Transport for NSW

Request for Document from Vehicle Standards

- Use this form to request the following:
  – Old, lost or misplaced 'Certificate of Approved Operations'
  – Old, lost or misplaced 'Tow Truck Assessment'
  – Light vehicle exemption for vehicles modified for people with physical disabilities.

- Please complete and send this form and all necessary attachments to: vsc@transport.nsw.gov.au

- Due to the *Privacy & Personal Information Act 1998 (PPIP Act)*, only the registered operator or an authorised person is allowed to request this information.
  If you are not the registered operator, you will require written authorisation for Transport for NSW to supply you with the requested documents.

Section A - Registered Operator Details

Name

Address

Phone

Email address

Section B - Document Requested

☐ Old, lost or misplaced `Certificate of Approved Operations' (Complete **Sections B** and **C**)

☐ Old, lost or misplaced `Tow Truck Assessment' (Complete **Sections B** and **D**)

☐ Light vehicle exemption for vehicles modified for people with physical disabilities (Complete **Sections B** and **E**)

Section C

For old, lost or misplaced 'Certificate of Approved Operations ' please ensure documents are attached:

☐ Copy of the Certificate of Registration for the vehicle

Section D

For old, lost or misplaced 'Tow Truck Assessments', please ensure the following documents are attached:

☐ Copy of the Certificate of Registration for the vehicle

Section E

For light vehicle exemptions modified for people with physical disabilities, please ensure the following documents are attached:

☐ Copy of the Certificate of Registration for the vehicle

☐ Copy of your driver licence if you are the registered operator (or if you are a representative, authorisation to act on behalf of the registered operator)

☐ Supporting evidence for example: assessments from an occupational therapist or medical practitioner

☐ A supporting statement from a VSCCS licensed certifier detailing the modifications and indicating which applicable vehicle standard that your light vehicle requires exemption from (for example the applicable vehicle standard, Australian Design Rule clause etc.).

Section F - Registered Operator Signature

Date

day / month / year

Section G - Authorisation to Act on Behalf of Registered Operator

Note: if required

I _____ authorise
(registered operator name)

_____ to act on my behalf
(authorised person's name)

to obtain the requested documents for the subject vehicle.

_____ _____
(Registered operator signature) *Date*

_____ _____
(Authorised person signature) *Date*