

Use this form to apply to become a vehicle inspector (VI) for the entry-level inspection of used light vehicles.

You can also use this form to add used light entry (ULE) inspection groups to your existing ULE appointment.

Make sure you're familiar with the requirements to apply, including prerequisites and any evidence we might need. Information can be found in the applications section of the Vehicle Inspection Portal.

[Used light entry applications section](#)

Application type

What are you applying for?

- I'm an existing WoF VI applying to add ULE to my appointment.
- I'm an existing ULE VI applying to add more ULE groups to my appointment.

Applicant details

What is your authority number (begins with 'A')?

Full name

Phone number

Mobile number

Date of birth

Email address

- I agree to receiving notices and information from the Director of Land Transport/ NZTA at this email address rather than by post.

Physical address

Postal address (if different from physical address)

Driver licence number

Fit and proper person

Have you ever been convicted of a criminal offence?

- No Yes (provide details)

Do you have pending criminal offences?

- No Yes (provide details)

Inspection groups

Tick the boxes to indicate which groups of vehicle classes you wish to apply for

- LA, LB, LC, LD, LE
- MA, MB, MC, MD1, NA
- MD2 (holding group 10 and 24)

Your skills/ experience

- I have held my appointment as a warrant of fitness (WoF) VI for at least 6 months.
- I work in a high-volume inspection environment and would like to apply to have the 6-month stand down period waived.
- (if applying for MD2) I hold a CoF A group 10 and 24 appointment.

Training

You must complete in-house or external training so you're prepared to pass a theory and/or practical test.

If you haven't completed training at the time you send us your application, you must complete it before your test.

We'll contact you to arrange a date and time for your test, so you can make sure you've completed your training by then.

More information on training can be found in the [Training required](#) section of our website.

Have you completed training?

- No
- Yes

Inspecting organisation details

To become a VI you must have access to an IO where practical testing can be conducted.

The IO you want to be tested at must be appointed for the same inspection groups you're applying for. If they're not, please complete the relevant IO application and send it to us with your VI application. For more information visit the [Vehicle Inspection Portal IO applications section](#)

IO name

IO appointment number

(if the IO hasn't been appointed yet, please enter 'Applying' in this field)

Site address

Email address

Phone number

Contact person

Test arrangement

Who do you want us to contact to arrange your test?

- Contact me
- Contact my IO

Releasing your information

You can choose to give us permission to release information about your application to the IO you'll be tested at.

The details we release could include:

- the stage your application is at
- any extra information we need, like references or more information about your experience
- the outcome of your application, including:
 - fit and proper person information we've collected (like your criminal conviction history or traffic offence history)
 - your authority number (if you're appointed)
 - conditions we might put on your appointment
 - warnings we might put on your appointment.

I permit NZTA to release the above information to my IO.

What we do with your information

Collection of this information is authorised by Land Transport Rule: Vehicle Standards Compliance 2002. All information contained in your application form will be held by NZTA and treated as confidential subject to the Official Information Act 1982 and Privacy Act 2020.

You are entitled to access, and request the correction of, any readily retrievable personal information held about you by NZTA. You can do so by writing to us at Private Bag 11777, Palmerston North 4442 or by emailing us at info@nzta.govt.nz

Consent and declaration

To the best of my knowledge and belief, all the information I have given for this application is true and correct.

If this application is approved, I will comply with all rules and regulations required of vehicle inspectors.

I have read and understood the [NZ Transport Agency vehicle inspector code of conduct](#).

I authorise NZTA to make all enquiries as to my character and suitability to be a vehicle inspector for the purposes of this application and for the term of my appointment as a vehicle inspector (under the Official Information Act 1982 and the Privacy Act 2020).

I consent to the disclosure by relevant persons or authorities of information they hold about me to NZTA.

(See the [Vehicle Inspection Portal Applications section](#) for further information about the enquiries we may make or the other relevant persons or authorities we may contact.)

Applicant's signature

Date

Address to send application

Send your completed application, and any supporting documentation, to:
vehicleinspections@nzta.govt.nz

or

Provider Licensing
NZ Transport Agency
Private Bag 11777
Palmerston North 4442