



# Application to become an authorised dealer

## Maritime Dealer Vessel Registration Scheme (MDVRS)

### 1. Applicant's details

Are you an individual or a company?

Sole Trader (complete question 1a.)

Company (complete question 1b.)

#### 1a. Full legal name

Date of birth

Residential address

Postal address (if different from above)

Telephone number

Fax number

Email address

#### 1b. Legal entity name

Trading name (if different)

Full legal name of contact person

Business address (no Post Office boxes please)

Postal address (if different from above)

ACN/ARBN

ABN

Business telephone number

Fax number

Email address

### 2. Eligibility of applicant

Is your marine dealer business located within Australia? Yes  No

Are you a retailer of new vessels? Yes  No

### 3. Dealer's nominated representative

Full legal name

Title/Position

### 4. Declaration

I declare that the information provided in this form is true and correct. I acknowledge that the submission of this application does not guarantee admission to the MDVRS.

Full legal name of Dealer (Business Proprietor/Director)

Signature of Dealer (Business Proprietor/Director)

Title/Position

Date

### 5. 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.

Please submit completed form to:

Castle Hill Business Centre

Locked Bag 5010, Baulkham Hills NSW 2153

[roads-waterways.transport.nsw.gov.au](http://roads-waterways.transport.nsw.gov.au) | T 13 77 88 | E [maritimedvrsenquiries@service.nsw.gov.au](mailto:maritimedvrsenquiries@service.nsw.gov.au)

### Dealer application checklist

Using this checklist will ensure you submit a complete application for the Maritime Dealer Vessel Registration (MDVRS).

	Dealer (tick)	Received (office use only)
Completed MDVRS Dealer application form.	<input type="checkbox"/>	<input type="checkbox"/>
Completed MDVRS Authorised Services Officer (ASO) application form (1 per ASO).	<input type="checkbox"/>	<input type="checkbox"/>
Certified copies of acceptable Proof of Identity documents for Dealers and ASO's.	<input type="checkbox"/>	<input type="checkbox"/>
Certified copy of the directors or sole traders National Police Check certificate.	<input type="checkbox"/>	<input type="checkbox"/>
Copy of Public and products Liability or broadform liability insurance certificate. (\$20 million for any single occurrence and unlimited in the aggregate as to the number of occurrences).	<input type="checkbox"/>	<input type="checkbox"/>
Workers Compensation insurance certificate (if required). See schedule two of the agreement for exemptions.	<input type="checkbox"/>	<input type="checkbox"/>
Copy of your Australian Company Number (ACN), Australian Business Number (ABN) or Australian Registered Body Number (ARBN) Certificate	<input type="checkbox"/>	<input type="checkbox"/>
Executed MDVRS agreement	<input type="checkbox"/>	<input type="checkbox"/>
<ul style="list-style-type: none"> <li>• Execution clause on pages 1, 2 or 3, and</li> <li>• Schedule 1 (including Item 1, Item 2, Item 6 and item 7).</li> </ul>	<input type="checkbox"/>	<input type="checkbox"/>

### Office Use Only

#### Eligibility of applicant

- Applicant business is located within Australia
- Applicant is a retailer of new vessels

#### Approval checklist

##### Dealer

- National criminal records check certificate
- Current Public and Products liability insurance certificate and workers compensation certificate of currency supplied (*exemptions do apply to Workers Compensation insurance certificate **only**. See Schedule 2 – Insurance of the Agreement*).
- Dealer's Proof of Identity (POI) copied

Stand alone or primary proof	Secondary proof
<input type="text"/>	<input type="text"/>

Document number	Document number
<input type="text"/>	<input type="text"/>

#### Application approved/not approved

Service NSW Manager or delegate signature

Service NSW Centre	Date
<input type="text"/>	Day / Month / Year

#### MDVRS Induction Checklist

(to be completed after Agreement is signed by dealer)

- Has the Agreement been executed satisfactorily by dealer?  
Yes  No
- Have the following items been provided to the dealer?
  - Adequate stock of forms
  - Proof of identity (POI) brochure
  - Kalamazoo receipts
  - PWC behavior labels
  - Capacity stickers
- Has the dealer been informed that the following documents are available on the RMS website:
  - Maritime Dealers Guide
  - Statement of Business Ethics
- Are authorised services officers in place?  
Yes  No

**I have ensured that the checklist has been completed and the Dealer representative and staff are aware of their responsibilities.**

Service NSW Manager or delegate signature

Date

Day / Month / Year