for a UVP.

A UVP provides only temporary and limited access to the road network and does not cover the regular or long term use of a vehicle on a road or road-related area. A UVP must not be regarded as an alternative to registration. A UVP is valid for a maximum duration of days, and allows for a:

- Single journey (ie from point A to B); or
- Return journey (ie from point A to B and then returning to point A); or
- Number of defined trips to be completed within 28 days, for example from A to B to C and then to D.

The last category may be relevant for screen industry productions as UVPs may be issued for filming events subject to the limitations outlined above. Vehicles must be restricted to the area of the film shoot and vehicles cannot be used to travel to and from the shoot but must be floated or towed. Each vehicle operating under a UVP is still subject to safety requirements.

An applicant is required to make a Safe Use Declaration (see Appendix C) at the time of application. This is a legally binding declaration that must be taken seriously and places a legal onus on the vehicle's operator of ensuring the vehicle complies and is safe for use.

Examples of vehicles suitable for a UVP include exhibition vehicle imported specifically to Australia for the purpose of a one-off type film shoot. Examples of vehicles for which a UVP must not be used are 'monster' trucks and vehicles involved in multiple or long-term film shoots. Further information about UVPs and how to apply for them can be located on the TfNSW website at:

https://www.nsw.gov.au/topics/vehicle-registration/unregistered-vehicles/permits

3. Fitting camera equipment to vehicles

A vehicle's registered operator is legally required to ensure that ***Film Equipment*** is attached to a vehicle in a location and in such a manner as it does not:

- interfere with the driver's *ability to control the vehicle* or *field of view* to the vehicle's front or sides;
- adversely affect the vehicle's stability, handling or braking capabilities
- doesn't create a sharp or dangerous protrusion likely to injure an occupant travelling in the vehicle or other road users,
- exceed dimension limits and projections to the vehicle's front, sides or rear are minimised,
- Inadvertently detach itself from the surface it's attached to while the vehicle is operating.

NOTE: *For the purposes of this document,* ***Film Equipment*** *means a camera, lighting array or TV Monitor and their respective fittings, controls & mounting systems that are attached to a vehicle's interior or exterior surface for commercial filming purposes.*

Film Equipment attached to an interior or exterior surface of a vehicle must be safely secured to prevent uncontrolled movement in all directions.

Guidance for security of loads and equipment can be found in:

- ***Load Restraint Guide 2018*** which can be viewed or downloaded at the following web link: https://www.ntc.gov.au/sites/default/files/assets/files/Load-Restraint-Guide-2018.pdf; and
- ***Load Restraint Guide 2018 for Light Vehicles*** which is available at the following web link: https:/https://www.ntc.gov.au/sites/default/files/assets/files/Load-Restraint-Guide-for-light-vehicles-2018.pdf.

A vehicle's registered operator is also legally responsible for ensuring that hand held *Film Equipment* and its use does not compromise those requirements listed above and that a person using hand held *Film Equipment* while travelling inside a vehicle is properly seated and restrained (ie by the vehicle's seatbelts) and does not represent a risk to the vehicle's occupants or to other road users.

3.1 Law on projections on vehicles.

Clause 60 of the *Road Transport (General) Regulation 2013* sets out the requirements for the projection of loading or equipment on vehicles and the limits that are accepted.

Approval must be obtained from TfNSW if a vehicle has ***Film Equipment*** attached that will:

- project more than 150mm to the side of a vehicle; or
- cause the vehicle's maximum overall width (OAW) limit to be exceeded, or
- project more than 1200mm to the front or rear of a vehicle; or
- cause the vehicle's maximum overall length (OAL) limit to be exceeded, or
- cause the vehicle's maximum overall height (OAH) limit to be exceeded.

More often than not, ***Film Equipment*** mounted on a vehicle will exceed these requirements and will require an exemption before the vehicle can operate on roads legally.

TfNSW may, under Clause 62 of the above regulation, exempt a person from those requirements (ie as made under Clause 60) if the person lodges a written application, and pays the fee specified in Schedule 1 to the above regulation.

If an exemption is issued by TfNSW, the relevant conditions of operation (if any) will be shown and TfNSW may waive or refund part or all of the specified fee, if it considers it appropriate to do so.

Further guidance on exemption requirements for projecting equipment/loads is provided in Appendix E.

3.2 Applications for an exemption permit for projections and load

Some film and televisions shoots adopt an ***ad hoc*** approach to filming and may only require asingle use equipment build on a vehicle or for filming another vehicle.

If the ***Film Equipment*** projections exceed the dimensions permitted by the law, TfNSW will issue a specific exemption notice for a vehicle with specific equipment arrangements for a limited duration – this will be limited to the period of the film shoot. The exemption will outline the conditions of the vehicle's operation and will expire at the end of that use.

Application for an exemption from vehicle standards must be sent to the TfNSW's Vehicle Standards unit at *vsc@transport.nsw.gov.au*. Application for a single use permit must include:

- The registration number of the vehicle and the name and address of its Registered Operator; and
- A statement, that will be used as the basis of the exemption, outlining the circumstances in which the vehicle will be used and, importantly, the time(s), date(s) and location(s) of the filming event.

3.3 Vehicles used frequently or as part of a 'grip fleet'

Applications for a fleet exemption do not have to nominate specific vehicles (although there must be compliance as per Section 2) and must be accompanied by a documented *Safety Management Plan*.

Some operators, particularly experts in the field, regularly use various configurations to mount cameras on vehicles and those configurations change rapidly while on set. In those circumstances, it is appropriate to issue an exemption for a period of time rather than as a single use exemption.

If the operator is able to submit evidence of a safety management system that outlines how equipment will be fitted and how it will be used, TfNSW will provide an exemption to that person to authorise the use of required equipment that exceeds the lawful limits as they see fit provided there is compliance with the safety management system.

The exemption will only permit the use of the equipment within the confines of the area outlined in the relevant ROL or LGFP and in accordance with a TCP.

The applicant must submit evidence of a safety management system that covers each type of **Film Equipment** and how it will be mounted and used. The safety management system must also contain provisions that:

- Clear requirements that each vehicle used is registered or has an exemption for road use
- fosters safe practices and compliance with (and wherever possible exceeding) all legislative and regulatory requirements and standards
- encourages effective safety reporting and communication with TfNSW
- actively manages safety with the same importance as that given to the priorities of filming and film production
- clearly defines accountabilities and responsibilities for the delivery of safety
- ensures the management of safety as one of the primary responsibilities of all managers/operators
- establishes and implements hazard identification and risk management processes to eliminate or ensure sufficient skilled and trained resources are available to implement
- safety strategies/processes
- ensuring all employees and operators:
  - are provided with adequate and appropriate safety information and training; and are competent in safety matters
  - only allocated tasks relevant to their skills, qualification and competence

  - ensure all visitors and third parties are made aware of the safety risks and related controls they must follow.
- minimise risks associated with the fitment of each type of Film Equipment and any risk in the business activity are managed to a point that is 'as low as reasonably practicable'
- investigating safety incidents with the aim of improving the business's future safety performance
- continually improving safety performance and conducting safety management reviews to ensure relevant safety action is taken and is effective.

4. Further information

Generally applications for permits covered in this VSI will be finalised within 10 working days.

This timeframe may be delayed if insufficient evidence is provided by applicants to allow TfNSW to assess the application. The timeframe for dealing with applications will be greatly reduced the more comprehensive the information provided by applicants.

When planning film shoots, consideration needs to be given to the timeframes involved. Invariably shoots are planned some time in advance and should include the relevant considerations outlined in this document.

TfNSW cannot be expected provide exemptions or permits in short time frames due to a lack of planning by operators. This VSI is intended to give general advice only.

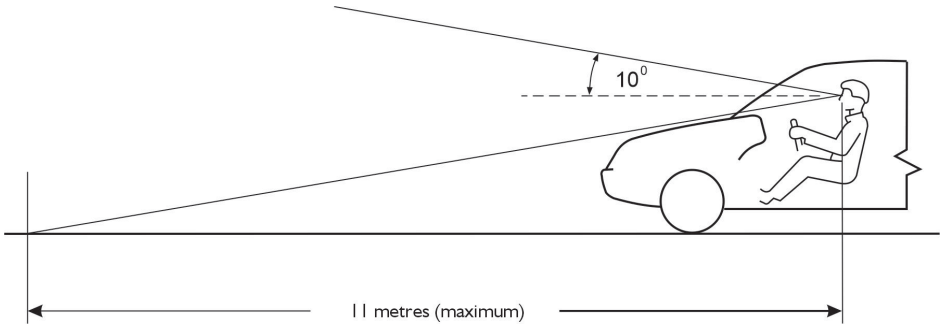
Information on exceptional circumstances not covered by this VSI, or on the possibility of obtaining an exemption, can be obtained from TfNSW's Vehicle Standards Unit at vsc@transport.nsw.gov.au

A list of useful contacts and links to specific reference documents is provided in ***Appendix F***.

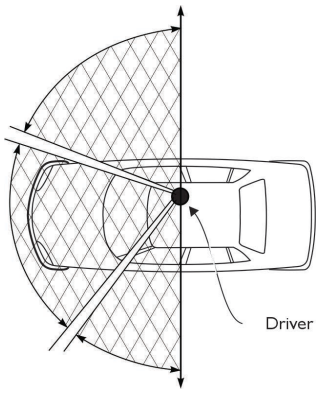
For the purposes of this publication:

driver's forward field of view means a 180° field of view forward of the driver when the driving seat is set in its lowest & rearmost position.

The driver must be able to see the road surface 11 m forward of the vehicle.



The driver's view to the front and sides of the vehicle must be unobstructed in the shaded areas.



Note: *The driver's eye point in the diagrams can be taken as being a point 630 mm above and 260mm forward of the junction of the seat cushionand squab with the seat in its lowest and rearmost position.*

Hero vehicle means a vehicle being specifically filmed or photographed for commercial purposes (this is a colloquial term used within the film industry).

Motorcycle means a motorcycle and a motor cycle with a sidecar attached and a motor tricycle (ie a trike).

Overall Width (OAW) means the maximum distance measured across the body including wheel guards, but excluding:

- rear vision mirrors, signalling devices and side-mounted lamps and reflectors;
- anti-skid devices mounted on wheels, central tyre inflation systems, tyre pressure gauges;
- permanently fixed webbing-assembly-type devices (such as curtain-side devices), provided that the maximum distance measured across the body including any part of the devicesdoes not exceed 2.55m.

Rear overhang (ROH) means the measured distance between a vehicle's rear overhang line and its rearmost point.

Rear overhang line (ROHL) means an imaginary line drawn through the centre of a vehicle's rear axle or rear axle group.

Wheelbase (WB) means the measured distance between the centre line a vehicle's front axle and its *rear overhang line*.

1. For light passenger vehicles & goods carrying vehicles:

a) the following dimension limits currently apply:
- the maximum *overall width (OAW)* of a vehicle is 2.5m; and
- the maximum *overall length (OAL)* of a vehicle is 12.5m; and
- the maximum *overall height (OAH)* of a vehicle is 4.3m; and
- The maximum *rear overhang (ROH)* of a vehicle is the lessor of 3.7m or 60% ofits wheelbase.

b) Equipment, fittings or loading on a vehicle may project up to 150mm to thevehicle's side provided:
- the ***driver's forward field of view*** is not obstructed, and
- the risk of injury to any person who may come into contact with that load, fittingor equipment is not increased, and
- the vehicle's maximum *OAW* is not exceeded.

c) Equipment, fittings or loading on a vehicle may project up to 1200mm to thevehicle's front provided:
- the ***driver's forward field of view*** is not obstructed, and
- the risk of injury to any person who may come into contact with that load, fittingor equipment is not increased, and
- the vehicle's maximum *OAL* is not exceeded.

d) Equipment, fittings or loading may project rearwards from the vehicle's rearmostsurface provided:
- the vehicle's maximum *OAL* is not exceeded, and
- the vehicle's maximum *ROH* is not exceeded; and
- If loading, fittings or equipment projects more than 1200mm to the rear of avehicle, there must be affixed to the rearmost part of the projection:
  - ~ a red flag (or other suitable object) not less than 300mm square that is clearly visible as a warning to a person on the roadway in the near vicinity ofthe vehicle; and
  - ~ a lamp emitting red light that is visible under normal atmospheric conditionsat a distance of 200 meters; and
  - ~ two reflectors capable of projecting a red reflection of light from theheadlamps of any following vehicle.

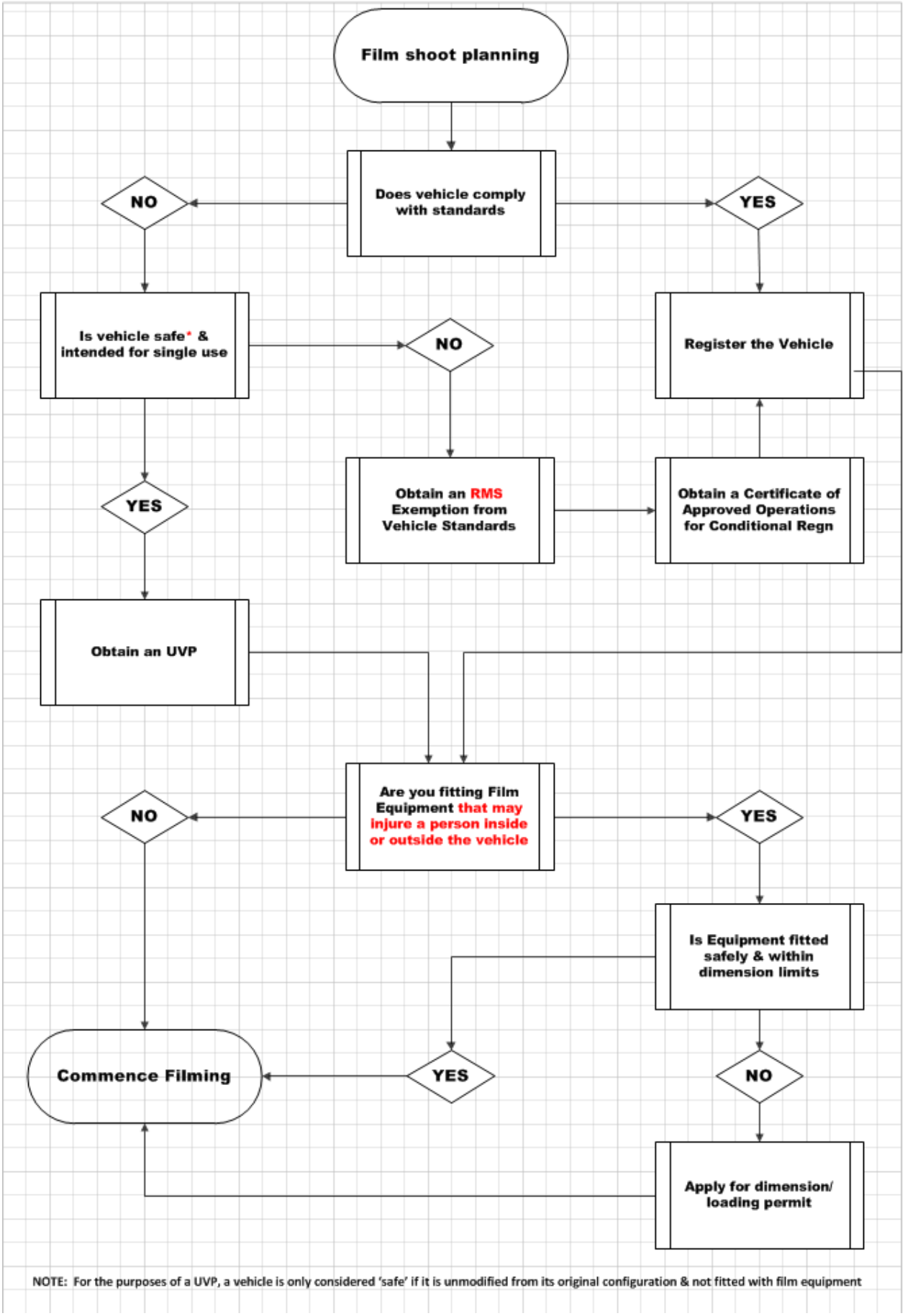
2. For motorcycles, motor tricycles (ie trikes) and motorcycles with sidecarsattached:

a) The maximum *overall width (OAW)* of a motorcycle is 1.1m, or 2.0m if it's a motortricycle or a motorcycle with a sidecar attached.

b) Loading, fittings or equipment on *a motor cycle* shall not project more than:
- 150mm forwards of the foremost extremity of the front wheel; or
- 300mm rearwards of rearmost of the rear wheel; or
- beyond the extreme outer portion of the vehicle on either side.

c) Loading, fittings or equipment on *a motor cycle with sidecar or a motor tricycle* shall not project more than:
- 600mm forwards of the foremost extremity of the front wheel; or
- 900mm rearwards of rearmost of the rear wheel; or
- beyond the extreme outer portion of the vehicle on either side.

NOTE: *A motorcycle together with its equipment, fittings or loading must not exceed the abovedimension*


Film shoot planning
Does vehicle comply with standards
NO
YES
Is vehicle safe* & intended for single use
NO
Register the Vehicle
YES
Obtain an RMS Exemption from Vehicle Standards
Obtain a Certificate of Approved Operations for Conditional Regn
Obtain an UVP
Are you fitting Film Equipment that may injure a person inside or outside the vehicle
NO
YES
Is Equipment fitted safely & within dimension limits
Commence Filming
YES
NO
Apply for dimension/ loading permit
NOTE: For the purposes of a UVP, a vehicle is only considered 'safe' if it is unmodified from its original configuration & not fitted with film equipment

Transport Roads & Maritime Services

Vehicle Suitable for Safe Use Declaration

IMPORTANT: Your vehicle must be safe for use on the road. Penalties apply for driving a defective vehicle.

1 Registered operator details

NSW Driver licence/Customer number

2 Vehicle identification

Plate number *(if known)*

Year of manufacture ___ / ___ (month / year)

Vehicle description *(eg. sedan,trailer,motorcycle, combine-harvester,cotton picker, forklift,mini loader,bucket loader)*
For a full description of non complying vehicle descriptions see: www.rms.nsw.gov.au/vehicle-sheets

Note: If this is not completed correctly your application maybe refused.

VIN or chassis/frame or serial number

3 Vehicle use

Unregistered Vehicle Permit ☐

OR

Conditional Registration *(select from the below options)*

Farm ☐ *(Primary Producer declaration required)*
Recreation ☐ *(Stockton Beach)*
Earthwork/ Roadwork ☐
Forestry ☐
Mining ☐

Other *(please specify)*

4 Equipment and fittings

Non complying vehicle *(eg tractor, grader, forklift)*
For Conditional Registration or Unregistered Vehicle Permit
What fittings and equipment are on this vehicle?

Amber rotating beacon	☐	Horn	☐
Brake lights	☐	Effective brake system	☐
Turn lights	☐	Seat belt (all seating positions)	☐
Headlights	☐	Rear Mudguards/flaps	☐
Tail lights	☐	Hydraulic steering failure warning device or sign	☐
Rear number plate light	☐	Left-hand drive sign	☐
Clearance lights	☐	Dual control steering sign	☐
Delineators	☐	Chain guard	☐
2 red rear reflectors	☐	Tracks, rubber (tracks instead of wheels)	☐
Rear and side reflective tape	☐	Tracks, steel (tracks instead of wheels)	☐
Rear vision mirror	☐		

Complying vehicle *(eg sedan, motorcycle, trailer)*
For Unregistered Vehicle Permit ONLY
What fittings and equipment are on this vehicle?

Lights and indicators	☐	Brakes	☐
Wheels and tyres	☐	Steering	☐
Windscreens and windows	☐	Horn	☐
Seats and seatbelts	☐		

5 Dimensions

Is the vehicle within limits for length (12.5m), width (2.5m), height (4.3m)?

Yes ☐ (now go to 6) No ☐ ▶ *Operators of oversize vehicles must also comply with the conditions of the relevant access notice or permit. For more information contact: Special Permits Unit on 1300 656 371 for intrastate permits, and the National Heavy Vehicle Regulator on 1300 696 487 for interstate permits.*

Type of Notice/Permit required.

Notice OS1 ☐ Permit OS2 ☐

6 Weight limits

Is the vehicle within weight limits?

For acceptable mass weight limits please refer to the National Heavy Vehicle Regulator website www.nhvr.gov.au

Yes ☐ (now go to 7) No ☐ ▶ *Operators of overmass vehicles must also comply with the conditions of the relevant access notice or permit. For more information contact: Special Permits Unit on 1300 656 371 for intrastate permits, and the National Heavy Vehicle Regulator on 1300 696 487 for interstate permits.*

Type of Notice/Permit required.

Notice OM2 ☐ Permit OM3 ☐

7 Is the vehicle in a safe operating condition?

(If unsure seek mechanical advice)

No ☐ ▶ A permit or conditional registration cannot be issued

Yes ☐

8 Where will the vehicle be operated?

9 Privacy statement and declaration

I declare that:

a) the vehicle has the equipment and fittings marked on this form and are in operating condition.

b) I will be responsible for the vehicle to be suitable for safe use until the expiry of the registration or permit.

c) the information on this form is true and complete.

Your Personal Information is collected and held by Roads and Maritime Services, 20-44 Ennis Road, Milsons Point NSW 2061. I understand that I must supply the information in accordance with Road Transport legislation.

Failure to supply full details and sign/confirm this declaration can result in the transaction not proceeding. Your "personal information" held by us may be disclosed inside and outside NSW to driver licensing and vehicle registration agencies, for verification of a fee concession entitlement with Centrelink and DVA, law enforcement agencies, providers of compulsory third party (bodily injury) insurance, proposed acquirers of vehicles, solicitors in regard to motor vehicle accidents, and to verify and validate the contents of this application and any supporting documents, for the administration of driver licensing and vehicle registration legislation and law enforcement, and for the purpose of the protection of public revenue, road safety, compulsory third party (bodily injury) insurance, and inquiries relating to motor vehicle accidents or abandoned vehicles or which would be relevant to any acquisition of this vehicle.

Signature

Registered operator's phone number

Date ___ / ___ / ___ (day / month / year)

Office use:

Is an overmass/overdimension permit required?

Yes ☐ ▶ *Refer to the Special Permits Unit or National Heavy Vehicle Regulator before registering the vehicle.*

No ☐

Does the vehicle have steel tracks?

Yes ☐ ▶ *Apply condition L099*

For non complying vehicles do equipment and fittings nominated comply with the relevant Conditional Registration Vehicle Sheet?

Yes ☐

Customer Service Representative signature

Staff number

Date ___ / ___ / ___ (day / month / year)

Catalogue No.45070938 Form No. 1245 (10/2016)

UNCLASSIFIED

Vehicle Standard Exemption Requirements for Equipment APPENDIX E

TABLE 1 Vehicle Standard Exemption requirements for ***Equipment***

Properly Secured Equipment		Is a TfNSW exemption from a vehicle standard required
Film Equipment - **attached to a vehicle's interior surface**		
Is the driver's ***Field of View*** obstructed	**N**	***No Action Required***
	Y	Minimise obstruction & contact TfNSW for further advice
Is a TV Monitor's on-screen image visible to the driver	**N**	***No Action Required***
	Y	**Safety Issue** - ***TfNSW Exemption Not Available*** Relocate or reposition Monitor
Does it have a sharp or dangerous protrusion	**N**	***No Action Required***
	Y	**Safety Issue** - ***TfNSW Exemption Not Available*** Rectify/remove protrusion
Film Equipment - **attached to a vehicle's exterior surface**		
Is the driver's ***Field of View*** obstructed	**N**	TfNSW exemption ***Not Required***
	Y	Minimise obstruction & contact TfNSW for further advice
Does it have a sharp or dangerous protrusion	**N**	TfNSW exemption ***Not Required***
	Y	Minimise protrusion & contact TfNSW for further advice
Film Equipment **attached to a vehicle's bonnet or its roof**		
Does it exceed dimensions	**N**	Exemption from dimension related standard not required
	Y	**YES** - Apply to TfNSW for an Exemption
Film Equipment **attached to a vehicle's side or in side-mounted "hostess trays"**		
Does it exceed dimensions	**N**	Exemption from dimension related standard not required
	Y	**YES** - Apply to TfNSW for an Exemption
Film Equipment **that protrudes from front or rear of vehicle**		
Does it exceed dimensions	**N**	Exemption from dimension related standard not required
	Y	**YES** - Apply to TfNSW for an Exemption

Further information

Transport for NSW

for contact details of your nearest Service NSW centre

roads-waterways.transport.nsw.gov.au | **T** 13 22 13

Transport for NSW Technical Enquiries

PO Box 1120, Parramatta NSW 2124

E technical.enquiries@transport.nsw.gov.au | **T** 1300 137 302 | **F** (02) 8837 0037

- Vehicle construction and registration requirements in NSW

Transport for NSW Vehicle Safety Compliance Certification Scheme (VSCCS)

roads-waterways.transport.nsw.gov.au | **E** vsccs@transport.nsw.gov.au | **T** 1300 336 206

- VSCCS Bulletin No.1 'Licensed certifiers'

NSW Legislation

legislation.nsw.gov.au

- *Road Transport (Vehicle Registration) Regulation 2017*

Department of Infrastructure, Transport, Regional Development and Communications

GPO Box 594 Canberra ACT 2601

infrastructure.gov.au | **T** 1800 815 272 | **F** (02) 6274 6013

- VSB No. 4 'Steering conversions for left-hand drive vehicles'
- VSB No.10 'Importing vehicles to Australia'

National Heavy Vehicle Regulator

PO Box 492, Fortitude Valley Q 4006

nhvr.gov.au **E** info@nhvr.gov.au | **T** 1300 696 487 | **F** (07) 3309 8777

- Matters related to vehicles exceeding 4.5 tonnes GVM