

Correct as at 25th April 2026. It may be superseded at any time.

**Extract taken from:** Entry certification > Introduction > The inspection and certification process > Checksheets and the LT4085

## 5-9 Checksheets and the LT4085

**Applicable legislation:** [Land Transport Rule: Vehicle Standards Compliance 2002](#), section 2.3

### 9.1 Check sheets

The vehicle inspector must use an NZTA-approved check sheet. Check sheet specification and approval application forms are available from the [Vehicle Regulation Technical team](#).

[vehicleregulationtechnical@nzta.govt.nz](mailto:vehicleregulationtechnical@nzta.govt.nz)

[The checksheet must be completed legibly and in full.](#)

A vehicle inspector can determine one of two outcomes:

- a) Passed inspection: Record the determination and issue a WoF or CoF label as set out below
- b) Failed inspection: Record the determination as set out below. The reasons for the failed inspection must be clearly stated.

If requested, a copy of the checksheet must be supplied to the vehicle owner.

### 9.2 The vehicle compliance certificate (LT4085)

If, following the inspection of a vehicle and accompanying documentation, a vehicle inspector determines that the vehicle complies with all applicable requirements in the VIRM: In-service certification and in this manual, the inspector must issue an LT4085 vehicle compliance certificate.

#### VIRM: In-service certification

The inspector must complete the LT4085 form in every detail and sign it. Sample vehicle compliance certificates (LT4085s) are shown in Reference material 5.

#### Reference material 5