

Application for an exemption from land transport vehicle rules

Office use only
Reference number:

Things to consider before you apply

- You are applying for an exemption from complying with the law.
- The matters to be considered before an exemption can be granted are set out in law. This means exemptions are not automatically granted.
- We're not obliged to grant an exemption if we don't think it's appropriate to do so.
- When making a decision we must consider, amongst other things, the need to improve or maintain road safety. (The full test is set out in section 168D of the Land Transport Act 1998.)
- The exemption we grant cannot be any broader than it needs to be. We may therefore:
 - impose conditions, and/or
 - grant your exemption for a specific period.

Your application will not be accepted unless all relevant documentation is supplied and all pages are correctly filled in.

The law does not provide for an exemption to be granted on the basis of inconvenience or hardship.

What the exemption will cost

The fee is non-refundable – even if we decline your application.

Fees for heavy vehicle systems, vehicle dimensions and mass, and VDM – longer coach exemption applications

The fee for processing exemptions will be at least \$368 for heavy vehicle systems, vehicle dimensions and mass, and VDM – longer coach. This is based on the hourly rate of \$184 per hour (including GST). This fee must be paid before Waka Kotahi NZ Transport Agency starts work on the exemption. The final fee may be higher. A range of things might affect the final fee charged by Waka Kotahi. These, include the complexity or novelty of the application or whether we have already processed a similar application.

Waka Kotahi will advise you if the fee for processing the exemption is going to be more than \$368.

Fees for all other vehicle exemption applications

The fee for all other vehicle exemption applications is \$184. This fee must be paid before Waka Kotahi will start work on your application.

What we do with your information

The information is required to process an application for an exemption under section 168D of the Land Transport Act 1998. All information contained in your application will be held by Waka Kotahi and treated as confidential subject to the Official Information Act 1982 and the Privacy Act 2020.

Under the Privacy Act 2020, you have the right to request access to and correction of any personal information you supply as a part of this application process from Waka Kotahi. Should you wish to exercise these rights please contact Waka Kotahi, Private Bag 11777, Palmerston North 4442 or email: info@nzta.govt.nz

How to contact us

If you wish to contact our office regarding your application, or provide additional supporting information, you can do this by emailing us at one of these addresses:

- Light vehicles – exemptions@nzta.govt.nz
- Heavy vehicles – hvexemptions@nzta.govt.nz

How we can contact you

You can provide us with a physical address. Giving us your email address is optional but can make contacting you easier and quicker. With your permission, we can email you information and reminders about your application and driver licensing, and other Waka Kotahi services and functions, including regulatory action or asking for feedback on our services and the transport system.

We recommend using an email address that's unique to you, so only you can see information we send you. You should also let us know as soon as you change your email address.

How to pay the fee

Enclose the application fee with the application. Please make the cheque out to NZ Transport Agency and note on the back the following information:

1. The last six digits of the vehicle's VIN
2. Code: CA11
3. Reference: Applicant surname

Send the completed form, along with the application fee and required documentation, to:

Exemptions and Registers Integrity
Waka Kotahi NZ Transport Agency
Private Bag 6995
Wellington 6141

Applicant details

Applicant name

Postal address

Phone number (daytime)

Mobile number

Email address (optional)

Are you happy for us to correspond with you by email in the future? (see *How can we contact you* above)

Yes (provide email address and let us know if it changes):

No

Vehicle details

Make

Year of manufacture

Model

Model code

We cannot process your application without a VIN/chassis number

VIN/chassis

Vehicle class (eg MA, NB, LE)

Date of first registration

Country where vehicle was first manufactured/assembled

Country from which vehicle was imported (if imported)

Exemption required from the following Rule(s)

Please tick as applicable

- | | |
|---|---|
| <input type="checkbox"/> 1 Door retention systems | <input type="checkbox"/> 11 Seatbelts and seatbelt anchorages |
| <input type="checkbox"/> 2 External projections | <input type="checkbox"/> 12 Seats and seat anchorages |
| <input type="checkbox"/> 3 Frontal impact | <input type="checkbox"/> 13 Steering systems |
| <input type="checkbox"/> 4 Glazing, windscreen wipe and wash, and mirrors | <input type="checkbox"/> 14 Tyres and wheels |
| <input type="checkbox"/> 5 Head restraints | <input type="checkbox"/> 15 Vehicle dimensions and mass |
| <input type="checkbox"/> 6 Heavy vehicles | <input type="checkbox"/> 16 Vehicle equipment |
| <input type="checkbox"/> 7 Heavy-vehicle brakes | <input type="checkbox"/> 17 Vehicle exhaust emissions |
| <input type="checkbox"/> 8 Interior impact | <input type="checkbox"/> 18 Vehicle lighting |
| <input type="checkbox"/> 9 Light-vehicle brakes | <input type="checkbox"/> 19 Vehicle standards compliance |
| <input type="checkbox"/> 10 Passenger service vehicles | <input type="checkbox"/> 20 Left-hand drive |
| | <input type="checkbox"/> 21 Other |

Before importation, what steps were taken to determine if the vehicle would meet New Zealand requirements?

If imported, what is your reasoning for importing a non-compliant vehicle?

Please list the reasons why the vehicle cannot be modified to comply with the rule.

Does the exemption you're asking for impact on the need to maintain or improve land transport safety? If yes, why?

Would granting the exemption enable Waka Kotahi to contribute to a safe, effective and efficient land transport system in the public interest? If yes, why? (Please note, personal convenience or hardship is not relevant here.)

Is there any other information you'd like to provide that's relevant to your application?

Required documentation

1. Pictures of the vehicle (both the whole vehicle and the specific area affected).
2. a) For dimensional exemptions, an accurate drawing of the affected area of the vehicle.
b) For standards exemptions, proof of the standards the vehicle does meet.

Declaration

I have read and understood the relevant information on this form and I state that, to the best of my knowledge and belief:

- all the information I have given for this application is correct; and
- I have provided all information relevant to this application.

Applicant's signature

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Date

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