

Exchange / Transfer Number Plates B

Customer information

- The following plate types are not eligible for exchange or transfer: Conditional, Tourist vehicle, Hire car, Trade, Consular, State Transit and Public bus plates.
- Number plates always remain the property of Transport for NSW. You do not own number plates issued by Transport for NSW.
- For vehicles involved in the number plate transaction, you should bring the current certificates of registration.
- If you can't attend in person, another party can act as your representative and complete section 5. This can include the other party involved in the plate transfer/exchange. Your representative will need their own proof of identity. If you are not already recorded on Transport's database, you must attend a service centre in person and provide proof of identity.
- If your vehicle has liquefied petroleum gas (LPG) or compressed natural gas (CNG) installed or is electric, hybrid (EV) or hydrogen (H) 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.
- For standard number plate enquiries contact **13 22 13** or visit nsw.gov.au and for Special Number Plates contact myPlates on **02 9433 1600** or visit myplates.com.au

Office use attachments

Column 1

1. **Person 1 to complete** (if same person complete both columns)

Name of person or organisation on Certificate of Registration 1st vehicle (exchange) or current plate holder (transfer)

Residential/business address

Postcode

NSW Driver Licence/Customer number

2. **I want to exchange plates with Person 2**

Current registration plate number

Relationship to Person 2 (if applicable)

now go to 4

3. **I want to transfer my number plates rights to Person 2**

Registration plate number to be transferred

Relationship to Person 2 (if applicable)

4. **Declaration**

I declare that:

If applicable, I authorise Transport for NSW to transfer my Special Number Plates rights for the plates shown above to Person 2.

If I am receiving Special Number Plates as part of the exchange of 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 applicable, I authorise the person in section 5 to act as my representative.

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

Signature

Print name and capacity (if representing an organisation)

Date

day / month / year

column 1 continued

Column 2

1. **Person 2 to complete** (if same person complete both columns)

Name of person or organisation on Certificate of Registration 2nd vehicle (exchange) or proposed plate holder (transfer)

Residential/business address

Postcode

NSW Driver Licence/Customer number

2. **I want to exchange plates with Person 1**

Current registration plate number

Relationship to Person 1 (if applicable)

now go to 4

3. **I want Person 1 to transfer their number plates rights to me**

Registration plate number to be transferred

Relationship to Person 1 (if applicable)

4. **Declaration**

I declare that:

If applicable, I authorise Transport for NSW to transfer my Special Number Plates rights for the plates shown above to Person 1.

If I am receiving Special Number Plates as part of the exchange of plates or transfer of Special Number Plates rights, 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 applicable, I authorise the person in section 5 to act as my representative.

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

Signature

Print name and capacity (if representing an organisation)

Date

day / month / year

column 2 continued

Column 1 continued here

5. Representative details

NSW Driver Licence/
Customer number

Date of birth

 / /
day month year

Name

Residential/business address

Postcode

Representative signature

Date

 / /
day month year

Column 2 continued here

5. Representative details

NSW Driver Licence/
Customer number

Date of birth

 / /
day month year

Name

Residential/business address

Postcode

Representative signature

Date

 / /
day month year

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 transport.nsw.gov.au or phone **13 22 13** to request a copy.

In addition, where your application concerns Special Number Plates, we will also use your personal information in connection with the operation of our Special Number Plates business. We may disclose your personal information to any Concessionaire appointed by us to manage our Special Number Plates business. We or the Concessionaire may communicate with you in relation to your Special Number Plates. For more information about Special Number Plates or the Terms and Conditions please visit myplates.com.au

Office Use - Bundle B

Mailing address checked on DRIVES (if applicable)

Proof of identity

Certificate of Registration 1 produced

Yes No

Stand alone or primary proof Document number

Secondary proof (if necessary) Document number

Certificate of Registration 2 produced

Yes No

Stand alone or primary proof Document number

Secondary proof (if necessary) Document number

Verified by

Signature

Customer service representative or dealer number