

**Correct as at 6th June 2026. It may be superseded at any time.**

**Extract taken from:** Entry certification > Pre-registration and VIN > Vehicle records > Selecting a vehicle record

## **1-2 Selecting a vehicle record**

When accessing the VIN screen, LANDATA checks for all records recorded against a VIN, chassis or frame number. This captures multiple vehicles with the same chassis or frame number, and vehicles with multiple records.

If there are multiple records available for a vehicle identifier, the 'VIN authority allocation/confirmation' screen will display with a list of records found for the specified identifier.

See Figure 1-2-1

### **Spaces in chassis or frame numbers**

When transmitting from the escape field, the system will only read as far as the next space (eg if 'VIN GC5 123456' is keyed, LANDATA will only read 'VIN GC5'. The correct record will not display).

Some older records have a space in the chassis or frame number. For these vehicles:

1. type **>VIN<** in the escape field and transmit
2. a blank VSPCV screen will display
3. enter the chassis or frame number with the space in the VIN/chassis field and transmit
4. LANDATA will recognise the complete number as it will read the whole number between the delimiters (> <).

### **1 Used vehicles**

See Table 1-2-1.

### **2 Vehicles undergoing re-registration**

In 1986 the motor vehicle register (MVR) was computerised. This means only paper records will exist for most vehicles registered in New Zealand prior to 1986. A record will exist in LANDATA for most vehicles on the road in New Zealand from 1986 onwards, although the chassis number is recorded incorrectly in a number of cases.

In March 1994 LANDATA was introduced. However, its use was limited to assigning VINs to vehicles and recording entry certification. Vehicles were still registered separately on the MVR system. Duplicate records still exist in LANDATA (the VIN and the MVR record), although in most cases the records have been merged. In October 1995, the MVR was copied onto LANDATA and it was fully phased out by the beginning of 1996. Therefore, whether or not a vehicle record exists on LANDATA will depend on when it was last registered. If you suspect a vehicle record should be on LANDATA but you cannot find one, fax the details to Vehicle Certifiers Registers on 06 953 6282 and request a LANDATA search.

See Table 1-2-2.

#### **2.1 If a vehicle record is found but the chassis field is blank**

The record will not be accessible from the VIN screen.

Contact the Transport Agency on 0800 804 580 or fax the Commercial Licencing Team, Vehicle Certifier Administration on 06 953 6282 for assistance.

### **3 New and scratch-built vehicles**

New and scratch-built vehicles may have been entered into LANDATA by another entry certifier. In this case, the existing record must be used.

If the warning message 'Warning VIN does not decode – Contact TRC 0800 804 580' displays, do not continue until the VIN has been decoded.

The Transport Agency will attempt to decode the VIN from their sources. If this is not possible, the vehicle owner/importer must provide decode data.

If no record exists, a record must be created using a blank VIN screen.

A scratch-built vehicle must not be recorded using the existing record of a donor vehicle.

### **4 Permanent registration of a temporary import**

A temporarily imported vehicle presented to an entry certifier for permanent registration is required to go through the full certification process.

- Use a border check record for certification. If there is no border check record, the applicant must apply for a border check exemption.
- Temporary imports can be identified on the TRANLOG and VSPLOG screens by the transaction 'Type' of MR2C.

### **5 Vehicles registered using an MR2B Application for registration of a VIN exempt motor vehicle**

These records cannot be used and do not provide proof of previous NZ registration. These records can be identified using the TRANLOG or VSPLOG screen, 'Type' will be MR2B.

### **6 Vehicles registered in New Zealand, exported, then re-imported**

Use the previous NZ registration record not the border check record. Certification requirements are for a re-registration. Requirements such as Clean Car will not apply.

**Table 1-2-1**

Step	Action		
1	<p>Type &gt;VIN&lt; in the escape field and transmit</p> <p>The 'VIN authority allocation/confirmation' screen displays</p>		
2	<p>Does the vehicle have an identifier?</p>	<p><b>NO</b></p>	<p>Transmit</p> <p>A blank 'VIN allocation' screen displays</p> <p>Continue from Pre-registration and VIN 2 – Vehicle attributes)</p>
		<p><b>YES</b></p>	<p>Type the vehicle identifier in the VIN/chassis field and transmit</p> <p>LANDATA will search for a vehicle record for the identifier entered</p> <p><b>Note</b> : If the identifier has 17 characters (excluding punctuation characters) and does not contain the letters I, O or Q, it is likely to be an ISO VIN. In this case, type the identifier without punctuation characters. If the identifier does not appear to be an ISO VIN, type the punctuation characters but not spaces</p>
3	<p>Is a vehicle found to match the identifier?</p>	<p><b>NO</b></p>	<p>A blank 'VIN allocation' screen displays</p> <p>If the identifier is a valid VIN, this will display in the VIN field. If not, it will display in the chassis number field</p> <p>Used vehicles imported before 1 March 1999 were not required to undergo a border check, so there will not be a vehicle record available on LANDATA. The vehicle owner must supply a biosecurity document and New Zealand Customs entry documents to prove the date of entry into New Zealand</p> <p>Continue from step 4</p> <p><b>Note:</b> If the vehicle had a previous plate, a query can be completed on the PHIS screen to show whether the recorded identifier is different. Refer to Pre-registration and VIN 5-3 for procedures</p>
		<p><b>YES</b></p>	<p>Only one vehicle is found</p> <p>The 'VIN allocation' screen displays with the vehicle details</p> <p>Continue from step 6</p>

Step	Action		
<p>More than one vehicle is found</p>	<p>The 'specify vehicle' screen displays a list of vehicle records with the specified identifier</p> <p>The screen displays four records at a time</p> <p>Enter navigation commands in the scroll field to move between records as required</p> <p>Refer to Table 1-2-2. Navigation commands in the Introduction of this manual</p> <p>Continue from step 5</p>		
<p><b>4</b></p>	<p>Have you entered the correct identifier?</p>	<p><b>YES</b></p>	<p>Continue from step 7</p>
		<p><b>NO</b></p>	<p>Type &gt;R&lt; in the escape field and transmit</p> <p>The previous screen will display</p> <p>Type the correct vehicle identifier and transmit</p> <p>Continue from step 3</p>
<p><b>5</b></p>	<p>Is the correct vehicle record displayed?</p>	<p><b>YES</b></p>	<p>Type &gt;X&lt; in the select field next to the correct record and transmit</p> <p>The 'VIN authority allocation/confirmation' screen displays the details of the selected vehicle</p> <p>Continue from step 6</p>
		<p><b>NO</b></p>	<ul style="list-style-type: none"> <li>• If you have entered the correct VIN/chassis number, continue from step 10</li> <li>• If an incorrect VIN/chassis number has been entered, type &gt;R&lt; in the escape field and transmit to return to the previous screen</li> </ul> <p>Enter the correct VIN/chassis number and continue from step 3</p>
<p><b>6</b></p>	<p>Are the displayed details correct?</p>	<p><b>YES</b></p>	<p>Continue from step 10</p>

Step	Action		
<b>NO</b>	<ul style="list-style-type: none"> <li>• If you have entered the correct VIN/chassis number, continue from step 10</li> <li>• If an incorrect VIN/chassis number has been entered, type &gt;R&lt; in the escape field and transmit to return to the previous screen</li> </ul> <p>Enter the correct VIN/chassis number and continue from step 3</p>		
<b>7</b>	Is a border check date displayed?	<b>YES</b>	Continue from step 10
		<b>NO</b>	Continue from step 8
<b>8</b>	Was the vehicle imported into New Zealand before 1 March 1999?	<b>YES</b>	Continue from step 9
		<b>NO</b>	<p>Type &gt;VSEARCH&lt; in the escape field and transmit to search for the border check record</p> <p>Refer to Pre-registration and VIN 5-4 for procedures</p>
<b>9</b>	Is documentation proving the vehicle was imported before 1 March 1999 provided?	<b>YES</b>	Type the importation date in the border check field and continue from step 10
		<b>NO</b>	<p>Do not continue</p> <p>Advise the vehicle owner to obtain the necessary documentation</p> <p>Type &gt;C&lt; in the escape field and transmit to cancel the transaction</p>
<b>10</b>	Are there any notes to view?	<b>YES</b>	<p>Type &gt;notes&lt; in the escape field and transmit</p> <p>Refer to the <a href="#">LATIS manual</a> for procedures on viewing notes</p> <p><a href="#">LATIS manual</a></p>
		<b>NO</b>	<p>Enter the vehicle attributes</p> <p>Refer to Pre-registration and VIN 2 - Vehicle attributes</p>

Step	Action	
11	<p>Type &gt;VIN&lt; in the escape field and transmit</p> <p>The 'VIN authority allocation/confirmation' screen displays</p>	
12	<p>Do not enter any details in the VIN/chassis field. Transmit</p> <p>A blank 'VIN authority allocation/confirmation' screen displays</p> <p>Enter the vehicle attributes</p> <p>Refer to Pre-registration and VIN 2 – Vehicle attributes</p>	
13	If this message displays	Then ...
	Valid VIN entered	<p>The 17-character VIN is decodable</p> <p>Proceed with VIN assignment</p> <p>Refer to Pre-registration and VIN 3-1</p>
	Chassis number entered	<p>A chassis number has been entered</p> <p>Proceed with VIN assignment</p> <p>Refer to Pre-registration and VIN 3-1</p>
	<p>Chassis number entered</p> <p><b>Warning:</b> VIN does not decode – Contact TRC on 0800 804 580</p>	<p>The 17 character identifier cannot be decoded</p> <p>Do not proceed with the VIN allocation until the identifier is decoded. Contact the Transport Agency who will attempt to decode the VIN from their sources. If this fails, inform the vehicle owner that they are legally required to provide sufficient decode data under Land Transport Rule: Vehicle Standards Compliance 2002</p>
Vehicle identifier matched on external system	<p>A match has been found on the vehicle of interest (VOI) database</p> <p>Proceed with the VIN assignment without causing suspicion</p> <p>Refer to Pre-registration and VIN 3-1</p>	

**Table 1-2-2**

Step	Action		
1	Type >VIN (vehicle identifier)< in the escape field and transmit The 'VIN authority allocation/confirmation' screen displays		
2	Is the correct vehicle record displayed?	YES	Update the vehicle details Refer to Pre-registration and VIN 2 - Vehicle attributes
		NO	Continue from step 3
3	Are you satisfied that no record exists?	YES	Use a blank 'VIN authority allocation/confirmation' screen to enter the vehicle attributes Refer to Pre-registration and VIN 2 - Vehicle attributes
		NO	Contact the Vehicle Certifiers Registers team for assistance

**Figure 1-2-1. Example 'VIN authority allocation/confirmation' screen**

**SCROLL:** If there are more than four examples, you can view the full listing using >NEX< or >BAC< commands in the scroll field to display more records.

**SELECT:** When you have identified the correct record, type an 'X' in the select column next to the record you require and transmit. This will take you to the VIN screen for that record.

**PLATE:** Indicates the vehicle is currently registered.

VIN	Plate	Make	Model	Year	Colours
TRAILER	LOCAL	1974	WHITE		
TRAILER	BURNETT	1971	GREY		
HOMEBUILT	LIGHT	1987	GREY		
LANDROVER	STATION WAGON	1948	BROWN/BLACK		

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