

Correct as at 5th June 2026. It may be superseded at any time.

Extract taken from: Entry certification > Inspection and certification > Required documentation and registration

1 Required documentation and registration

1-1 Registering a vehicle for the first time in New Zealand

Under the [Land Transport Act 1998, part 17](#), a vehicle owner/importer must provide documentation that proves that they are legally entitled to lawful possession of the vehicle, and that the vehicle was designed and built to meet New Zealand's vehicle standards. All used vehicles must have original documentation showing the details of their previous registration. The vehicle inspector must be satisfied with all documents provided and may request confirmation or additional information.

- A notarized copy of an original document (signed by a notary public) can be accepted if the original is not available.

All vehicles presented for registration must have a VIN assigned so they can be recorded in LANDATA for tracking and enforcement purposes, even if appropriate documentation is not provided. Entry certifiers must carefully check the VINs for any signs of tampering, by visually inspecting the vehicle identifier and surrounding area from behind. If this is not possible, the entry certifier may chemically remove the paint from the vehicle identifier and surrounding area for inspection purposes with the vehicle owner's permission. If the vehicle owner refuses, the entry certifier must contact NZTA to consider alternative options. A vehicle must not be certified if the vehicle identifier has not been inspected for signs of tampering.

If signs of tampering are detected, the vehicle must not be certified. The entry certifier must advise NZTA immediately (by telephone – please refer to the details in Introduction section 3), and attach suitable notes to the vehicle record using the notes screen.

[Introduction section 3 – Contacts](#)

Documentation queries

Any documentation queries for imported used vehicles (including motorcycles) should be sent to:

vehicleregulationtechnical@nzta.govt.nz

Parallel-imported light new vehicles and new light vehicles presented by the New Zealand distributor without an LT4085N

A new light vehicle is required to have a pre-delivery inspection (PDI) before it can be certified for entry into service. This is carried out by an agent appointed by the manufacturer to ensure all safety systems are armed and operating correctly, and any outstanding warranty or safety recalls have been attended to.

An entry certifier processing a parallel-imported new light vehicle must retain a copy of the PDI checksheet to verify that the PDI has been carried out. The PDI check sheet must identify the name of the company that inspected the vehicle, date it was inspected and be signed by the person who carried out the inspection.

- A PDI is not required for a vehicle imported from Great Britain with a V308 registration document.
- If a vehicle has been written off after the PDI was issued, the original PDI shall be accepted provided the vehicle has been repair certified. A second PDI is not required.

1 Proof of legal possession

(a) Vehicles previously registered

Table 1-1-1 and Table 1-1-2 describe the required documentation to prove legal entitlement to a vehicle (including motorcycles and mopeds).

Table 1-1-1. Proof of legal entitlement (vehicles previously registered)

Country of previous registration	Required documentation
Singapore	<p>For light vehicles:</p> <ul style="list-style-type: none"> • an original vehicle registration card that has been stamped as 'CANCELLED' or 'DEREGISTERED' by the Singapore Land Transport Authority. <p>Example: Reference material 26-1</p> <p>or</p> <ul style="list-style-type: none"> • an original Republic of Singapore de-registration certificate issued by the Singapore Land Transport Authority (NZTA will accept electronic de-registration certificates from Singapore but only on the proviso that they are emailed directly to a KSDP from Singapore Land Transport). <p>Example: Reference material 26-2</p>
Japan	<p>For motorcycles:</p> <ul style="list-style-type: none"> • an original de-registration certificate or export certificate issued by Japan's Ministry of Land, Infrastructure and Transport (MLIT). <p>Example: Reference materials 20, 21 and 22</p> <p>or</p> <ul style="list-style-type: none"> • for motorcycles smaller than 125cc, an original notification of dismantlement. <p>Example: Reference material 25</p>
	<p>For light vehicles:</p> <ul style="list-style-type: none"> • an original de-registration certificate or export certificate issued by Japan's Ministry of Land, Infrastructure and Transport (MLIT). <p>Example: Reference materials 20, 21 and 22</p>

**Country of
previous
registration**

Required documentation

For heavy
vehicles:

- an original de-registration certificate or export certificate issued by Japan's Ministry of Land, Infrastructure and Transport (MLIT).

Example:

[Reference materials](#)

[20, 21](#)
and [22](#)

or

- an original detailed registration history certificate issued by MLIT, which includes full history details of the previous owners in Japan.

Example:

**Country of
previous
registration**

Required documentation

To check the authenticity of the new types of de-registration or export certificates, the KSDP must scan or photocopy the original document.

For certificates issued prior to 1 July 2012 (grey colour) the word "COPY"; appears in large type four times on the page, the document is authentic.

For certificates issued after 1 July 2012 (blue colour), if the word 'COPY' appears in type six times (four in a ring around the centre and another two - one on each side), the document is authentic.

The copy must be kept on the

Country of previous registration	Required documentation
Hong Kong	<p>For all vehicles, the following is acceptable as evidence of previous registration and proof of legal possession, either:</p> <ul style="list-style-type: none"> • an original Hong Kong registration document that has been stamped 'CANCELLED' or 'DEREGISTERED'. <p>Example: Reference material 27</p> <p>or</p> <ul style="list-style-type: none"> • an original Hong Kong registration document and Acknowledgment of deregistration letter showing registration cancelled or deregistered.
Great Britain/UK	<ul style="list-style-type: none"> • An original certificate of permanent export <p>Example: Reference material 64</p> <p>or</p> <ul style="list-style-type: none"> • original documents that prove both previous registration and provide an ownership trail that goes back to the previous registered owner of the vehicle in the UK. <p>Note:</p> <ul style="list-style-type: none"> • A vehicle presented with V308 registration document (Reference material 67) can be processed as a new vehicle. • A vehicle presented with a VX302 registration document (Reference material 68) should be treated as a used vehicle. • If the importer is unable to link themselves back to the previous registered owner they can request an HPI or Experian check for their vehicle. This report will indicate if a vehicle has ID issues, is stolen, has finance owing or is an insurance write-off. Example: Reference material 70 <p>The vehicle owner must still have invoices etc that give them title to lawfully possess the vehicle.</p> <ul style="list-style-type: none"> • If an invoice, registration document, HPI or Experian check says that the vehicle was written off for damage the vehicle must be referred to a repair certifier.

Country of previous registration	Required documentation
Australia	<ul style="list-style-type: none"> • Original documents that prove an ownership trail that goes back to the previous registered owner of the vehicle in Australia. <p>Notes:</p> <ul style="list-style-type: none"> • Registration history documentation may now be accepted in the form of screenshots taken from Australian government databases/websites. It is recommended that the certifier view the information source themselves but this may not always be possible due to access requirements. • As of 1 April 2021 registration history requirements have been relaxed for the Australian market due to difficulties obtaining documentation. If a vehicle does not have proof of previous registration, or if the current owner of the vehicle is not the last registered owner in Australia, the entry certifier must obtain a vehicle PPSR certificate (which must give a clear title, ie no third party security interest) at the website www.ppsr.gov.au (for a sample PPSR report see Reference material 75). The vehicle owner must still have invoices, etc that give them title to lawful possession of the vehicle. • If the vehicle is border checked after 1 July 2013, the copy of the PPSR report will be available from the NZTA BIS database for all vehicles that have been flagged as damaged imports. There will not be a PPSR certificate in the BIS database for vehicles without a damage flag. To obtain a PPSR certificate (from the BIS database) for a vehicle border checked after 1 July 2013, contact the entry certifier Head Office (Technical Manager).). The vehicle owner must still have invoices etc that give them title to lawfully possess the vehicle. • Some auction invoices may be accepted for proof of legal entitlement but not for proof of previous registration (see Reference material 69). • If a registration document or invoice contains the words 'statutory', 'write-off', 'salvage', 'junked' or 'non-repairable' the vehicle must be referred to a repair certifier. <ul style="list-style-type: none"> ◦ If the vehicle is identified as a 'statutory write-off', the entry certifier can contact NZTA who will request the details regarding why the vehicle was written off.
Other	<p>For vehicles previously registered in countries other than Singapore, Japan, Hong Kong and Great Britain:</p> <ul style="list-style-type: none"> • original documents that prove previous registration and provide an ownership trail that goes back to the previous registered owner of the vehicle in the country where the vehicle was last registered, and • certified English translations of all documents not in English (eg bills of sale, purchase receipts, etc) • If a registration document or invoice contains the words 'statutory', 'write-off', 'salvage', 'junked' or 'non-repairable' the vehicle must be referred to a repair certifier.

Table 1-1-2. Proof of legal entitlement (vehicles not previously registered)

Country of origin	Required documentation
USA	<ul style="list-style-type: none">• An original certificate of origin (see Reference material 31) <p>or</p> <ul style="list-style-type: none">• an original purchase documentation (purchase agreement, invoice, receipt, etc)
Japan	<ul style="list-style-type: none">• An original completion inspection certificate (see Reference material 23) <p>or</p> <ul style="list-style-type: none">• an original purchase documentation (purchase agreement, invoice, receipt, etc)
Other	<ul style="list-style-type: none">• An original purchase documentation (purchase agreement, invoice, receipt, etc) <p>or</p> <ul style="list-style-type: none">• documentation linking current owner to the person (or company) who imported the vehicle.

2 Proof of compliance with vehicle standards

A vehicle owner/importer must provide documentation that proves that the vehicle complies with New Zealand's legal requirements. Specific requirements depend on the vehicle's class, date of manufacture and/or date of first registration. Documents not described in Table 1-1-3, or not displaying the correct Japanese characters, must be referred to NZTA for assessment.

Table 1-1-3. Proof of standards compliance

See also:

- [Technical bulletin 11](#) for proof of standards compliance for motorhomes
- [Technical bulletin 28](#) for proof of emissions standards compliance
- [Technical bulletin 31](#) for proof of brakes standards compliance for class MD3, MD4, ME, NB and NC vehicles
- [Vehicle structure 3-2](#) for determining frontal impact compliance.

Vehicle is...	Acceptable evidence of standards compliance
<p>manufactured anywhere</p>	<ul style="list-style-type: none"> • a statement of compliance from the vehicle manufacturer. <p>Example: See Reference material 19</p> <ul style="list-style-type: none"> • Refer to 2.1 Statement of compliance for notes relating to acceptance of a statement of compliance.
<p>OR</p>	
<p>manufactured for the Australian market , or manufactured to Australian standards for other markets</p>	<ul style="list-style-type: none"> • an Australian Design Rules (ADR) plate or label (other than red, green, blue or yellow) affixed to the vehicle <p>Example: See Reference material 32</p> <p>OR</p> <ul style="list-style-type: none"> • Verification of compliance from using the process outlined in Technical bulletin 48: Verification of compliance with Australian Design Rules (ADRs) <p>OR</p> <ul style="list-style-type: none"> • a statement of compliance, See Reference material 19) from the manufacturer, the manufacturer's official New Zealand representative, or an approved third party (such as SoC NZ Ltd.) <p>OR</p> <ul style="list-style-type: none"> • an Australian Design Rules (ADR) second stage of manufacture (SSM) plate or label that meets the requirements of Technical bulletin 41: Entry certification procedures for certain modified vehicles affixed to the vehicle. <p>Note: An ADR plate/label (other than red, green, blue or yellow) that has a place to record an approval number must have an approval number to be acceptable.</p>

Vehicle is...	Acceptable evidence of standards compliance
<p>a used vehicle manufactured for the USA market</p>	<ul style="list-style-type: none"> • a Federal Motor Vehicle Safety Standard (FMVSS) plate or label affixed to the vehicle. <p>Example: See Reference material 30.</p> <p>and</p> <ul style="list-style-type: none"> • original documents confirming the vehicle was first registered in the US <p>or</p> <ul style="list-style-type: none"> • evidence obtained directly from an approved National Motor vehicle Title Information System (NMTIS) website confirming previous registration in the USA (information must be obtained by the entry certifier) <p>or</p> <ul style="list-style-type: none"> • in the case of a light vehicle, original documents confirming the vehicle was first registered in Canada is also acceptable. <p>Notes</p> <ul style="list-style-type: none"> • A list of approved NMTIS websites is available at https://vehiclehistory.bja.ojp.gov/nmtis_vehiclehistory • This does not apply to low volume motorcycles. These motorcycles can be identified by the third character of the VIN, which will be a '9'. Boss Hoss motorcycles with 1B9 VINs are an exception and not LVVs. • In the USA, utes, SUVs, and vans are often marketed with model numbers such as 10, 20, 30 or 150, 250, 350 or 1500, 2500, 3500 (eg Chevrolet K20, Ford F150, Ram 3500). Generally only 150 or 1500 models are light vehicles. Therefore, any 20, 250, 2500, 30, 350, or 3500 models that have an FMVSS plate or label showing a GVM of under 3500kgs must be referred to vehicleregulationtechnical@nzta.govt.nz for approval to process as light vehicles. Include in the referral, photos of all identifiers and manufacturers data plates, and a photo of the entire vehicle. • Motor vehicles produced for (non-export models) and registered within the USA must comply with the U.S. Federal Motor Vehicle Safety Standards (FMVSS). Therefore, they are not required to comply with an exterior projection standard, if unmodified and a rear-view mirror standard is listed.

Vehicle is...	Acceptable evidence of standards compliance
<p>a new vehicle manufactured for the USA market</p>	<ul style="list-style-type: none"> • an FMVSS plate or label affixed to the vehicle. <p>Example: See Reference material 30.</p> <p>and</p> <ul style="list-style-type: none"> • original documents confirming the vehicle was manufactured for the US market and would be permitted for use on public roads in the US. <p>Example: See Reference material 31.</p> <p>Note: This does not apply to low volume motorcycles. These motorcycles can be identified by the third character of the VIN, which will be a '9'. Boss Hoss motorcycles with 1B9 VINs are an exception and not LVVs.</p>
<p>a used light vehicle manufactured for the Canadian market</p>	<ul style="list-style-type: none"> • a Canadian Motor Vehicle Safety Standard (CMVSS) plate or label affixed to the vehicle, <p>Example: See Reference material 58.</p> <p>and</p> <ul style="list-style-type: none"> • original documents confirming the vehicle was first registered in Canada or the USA <p>or</p> <ul style="list-style-type: none"> • evidence obtained directly from an approved National Motor vehicle Title Information System (NMVTIS) website confirming previous registration in the USA (information must be obtained by the entry certifier). <p>Note</p> <p>A list of approved NVMTIS websites is available at https://vehiclehistory.bja.ojp.gov/nmvtis_vehiclehistory</p>

Vehicle is...	Acceptable evidence of standards compliance
<p>a new light vehicle manufactured for the Canadian market</p>	<ul style="list-style-type: none"> • a CMVSS plate or label affixed to the vehicle. <p>Example: See Reference material 58.</p> <p>and</p> <ul style="list-style-type: none"> • original documents confirming the vehicle was manufactured for the Canadian market and would be permitted for use on public roads in Canada. <p>Example: A certificate of origin issued by the manufacturer.</p> <p>Note: This does not apply to low volume motorcycles. These motorcycles can be identified by the third character of the VIN, which will be a '9'.</p>

Vehicle is...	Acceptable evidence of standards compliance
<p>manufactured for European markets , or manufactured to European standards for other markets</p> <p>(EU includes the UK for the purposes of standards compliance)</p> <p>See 'Manufactured for the United Kingdom (UK) market' below for UK type approvals</p>	<ul style="list-style-type: none"> • a European Community (EC) Whole Vehicle Approval plate (see Reference material 29) affixed to the vehicle showing an acceptable whole vehicle approval number, or a UK registration certificate (see Reference material 59) that includes an acceptable whole vehicle approval number, or a UK Certificate of permanent export (see Reference material 64) that includes an acceptable whole vehicle approval number, or an original Certificate of Conformity (see Reference material 49) showing an acceptable whole vehicle approval number. <p>and</p> <ul style="list-style-type: none"> • evidence of compliance with an approved frontal impact standard as required. Note that if the plate or UK registration certificate shows an approval number incorporating the '2001/116' or higher directive (refer to Reference material 29), it can be used to confirm compliance with an approved frontal impact standard. • also refer to Technical bulletin 28 for evidence of compliance with emissions. <p>or</p> <ul style="list-style-type: none"> • a European Community (EC) Whole Vehicle Approval plate (see Reference material 29) indicating a second (or more) stage of manufacture affixed to the vehicle showing an acceptable whole vehicle approval number. (see Technical bulletin 41:Entry certification procedures for certain modified vehicles). <p>or</p> <ul style="list-style-type: none"> • a United Nations Economic Commission for Europe (UN/ECE) compliance plate to prove compliance with all UN/ECE regulations listed on the plate. <p>Example: See Reference material 28.</p> <p>or</p> <ul style="list-style-type: none"> • a DEKRA Certificate of compliance, showing all of the correct standards for the class of vehicle. <p>Example: See Reference material 73a.</p> <p>or</p> <ul style="list-style-type: none"> • a TUV Certificate of compliance showing all of the correct standards for the class of vehicle. <p>Example: See Reference material 73d.</p> <p>Note: External projections standard not required if vehicle unmodified and a rear view mirror standard is listed.</p>

Vehicle is...	Acceptable evidence of standards compliance
<p>manufactured for the United Kingdom (UK) market</p>	<ul style="list-style-type: none"> • Any acceptable evidence for a vehicle manufactured for the European market or United Kingdom markets. Note *e#* or *E#* acceptance also includes *g#* or *G#* at the start of the type approval number. <p>or</p> <ul style="list-style-type: none"> • A new (post Brexit) UK type approval plate (see Reference material 84), registration certificate (see Reference material 59), certificate of permanent export or Certificate of Conformity with a European style type approval code starting with *g* or *G* rather than *e* or *E* (eg g13*2018/858) <p>or</p> <ul style="list-style-type: none"> • A provisional UK type approval plate (see Reference material 84), Registration certificate (see Reference material 59), certificate of permanent export or Certificate of Conformity with a European style type approval code starting with a “p” rather than the European “e” (eg p13*2007/46*1089).
<p>manufactured for the Japanese market but not previously registered in Japan</p>	<ul style="list-style-type: none"> • an original completion inspection certificate. <p>Example: See Reference material 23.</p>
<p>a light vehicle manufactured in Japan for the Japanese market and previously registered in Japan</p>	<ul style="list-style-type: none"> • the original Japanese de-registration certificate or export certificate. <p>Example: See Reference materials 20, 21 and 22.</p> <ul style="list-style-type: none"> • for mopeds, an original notification of dismantlement. <p>Example: See Reference material 25.</p>

Vehicle is...	Acceptable evidence of standards compliance
<p>a vehicle manufactured outside Japan and previously registered in Japan</p>	<ul style="list-style-type: none"> • See also 2.3 Type designation numbers • the original Japanese de-registration certificate or export certificate, containing a type designation number (Note: Motorcycles and mopeds do not need a TDN). <p>Example: Reference materials 20, 21 and 22.</p> <p>See Technical bulletin 27 for alternative proof of compliance from 2/6/2008.</p> <p>or, for vehicles manufactured in Europe</p> <ul style="list-style-type: none"> • See also 2.3 Type designation numbers • the original Japanese de-registration certificate or export certificate, containing a type designation number (Note: Motorcycles and mopeds do not need a TDN). <p>Example: Reference materials 20, 21 and 22.</p> <p>and if the Japanese de-registration or export certificate does not show an acceptable emissions prefix code:</p> <ul style="list-style-type: none"> • a DEKRA Certificate of Compliance containing the appropriate emission standard, see Reference material 73b. <p>or, for vehicles manufactured in the USA or Canada with no TDN</p> <ul style="list-style-type: none"> • a Federal Motor Vehicle Safety Standard (FMVSS) plate or label affixed to the vehicle. <p>Example: See Reference material 30. Or</p> <ul style="list-style-type: none"> • a Canadian Motor Vehicle Safety Standard (CMVSS) plate or label affixed to the vehicle, <p>Example: See Reference material 58.</p> <p>and</p> <ul style="list-style-type: none"> • original documents confirming the vehicle was first registered in the USA or Canada <p>or</p> <ul style="list-style-type: none"> • evidence obtained directly from an approved NMVTIS website confirming previous registration in the US (information must be obtained by the entry certifier). <p>Notes</p> <ul style="list-style-type: none"> • A list of approved NVMTIS websites is available at https://vehiclehistory.bja.ojp.gov/nmvtis_vehiclehistory

Vehicle is...	Acceptable evidence of standards compliance
imported from Singapore	<ul style="list-style-type: none"> • the original Singapore de-registration certificate NZTA will accept electronic de-registration certificates from Singapore but only on the proviso that they are emailed directly to a KSDP from Singapore Land Transport). <p>Example: See Reference material 26</p> <p>and</p> <ul style="list-style-type: none"> • a hard copy or emailed Singapore Land Transport Authority (LTA) technical letter (see Reference material 82). <p>and</p> <ul style="list-style-type: none"> • a letter from NZTA (or appointed agent such as an entry certifier Technical Manager) stating that the Singapore LTA technical letter is acceptable evidence of compliance. <p>See Technical bulletin 27 for alternative proof of compliance from 2/6/2008.</p>
a heavy vehicle previously registered in Japan	<ul style="list-style-type: none"> • the original Japanese de-registration certificate or export certificate. <p>Example: See Reference materials 20, 21 and 22</p> <p>or</p> <ul style="list-style-type: none"> • an original detailed registration history certificate issued by the Japanese Ministry of Infrastructure, Land and Transport (MLIT). <p>Example: See Reference material 24</p>
a heavy vehicle previously registered in the European Union (EU includes the UK for the purposes of standards compliance)	<ul style="list-style-type: none"> • complies with with the brake and seatbelt anchorage standards for heavy vehicles if the vehicle is registered on or after 1 January 2009.
a heavy vehicle from other countries	<ul style="list-style-type: none"> • a list supplied by the manufacturer's representative confirming compliance of nominated systems or components by NZTA may be accepted as evidence that the system or component complied with applicable standards at the time of manufacture.

2.1 Statement of compliance

A statement of compliance is acceptable evidence of standards compliance provided that it is in an approved format and contains all the information and declarations shown in the example ([Reference material 19](#)). The vehicle inspector must check that the standards listed are currently recognised in New Zealand. If a statement of compliance shows a valid European Whole of Vehicle Approval number (eg 2001/116 or later) the vehicle may be accepted for all standards except exhaust emissions.

A manufacturer is not obligated to issue a statement of compliance, and may charge a reasonable fee for issuing one.

A statement of compliance must be:

- completed as fully as possible. If a system or component is not certified as complying with a standard, it should be noted appropriately on the statement of compliance. However, vehicle manufacturers may attach a schedule listing the standards to which the vehicle was certified. In such cases, the statement of compliance should be annotated with 'see attached schedule' and must still be signed and completed
- issued by an authorised manufacturer's representative recognised on the New Zealand Motor Industry Association's (MIA) list (Note 1), or a manufacturer's representative holding an appropriate position (eg homologation manager) with the vehicle manufacturer.

A statement of compliance may mention if a vehicle is subject to any open safety-related recalls. Vehicles are not to undergo certification if they still have open safety-related recalls logged by the manufacturer. Vehicle inspectors must ensure that all outstanding safety-related recalls (recorded on the statement of compliance) are carried out prior to certification. The vehicle owner will need to provide a letter from either the manufacturer's representative (or a franchise dealer) stating that the recall has been carried out. A copy of the letter must be held on the vehicle file.

If a statement of compliance is issued by a New Zealand manufacturer's representative, it must be accompanied by an original letter signed by the same representative on the manufacturer's letterhead, unless the statement of compliance is copied directly onto the manufacturer's original letterhead.

If a statement of compliance is issued by a manufacturer's representative from outside New Zealand for a vehicle make shown on the MIA list, the vehicle inspector must confirm that documentation requirements are met, check that the standards listed are correct and provide a copy (eg fax) to the New Zealand-based representative for the vehicle make as shown on the MIA list.

If a statement of compliance is issued by a manufacturer's representative for a vehicle make not recognised on the MIA list, the vehicle inspector must provide a copy of the statement of compliance to the Safer Vehicles Technical team at safervehicletechnical@nzta.govt.nz for validation. Once validation is confirmed, the vehicle inspector must confirm that documentation requirements have been met and that the standards listed are correct.

Note 1

The New Zealand Motor Industry Association (MIA) has provided a list of manufacturers' representatives who are authorised to issue a statement of compliance. This list is available on the [NZTA website](#) by contacting the NZTA Helpdesk (0800 699 000) or by emailing info@nzta.govt.nz

Note 2

In cases where a manufacturer has listed 'Jisha 899' or 'Jisha 896' instead of a Japanese technical standard, it can be taken to mean that the particular component or system complies with a Japanese technical standard required by New Zealand's vehicle standards rules.

Note 3

If a vehicle is presented for certification and there appears to be an error in the VIN on the vehicle documentation (eg de-registration certificate), the vehicle owner must get confirmation from the vehicle manufacturer or manufacturer's representative that the VIN/chassis number on the vehicle is correct. This information must be forwarded to Vehicles Standards team for consideration.

Note 5

An electronic copy of a statement of compliance can be accepted, provided that it was sent from the manufacturer's homologation department and has been sent directly to the entry certifier from the homologation department.

2.2 Chassis ratings

A heavy vehicle must have a chassis rating approved by NZTA before it can be registered for use on the road. A chassis rating is a set of data used to indicate the chassis's maximum weight, as follows:

- For a vehicle first registered before 1 February 1989 that has not been modified on or after 1 April 2005, the chassis rating contains the gross vehicle mass, gross combination (if applicable) and maximum towed mass (if applicable), as approved or determined by NZTA or a person appointed by NZTA.
- For a vehicle first registered on or after 1 February 1989 or a vehicle that has been modified on or after 1 April 2005, the chassis rating contains the permitted maximum axle and/or axle-set masses (if available), gross vehicle mass, gross combination mass (if applicable) and maximum towed mass (if applicable), as approved or determined by NZTA or a person appointed by NZTA.

[Reference material 37](#) shows the chassis rating request procedure and form templates.

2.3 Type designation numbers

A type designation number (TDN) must be shown on the documentation (ie de-registration certificates and completion inspection certificates) for vehicles manufactured outside Japan for the Japanese market (**Note: motorcycles and mopeds do not need a TDN**). This indicates that the vehicle has been through the Japanese type approval system and complies with all applicable vehicle standards except frontal impact **and emissions**.

If a TDN is not shown on the Japanese documentation, other proof of compliance must be provided. Alternatively, the vehicle owner may apply for an exemption from the requirement to provide TDN information (see [Technical bulletin 27](#)). Some common class MA vehicle models manufactured outside Japan for the Japanese domestic market are shown in Table 1-1-4.

Note 6

Chrysler Jeep Cherokee vehicles are commonly imported as used vehicles from Japan. In many cases, the TDN has been removed from the vehicle documentation due to minor modifications. Jeep Cherokees imported from Japan with an industry model code of 'E-7MX' can be processed for entry certification with or without a TDN displayed on the vehicle documentation, provided they were border checked before 1 February 2008.

Table 1-1-4. Common class MA Japanese makes manufactured outside Japan

Vehicle make	Class MA vehicle model	Country of manufacture
Daihatsu	Gran Max	Indonesia
Ford (commonly no TDN)	Eco Sport	India
	Festiva	Korea
	Fiesta	Germany
	Focus	Germany/Thailand
	Ka	Spain
	Kuga	Germany
	Mondeo	Belgium
	Probe	US
	Taurus	
Honda	Accord Station Wagon CD3, CD7, CD8 and CE1	US
	Accord CV3	Thailand
	Civic Coupe EJ/6/7/8	US
	Civic Hatchback FK/FN	UK
	Civic Type R EP3/FN2/FK2/FK8 (FL5 Japan)	UK
	Element	Thailand
	Fit Aria	US
	Inspire UA4/5	Canada
	Lagreat	Canada
	MDX	US

Vehicle make	Class MA vehicle model	Country of manufacture
NSX NC1	US	
Saver UA4/5	US	
Mitsubishi	Carisma	Belgium and Netherlands
	Eclipse	US
	Magna Stationwagon	Australia
	Mirage A05A/A03A	Thailand
	Diamante	Australia
	Strada K74T	Thailand
	Triton	Thailand
Nissan	Bluebird 'Aussie'	Australia
	Dualis	UK (until Dec 2007) Japan (from Dec 2007)
	e-NV200	Spain
	KICKS P15	Thailand
	Latio N17 (Tiida Latio SC11 made in Japan)	
	March K13	
	Micra C+C (K12 March base convertible)	UK
	Mistral	Spain
	Primera E-FHP11	Great Britain
	AD Station Wagon R-MV FY10	Mexico
Subaru	Traviq	Thailand

Vehicle make	Class MA vehicle model	Country of manufacture
Suzuki	Baleno	India
	Escudo YD21S, YE21S, YEA1S, YEH1S	Hungary
	Splash	
	SX4/SX4 S-Cross	
Toyota	Avensis AZT250, AZT251, AZT255, ZRT272W	UK
	Avalon	US
	Cavalier	
	Hilux GUN125	Thailand
	Liteace S40#M, 40#U, 41#M, 41#	Indonesia
	Scepter	US
	Supra DB82, DB22, DB42, DB02	Austria
	Townace S40#M, 40#U, 41#M, 41#	Indonesia
Tesla	All models	USA
		Mexico

- If a vehicle is affixed with a 17 character ISO VIN, it will not have been manufactured in Japan for the Japanese domestic market with one exception:
 - UD trucks began using 17 character ISO VINs for their Japanese domestic market vehicles in 2015).

2.4 Exemption from vehicle standards requirements

In cases where a vehicle cannot be shown to comply with one or more of the approved vehicle standards it is required to meet in order to be registered in New Zealand, a vehicle may be exempt from a requirement by NZTA under section 168D of the [Land Transport Act 1998](#).

NZTA must be satisfied that the exemption is no wider than needed to deal with the non-compliance.

NZTA must also consider:

- the obligation of NZTA to act in a way that contributes to an effective, efficient, and safe land transport system in the public interest
- the need to maintain or improve land transport safety

- any other matter that NZTA considers appropriate in the circumstances.

NZTA may also impose conditions on an exemption.

Breach of a condition will generally mean that you will be in breach of the requirement exempted from.

Exemptions may be for a fixed period (determined by a date or event).

NZTA can also give exemptions to:

- support the response to an event or emergency
- a class of persons, vehicles, or components

The vehicle owner may apply for an exemption from vehicle standards requirements by submitting a completed [Application for an exemption from Land Transport Rules](#) (CA11) form.

Page amended **30 July 2025** (see [amendment details](#))

1-2 Re-registering a vehicle

If a vehicle has previously been registered in New Zealand, evidence of this (eg a certificate of registration or a LANDATA record) must be provided. The person presenting the vehicle for re-registration must be the same as the person shown on the evidence of previous registration, or must be able to provide a clear ownership trail linking themselves to the vehicle.

All vehicles presented for re-registration must have a VIN assigned to allow the vehicles to be recorded in LANDATA for tracking and enforcement purposes, even if appropriate documentation is not provided. Entry certifiers must carefully check the VINs for any signs of tampering, by visually inspecting the vehicle identifier and surrounding area from behind. If this is not possible, the entry certifier may chemically remove the paint from the vehicle identifier and surrounding area for inspection purposes with the vehicle owner's permission. If the vehicle owner refuses, the entry certifier must contact NZTA to consider alternative options. A vehicle must not be certified if the vehicle identifier has not been inspected for signs of tampering.

If signs of tampering are detected, the vehicle must not be certified. The entry certifier must advise the NZ Police and NZTA immediately, and attach suitable notes to the vehicle record using the 'notes' screen.

To carry out re-registration, the entry certifier must certify the vehicle in accordance with applicable requirements and complete an LT4085U, provided that proof the vehicle was previously registered in New Zealand is presented and no modifications or repairs that affect compliance with applicable requirements have been carried out.

1.1 Proof of previous New Zealand registration unavailable

In cases where the vehicle owner is not able to provide a certificate of registration or LANDATA record to verify that the vehicle was previously registered in New Zealand:

The vehicle owner must provide satisfactory evidence of previous registration in New Zealand, such as:

- photographs of the complete vehicle
- receipts for insurance, repairs, periodic in-service inspections (WoFs), etc
- manufacturers', importers' or dealers' records that show the vehicle was originally imported or manufactured in New Zealand
- written anecdotal vehicle history from previous owners. This must be considered with caution; a statement that someone recognises the vehicle is not sufficient.

If there is a possibility that the vehicle is a replica, a used import or a vehicle assembled from parts, particularly if it is a higher value, classic or collectable vehicle, do not continue (Note 1).

If you have any doubt, do not continue (Note 1). Refer the vehicle owner to NZTA, Exemptions and Registers Integrity Team for a decision.

Note 1

A VIN must still be affixed to the vehicle if appropriate. A vehicle record must be created or updated in LANDATA, including notes explaining why the inspection and certification has not continued.

1.2 Entitlement to register

The following documents may be used as proof of a clear ownership trail for a vehicle undergoing the re-registration process:

- a signed receipt from the last registered owner
- an original buyer tax invoice from **some auction organisations as detailed in [Reference material 69](#)**
- a signed statutory declaration. Note that there is no set format, but a statutory declaration must include the following statements:
 1. 'Solemnly and sincerely declare/affirm that', and
 2. 'I make this solemn declaration conscientiously declaring the same to be true and by virtue of the Oaths and Declarations Act 1957'.

In all cases the person presenting the vehicle for re-registration must be the person listed on the supplied documentation and the following information must also be listed:

- the vehicle's make, model, VIN/chassis number
- date of purchase
- Name and address of seller (in the case of a Turners Auctions invoice, the Turners Auctions letterhead is acceptable).

Note 2

If the vehicle was written off for body or structural damage, the vehicle must be inspected using the same structural inspection process as for a post-1991 vehicle.

Note 3

If there is proof from the insurance company that the vehicle was written off for reasons other than body or structural damage, no referral to a repair certifier is required unless the structural condition of the vehicle exceeds the threshold for requiring repair certification.

2 Re-registration of pre-1991 vehicles

If a light vehicle was manufactured before 1991 and first registered in New Zealand before 1 January 1991, the vehicle does not need to undergo the same inspection and certification process as a vehicle being registered for the first time in New Zealand. Provided the vehicle meets applicable requirements for structural condition as detailed in 3-4 Vehicle structure – Threshold for requiring repair certification, and has not been de-registered as a result of a write-off for

insurance purposes, the vehicle may be inspected according to current in-service procedures.

3-4 Vehicle structure – Threshold for requiring repair certification

3 Re-registration of post-1991 vehicles

If a vehicle was manufactured after 1 January 1991 and previously registered in New Zealand, or manufactured before 1 January 1991 but not registered in New Zealand until after this date, the vehicle must undergo a full structural inspection with trim removal and an invasive brake inspection as part of the inspection and certification process.

Note 4

If there is proof from the insurance company that the vehicle was written off for reasons other than body or structural damage, no referral to a repair certifier is required unless the structural condition of the vehicle exceeds the threshold for requiring repair certification.

4 Re-registration of class LA, LB vehicles (mopeds)

4.1 Re-registration of pre-1 July 2011 mopeds

If there is evidence that a moped has been previously registered in New Zealand before 1 July 2011 then the vehicle does not need to undergo the same inspection and certification process as a vehicle being registered for the first time in New Zealand. All that is required is proof of previous registration and proof of ownership. There is no requirement to inspect the vehicle.

4.2 Re-registration of post-1 July 2011 mopeds

If a moped that was first registered in New Zealand on or after 1 July 2011 is presented for re-registration, it must undergo the inspection and certification process to ensure that it is safe to be operated.

Note 5

Refer to [Technical bulletin 35](#) for certification requirements for new, used and re-registered mopeds.

5 Inspection requirements for a vehicle changing class

If a vehicle is being registered as a different class, the vehicle may be inspected according to current in-service procedures, provided it meets applicable in-service requirements for structural condition and has not been de-registered as a result of a write-off for insurance purposes. Re-certification of specialist certification may be required as a result of this inspection.

6 De-modified vehicles

If an entry certifier is presented with a vehicle that has been modified back to original specifications, it should be checked by a low volume vehicle certifier to confirm that it has been correctly restored to original specifications. The LVV certification plate must be removed and returned to the Low Volume Vehicle System Administrator. The de-modification must be noted in LANDATA.

1-3 Customs-seized vehicles

1 Entitlement to register

A Customs-seized vehicle presented for entry-level certification must be presented with a letter from New Zealand Customs identifying the vehicle, and stating that it is a Customs-seized vehicle and that Customs have title to lawful possession.

2 Proof of standards certification

If the vehicle was manufactured and registered overseas prior to 1 January 1991, documentation to prove standards compliance will not be required.

If the vehicle was manufactured and registered overseas after 1 January 1991, documentation proving standards compliance must be provided.

1-4 Temporarily imported vehicles

A temporary vehicle import is a vehicle that is brought into New Zealand by a resident of another country, usually for a maximum of 12 months, while remaining registered in its country of origin. The vehicle must be exported from New Zealand within the allowed temporary entry period.

Before a vehicle is released to its owner, it must be inspected by the quarantine service of the Ministry of Agriculture and Forestry (MAF).

The vehicle must be licensed in New Zealand as an overseas visitor's vehicle. In addition, the vehicle's registration in its country of origin must remain current for the duration of its stay in New Zealand, and must remain in the name of the person who imported the vehicle into New Zealand. The overseas registration plates must remain on the vehicle; it does not need New Zealand plates.

The owner of a temporarily imported vehicle must provide:

- a completed 'Application for registration of an overseas visitor's vehicle' form (MR2C)
- proof that the vehicle is currently registered in his/her name in its country of origin (eg by providing original vehicle registration documents)
- a *Carnet de Passage* or temporary import entry
- identification that shows the vehicle owner's name, date of birth and signature
- payment of an Accident Compensation Corporation (ACC) levy (but none of the other registration and licensing fees).

See the [LANDATA agent's manual](#) chapter 4-B for further information.

The vehicle does not need to meet New Zealand's requirements for entry certification. However, an entry certifier must carry out a basic safety inspection before issuing a warrant of fitness (WoF) or certificate of fitness (CoF) label for the vehicle. The vehicle does not need to comply with New Zealand-approved standards, or requirements for specialist certification (eg low volume vehicle modifications). A vehicle imported for temporary use must at least meet the provisions set by the *Geneva Convention on Road Traffic 1949*, which are outlined in:

[Technical bulletin 5 – Inspection requirements for temporary vehicle imports.](#)

If an owner decides to keep a vehicle permanently in New Zealand that was originally a temporary import, they will need to go through the same certification process that is used for a permanent import.

See [Pre-registration and VIN, section 1-2.4](#)

1-5 Annex C: conditional operation of a vehicle

For this page **inspection for entry or re-entry into service** means all entry requirements and those CoF requirements applicable to the state of the vehicle.

An Annex C can be issued only in the following situations:

1. To a vehicle that has not been certified for entry or re-entry into service and is to be **operated on a trade plate** only for one or more of the purposes, and subject to the conditions, listed below.
2. To a partially completed (eg cab chassis) heavy vehicle that has passed inspection for entry or re-entry into service, and will be (or has already been) registered, and is to be operated only for one or more of the purposes, and subject to the conditions, listed below.

Purposes for conditional operation

- demonstration of a vehicle
- delivery of a vehicle
- completion of construction of a vehicle
- repair or modification of a vehicle
- road-testing of a vehicle in connection with inspection and certification
- evaluation or testing of a vehicle.

[Reference material 47](#) shows a sample Annex C permit.

1. For a vehicle that has not been certified for entry or re-entry into service and is to be operated on a trade plate

(see [Diagram 1](#))

If such a vehicle is presented, an inspector must:

1. Inspect the vehicle's safety items to determine, on reasonable grounds, if it is safe to operated, subject to conditions, in accordance with the Annex C Permit. If the vehicle passes the inspection, an Annex C permit can be issued.
2. VINs must be checked for validity or if no VIN affixed, assigned and affixed by an entry certifier.

Refer to [VIN assignment](#) as certain requirements apply.

3. Check the vehicle attributes and enter or update the details using the VIN screen. If the vehicle does not have a body fitted, body type should be recorded as >CC (cab chassis)<
4. Enter a record of the Annex C permit into the Notes screen of Landata, and a note that the vehicle cannot be registered until it passes entry certification
5. Enter the appropriate certifier ID (see below) in the 'Certifier ID' field.

Entry certifier	Certifier ID
Vehicle Testing New Zealand	TCERTVT
Vehicle Inspections New Zealand	TCERTVI
Automobile Association	TCERTAA
ITAS Ltd	TCERTITAS
Canterbury Vehicle Compliance Ltd	TCERTCVC
Drivesure	TCERTDS
Heavy Vehicle Inspections Limited	TCERTHVIL

At a later date, when the vehicle is to be registered or when the vehicle is certifiable, it must be presented to an entry certifier for entry certification. If the vehicle passes the entry inspection and is registered, a certificate of fitness (CoF) and certificate of loading (CoL) will be issued. The entry inspector **must** identify and update all vehicle attributes as required. If it is still partially complete, process 2 can be followed.

2. For a partially completed (eg cab chassis) heavy vehicle that has passed inspection for entry or re-entry and will be (or has already been) registered at that time

(see [Diagram 2](#))

If such a vehicle is presented, an certifier must:

1. Inspect the vehicle's safety items in accordance with the requirements for an entry certification. If the vehicle passes the inspection, an Annex C permit can be issued
 2. Check the vehicle VIN and attributes and enter or update the details using the VIN screen. If the vehicle does not have a body fitted, body type should be recorded as >CC (cab chassis)<
 3. The following fields must be obtained and entered at this stage to allow the purchase of RUC:
 - Number of axles
 - Axle spacings
 - Tyre ply
 - Tyre configuration.
1. A CoF isn't issued. The operator is provided with an Annex C permit instead
 2. When the vehicle has been completed, it must be presented to a CoF inspector for an in-service inspection and the inspector must verify and update the vehicle's attributes (eg axle spacing, LT400s, etc.)
 3. When the vehicle passes the inspection, a certificate of fitness (CoF-B) and certificate of loading (CoL), as needed, will be issued
 4. Enter the certifier ID in the 'Certifier ID' field.

When the vehicle has been completed, it must be presented to the certifier for an in-service inspection and to update the vehicle's attributes.

When the vehicle passes the inspection, a certificate of fitness (CoF) and certificate of loading (CoL), as needed, will be issued. The vehicle inspector **must** update all vehicle attributes as required.

Note 1

If the vehicle is complete (but uncertifiable) and requires modification and/or specialist certification (such as a LHD truck), **it cannot be registered on an Annex C.**

Note 2

A vehicle that is in-service and is a partially completed heavy vehicle, may be issued an Annex C. **This does not apply to completed vehicles that are waiting for HVS certification or issue of the LT400.**

A vehicle (such as a completed vehicle that is waiting for HVS certification or the issue of an LT400) that is in-service and is not a partially completed heavy vehicle may be issued with an in-service conditional permit (28 day permit) only.

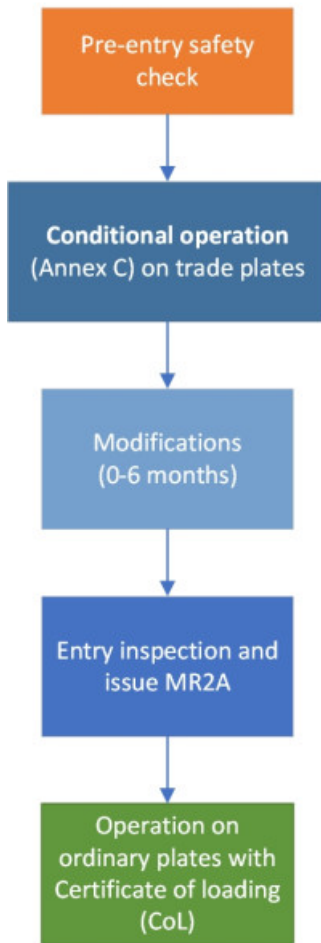
Note 3

It is not expected that an Annex C permit be issued more than once, further permits can only be re-issued if the inspector is satisfied that the conditions of the Annex C permit are being and have been upheld.

Process diagrams

1. For a vehicle that has not been certified for entry or re-entry into service and is to be operated on a trade plate

Any heavy vehicle

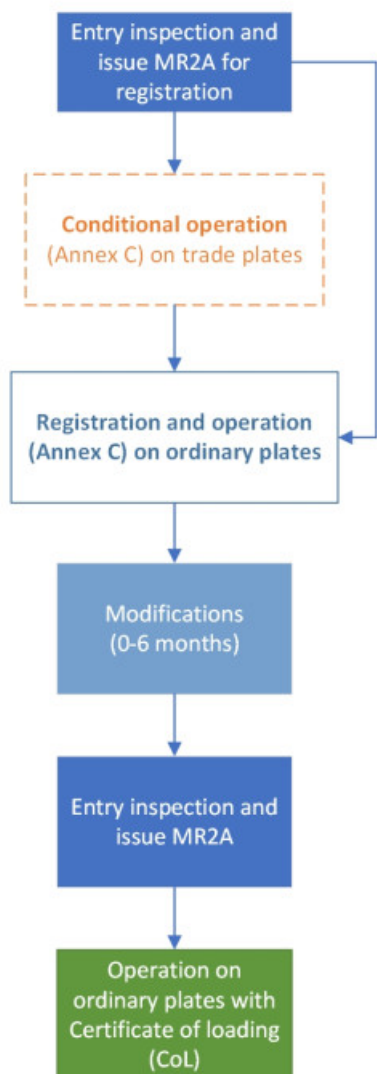


2. For a partially completed (eg cab chassis) heavy vehicle that has passed inspection for entry or re-entry and will be (or has already been) registered at that time.

Note: while an MR2A is issued after passing entry inspection, registration can be delayed until the vehicle is delivered to the new owner. A trade plate must be used until registered.

Diagram 2. Partially complete heavy vehicle

Partially-complete heavy vehicle



Page amended **4 March 2024** (see [amendment details](#)).

Page updated **4 March 2024** (see [details](#))

1-6 Specialist certification

In some cases, an entry certifier may be presented with a vehicle that requires specialist certification. Where specialist certification is received, the entry certifier must ensure the details of the certification are entered into the IVCERT screen before the vehicle is released from their control.

1 Repair certification

If a vehicle has undergone repair certification, it must be presented with the carbon copy of the Light vehicle repair record of determination (LT308). A sample is shown in Reference material 6. A repair certifier is only required to give the vehicle owner a copy of the LT308. Copies of supporting documentation, such as chassis or wheel alignment reports, may be attached.

An entry certifier must not accept an LT308 if it has not been completed and signed off on all pages by an authorised repair certifier. Sections that are not applicable must have a line drawn through them, with the repair certifier's signature at the bottom of the page.

2 Low volume vehicle certification

If a vehicle is LVV certified, a *Statement of compliance under the LVV code* form (F001) endorsed by an original LVVTA stamp and signed by the LVV system auditor must be provided and an LVV certification plate must be affixed to the vehicle.

[Reference material 9](#) shows a sample F001 form.

If a low volume vehicle has been de-registered, it does not require another F001 form in order to be re-registered unless it has had additional modifications since it was last LVV certified.

If a vehicle is fitted with an electronic LVVTA data plate/disc then the F001 form is not required.

Figure 1-7-1 Sample LVVTA electronic data plate



If the LVV system auditor has verified that the vehicle has been certified correctly, detailed LVV compliance checksheets do not need to be presented. However, if the entry certifier is not satisfied with the documentation and/or vehicle presented, further documentation may be requested.

NZTA recognises a limited number of overseas low volume vehicle certifications. Imported low volume vehicles presented for entry certification must be referred to a New Zealand LVV certifier unless:

- they are a light vehicle that has been modified and type certified to the “European Community Whole Vehicle Type Approval” (ECWVTA) system.

[Technical bulletin 41: Entry certification procedures for certain modified vehicles – more information.](#)

Note 1

If a modified vehicle is imported from Japan, it must be LVV certified unless it can be proven that the manufacturer carried out the modification. Markings on the de-registration or export certificate (eg 'KAI' marks) are not an acceptable means of determining the modifier.

A 'KAI' mark, like this 改, after the model code on the deregistration or export certificate indicates that the vehicle has been modified and may no longer meet the required standards. Check carefully that the vehicle complies with required standards and does not have modifications needing certification.

2.1 Locally manufactured new or scratch-built vehicles

If an entry certifier is presented with a locally manufactured new or scratch-built vehicle, the entry certifier must check that an approved LVV certifier has certified the vehicle if required.

If the vehicle description on the overseas registration documents does not match New Zealand legislation or definitions, the New Zealand legislation and definition will take precedence. This is usually regarding, but not limited to, make, model, year of manufacture and first registration date for replicas, hot-rods and re-built vehicles.

If the vehicle meets the definition of scratch-built, the date of manufacture will be the date the vehicle was completed in scratch-built form, not the date on the overseas registration documents. The make and model should be described as outlined for scratch-built vehicles in Pre-registration and VIN section 2-2(10). This may vary from the description on the overseas paperwork.

Pre-registration and VIN section 2-2(10)

In such cases, the vehicle owner will need to bring the vehicle up to the standards and requirements applicable to the scratch-built manufacture date.

If you have queries or doubts on specific vehicles, refer to the Vehicle Certifiers Registers team, providing copies of all paperwork, an accurate description of the vehicle and the source of its various components, donor vehicles and/or parts.

2.2 Modified production vehicles

If an entry certifier is presented with a modified production vehicle, the vehicle owner must provide evidence of LVV certification regardless of the date when the modifications were completed.

Note 3

From 1 November 2016 any light vehicle that has been modified and type certified to the "European Community Whole Vehicle Type Approval" (ECWVTA) system can be entry certified without requiring referral to an LVV certifier for specialist certification. See [Technical bulletin 41: Entry certification procedures for certain modified light vehicles](#).

Note 4

A 'modification declaration' is not evidence of LVV certification. If a modified production vehicle is presented for re-entry certification with a modification declaration form, that vehicle must be referred to a LVV certifier. A modification declaration form ceases to be valid once a vehicle's registration has lapsed or the vehicle has had its registration cancelled (de-registered).

Note 5

There are some minor modifications that are excluded from LVV certification, provided they fall below the VIRM: In-service certification for modification thresholds.

VIRM: In-service certification

However, when the in-service modification threshold includes a grandfather clause (such as 'The modification was carried out before 1/3/1999'), that exclusion from LVV certification only applies to vehicles continuously registered in New Zealand from before that date. A grandfather clause is not a valid exclusion from LVV certification for the purposes of entry or re-entry.

Heavy vehicle specialist certification

If a vehicle has undergone heavy vehicle specialist certification, it must be presented with a Heavy vehicle specialist certificate (LT400).

[Reference material 7](#) shows a sample LT400.

An certifier must not accept an LT400 if it has not been completed and signed by an authorised heavy vehicle specialist certifier with the appropriate certification category.

Table 1-6-1 sets out the minimum documentation requirements to be presented and retained by an entry certifier following heavy vehicle specialist certification. A vehicle requires a separate LT400 for each component that is certified to a specific code or standard. Additional supporting documents may be supplied in order to record all applicable information.

Table 1-6-1. Documentation requirements for heavy vehicle specialist certification

Certification category	Description	Required documentation
HVEC, HMCD	Chassis, suspension, steering, PSV rollover strength, PSV stability	LT400 Heavy vehicle specialist certificate
HVET, HMTD	Towing connections	LT400 Heavy vehicle specialist certificate
HVEA, HMAD	Load anchorages	LT400 Heavy vehicle specialist certificate
HVEL, HMLD	Log bolster attachment code	LT400 Heavy vehicle specialist certificate
HVEK, HMKD	Brake modification including New Zealand Heavy Vehicle Brake Specification (HVBNZ)	LT400 Heavy vehicle specialist certificate
	Heavy vehicle brake code (HVBC)	LT400 Heavy vehicle specialist certificate, and Statement of Compliance with the HVBC
HVS1, HVS2	Static roll threshold (SRT)	LT400 Heavy vehicle specialist certificate and SRT compliance certificate
HVP1	Swept path certification	LT400 Heavy vehicle specialist certificate
HVS2	Performance based standards	LT400 Heavy vehicle specialist certificate

Recording specialist certifiers and certification

Step	Action
1	<p>Type >IVCERT< in the escape field and transmit.</p> <p>The 'vehicle certification' screen displays.</p>
2	<p>Type one of the following fields:</p> <ul style="list-style-type: none"> • the VIN in the VIN field, or • the plate number in the plate number field.
3	<p>Transmit.</p> <p>The vehicle and owner details will display.</p>
4	<p>Change the maintenance field at the top of the screen from >INQ< to >CHG<.</p>
5	<p>Type the certifier ID in the Certifier ID field.</p>
6	<p>Type >A< in the mnt field.</p>
7	<p>Type the vehicle certification type code in the type field.</p> <p>The code should be provided on the certificate, or refer to Table 1-6-2 and Table 1-6-3.</p> <p>The types of certification permitted for an individual certifier can be viewed on the ICISS screen (this procedure is described in the LANDATA manual).</p>
8	<p>Type the certificate number in the Number field.</p>
9	<p>Type the specialist certifier's LANDATA ID in the Iss.ID field.</p> <p>This should be provided on the certificate, or by searching on the ISRCH screen (this procedure is described in the LANDATA manual).</p>
10	<p>Type the issue date of the certificate in the Iss.Date field.</p>
11	<ul style="list-style-type: none"> • If an expiry date is recorded on the certificate, type this in the Exp.Date field. • If expiry mileage is recorded on the certificate, type this in the Exp.Odo field. <p>These fields are not used for repair or LVV certification, but may be applicable to some heavy vehicle certificates.</p>

Step	Action
12	<p>Note the area of the vehicle covered by the certificate as specifically as possible in the comments field and transmit.</p> <ul style="list-style-type: none"> • "Refer to Notes screen" may be recorded if there is insufficient space in the IVCERT comments field, and • the vehicle inspector must record the area of the vehicle covered by the certificate as specifically as possible in the Notes screen.

Table 1-6-2. Light vehicle certification type codes

Description of certification type	Code	Description of certification type	Code
Commercial modifier type certification	LVCM	Modified production – limited	LV1A
Modified production – extended	LV1B	Modified structures (M and N Class)	LV1C
Ext. modified and scratch-built (M and N class and tricycles)	LV1D	Motorcycle modification	LV2A
Motorcycle scratch-built	LV2B	Tricycles – modified and scratch-built	LV2C
Disability adaptation	LV3A	Disability adaptation – structural	LV3B
Electric vehicles	LV4	Authority card	LVAC
Modified production right-hand drive conversions	LVRH	Repair	REP

Table 1-6-3. Heavy vehicle certification type codes

Description of certification type	Heavy vehicle specialist certifier type		
	Engineer	Manufacturer (until 31 July 2013)	Manufacturer (from 1 August 2013)
Chassis, suspension, steering, PSV rollover strength, PSV stability	HVEC	HVMC	HMCD
Brake modification including New Zealand Heavy Vehicle Brake Specification (HVBNZ)	HVEK	HVMK	HMKD
Log bolster	HVEL	HVML	HMLD
Towing connection	HVET	HVMT	HMTD
Load anchorages	HVEA	HVMA	HMAD
Static roll threshold (SRT)	HVS1 HVS2		
Swept path certification	HVP1		
Performance based standards	HVP2		

- A new manufacturing certification regime is in place from 1 August 2013, whereby the certifier is the individual who signs the LT400 and who has signed up to a 'Notice of Approval' with NZTA. From 1 August 2013 any LT400s using the HVM* designation signed on or after that date will be invalid.

Page amended **21 August 2024** (see [amendment details](#))

1-7 Document availability

Original documentation means the actual authentic document that was provided by the issuing person or organisation. **A fax or photocopy is not an original document.**

Certified English translations (other than for Japanese deregistration certificates, export certificates and certificates of completion) must be provided for all documents not provided in English (eg registration history certificate, bills of sale, and purchase receipts). This must include a covering letter from the translation service that refers to the vehicle's chassis number.

Inspecting vehicles without original documentation

Original documents previously sighted

If an entry certifier is presented with a photocopy of the original de-registration papers but originals have been previously sighted, they must contact NZTA's Compliance Response Team (Light Vehicle Exemptions). The certifier will be required to sign a statement declaring that original documents have been sighted. This statement must be held in the vehicle file.

Original documents not presented

When a vehicle is presented for entry certification but the vehicle owner has not yet received the original documentation, the inspection process may be started with a photocopy or faxed copy of the original document.

In such cases, the vehicle inspector must:

- record in the LANDATA notes against the vehicle record that certification cannot be completed until the original documentation has been presented.
- identify in the LANDATA notes what actual original documents need to be presented.

When the original documentation is presented there must be dual sign off (on the check sheet) by two independent persons (eg certifier and VIN quality controller/checker) to verify that the documentation has been presented.

Important: An MR2A must not be issued until the original documents have been presented.

No documentation available (vehicles previously registered in Japan)

If the vehicle owner/importer has lost the original documentation, Japan's Ministry of Land, Infrastructure and Transport will not issue additional copies. The vehicle owner/importer can apply (using form Lost de-reg/export certificate (CA02)) to NZTA to consider use of alternative documentation. This may take some time to process, and will involve some costs to the importer.

Lost de-reg/export certificate (CA02)

The following procedure explains the requirements for requesting use of alternative documentation.

1. The vehicle owner/importer must provide an original Japanese detailed registration history certificate (Sho-Sai-Toroku-Sho-Mei).
2. The vehicle owner/importer must provide original documents showing an ownership history that links the current owner to the last registered owner in Japan, and displays full details of all previous owners in Japan.
3. Certified English translations must be provided for all documents not provided in English (eg the Japanese detailed registration history certificate, bills of sale, and purchase receipts). This must include a covering letter from the translation service that refers to the vehicle's chassis number.
4. The vehicle owner/importer must provide evidence that a de-registration certificate has been issued to them for the vehicle.
5. The vehicle must be independently checked to verify that the VIN is the original vehicle identifier as attached by the manufacturer. This must be verified in writing by a entry-level vehicle inspector appointed by NZTA.

Documentation does not match vehicle

If a vehicle is presented with documentation that does not match the vehicle (eg the VIN, chassis number, body style etc on the vehicle is not the same as that recorded on the document), a satisfactory reason for the discrepancy needs

to be provided before the vehicle can be certified.

The importer should first see if the manufacturer or registration authority in the country of registration can provide an explanation. If this information cannot be obtained, or it does not confirm a mismatch between the documentation and the vehicle, and provide the correct identity, the entry certifier can apply to NZTA for approval to continue with the certification process.

In such cases, the entry certifier must:

1. assign and attach a VIN number to the vehicle using the identifier located on the vehicle. Notes must be recorded in LANDATA indicating that the documentation does not match the vehicle

2. submit the following material to NZTA for consideration:

a) a completed 'VIN approval request form'

(see [Reference material 53](#))

b) copies of all required paperwork

c) a covering letter outlining the problem.

Page amended **1 November 2018** (see [amendment details](#))

Page updated **16 October 2023** (see [update details](#))

1-8 Inspection

Every vehicle presented for an MR2A registration form, other than an approved new vehicle, must be inspected to verify that it complies with applicable requirements.

The inspection of the vehicle must be carried out according to the requirements set out for vehicle components or component groups in this manual. An approved checksheet must be used to record the details of the inspection carried out on each vehicle. This checksheet is used to record the necessary information against each item as it is inspected. The result of the inspection must be recorded on the checksheet. It must be signed by the certifier and filed in such a way that it can be retrieved by specifying the VIN. The certifier must complete a vehicle compliance certificate (LT4085) for the vehicle. If the vehicle passes the inspection, an MR2A registration form may be issued.

1-9 The MR2A

Printing an MR2A registration form for issue is acknowledgement by the issuer that the vehicle defined on the MR2A complies with applicable requirements. An MR2A is only valid for two years from the date of certification.

If the vehicle is not registered within two years, it must be recertified. For vehicles imported from countries other than Japan, and for which the MR2A has expired, the following applies. The site that is recertifying the vehicle will be required to sight and retain the original compliance documents (export certificate, statement of compliance, etc). If the site recertifying the vehicle did not carry out the original certification the vehicle owner will be required to obtain the original documents and provide these to the new certifier. The original certifier can retain a copy of the compliance documents on their file for the vehicle.

The documents should only be released to the original customer or, if it's not the original customer, apply the same rules as for reprinting an MR2A – a release in writing from the original customer.

Step	Action											
1	Select a vehicle using the procedures outlined in Pre-registration and VIN 1 - Vehicle records The 'VIN authority allocation/confirmation' screen displays.											
2	Are the vehicle details correct?	YES	Continue from step 3.									
		NO	<ul style="list-style-type: none"> • If the VIN is correct, continue from step 3. • If the VIN is incorrect, type >VIN (space) (correct VIN number)< in the escape field and transmit. Continue from step 1.									
3	Are there any notes attached to the vehicle?	YES	Type >NOTES< in the escape field and transmit. The notes screen displays. See Pre-registration and VIN 5-1 for notes screen procedures. Once completed, continue from step 4.									
		NO	Continue from step 4.									
4	Did the vehicle pass the inspection?	YES	Continue from step 5.									
		NO	Type >NOTES< in the escape field and transmit to record details of the vehicle faults. The notes screen displays. See Pre-registration and VIN 5-1 for notes screen procedures. Once completed, continue from step 5.									
5	Complete the following fields. <table border="1" data-bbox="233 1572 1455 1948" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th data-bbox="233 1572 438 1711">In the field ...</th> <th data-bbox="438 1572 655 1711">If the result is a ...</th> <th data-bbox="655 1572 1455 1711">Type ...</th> </tr> </thead> <tbody> <tr> <td data-bbox="233 1711 438 1850">Certifier ID</td> <td data-bbox="438 1711 655 1850">pass</td> <td data-bbox="655 1711 1455 1850">the unique identifier (not the name) of the inspector who certified compliance of the vehicle.</td> </tr> <tr> <td data-bbox="233 1850 438 1948">Print MR2A</td> <td data-bbox="438 1850 655 1948">pass</td> <td data-bbox="655 1850 1455 1948">>Y<</td> </tr> </tbody> </table>			In the field ...	If the result is a ...	Type ...	Certifier ID	pass	the unique identifier (not the name) of the inspector who certified compliance of the vehicle.	Print MR2A	pass	>Y<
In the field ...	If the result is a ...	Type ...										
Certifier ID	pass	the unique identifier (not the name) of the inspector who certified compliance of the vehicle.										
Print MR2A	pass	>Y<										

Step	Action		
	In the field ...	If the result is a ...	Type ...
	fail	>N<	
	Compliance Ind	pass	>Y<
		fail	>N<
6	<p>Transmit.</p> <p>The vehicle record is updated.</p> <p>If the vehicle passed entry-level certification and Compliance Ind = Yes, an MR2A registration form prints. Provide the customer with both copies of the form. The vehicle will not be approved for registration until a WoF or CoF is keyed and all Clean Car Standard requirements are met.</p>		

Issuing an MR2A for approved new vehicles

There are a number of vehicle manufacturers and importers whose vehicles can be issued with an MR2A registration form without having to be certified by an entry-level vehicle inspector. It must be a complete, standard production vehicle (except bare chassis or cab/chassis units that require additional construction and have the appropriate temporary certification).

In cases where authorised manufacturers or importers are unable to access LANDATA (eg they do not have an electronic connection to LANDATA, or there is a problem with their connection), the process described below must be used to issue an MR2A to the vehicle. The manufacturer or importer must provide an [LT4085N](#) and a Fuel Consumption Statement and CO2 Account ID. No other documentation is required.

The vehicle must be presented by a known representative of the manufacturer/importer. The certifier may check the manufacturer ID using the ISRCH or IVSRC screen (see Pre-registration and VIN 5-2). If in doubt, contact the Palmerston North Office 0800 804 580 for approval.

If the vehicle manufacturer has not assigned a valid VIN, one will need to be assigned to the vehicle before an MR2A can be issued. (For further information, refer to Pre-registration and VIN 3-1). The procedure for issuing an MR2A registration form for an approved new vehicle is outlined below.

Step	Action		
1	Is the manufacturer's or importer's vehicle compliance certifier ID known?	YES	Continue from step 2.
		NO	Type >ISRCH< in the escape field and transmit. The 'VSR certifier search' screen displays. See Pre-registration and VIN 5-2 for procedures on searching for a certifier ID.
2	Is the LT4085 from the manufacturer complete and correct?	YES	Continue from step 3.
		NO	Do not continue – you cannot issue an MR2A registration form until the customer presents a complete and correct LT4085 .
3	Type >VIN (space) (the vehicle's VIN)< in the escape field and transmit. A blank 'VIN allocation' screen displays.		
4	Enter the vehicle details in the appropriate fields.		
5	Complete the following fields.		
In the field ...		Type ...	
Certifier ID	the name and certifier ID of the certifier who carried out the inspection and certification.		
Print MR2A	>Y<		
Compliance Ind	>Y<		
6	<p>Transmit.</p> <p>The vehicle record is updated. The MR2A registration form prints. Provide the customer with both copies of the form.</p> <p>The vehicle will not be approved for registration until a WoF or CoF is keyed and all Clean Car Standard requirements are met.</p>		

Reprinting the MR2A registration form

If an issued MR2A registration form is lost, damaged or urgently required but in the mail, the vehicle owner or dealer will require a duplicate copy.

Important: The motor vehicle register (MVR) is never used to record legal title to a vehicle; possession of an MR2A form does not provide legal title.

If a replacement MR2A is required to replace a spoilt original (eg from a CREG), reprint the MR2A and exchange it for the original.

When subsequent requests for an MR2A reprint are made, a link must be established between the individual requesting the MR2A and the recipient of the original MR2A. This is done by retrieval of the original documentation to verify that the customer requesting the reprint is the same as the customer who received the original MR2A. If this is not the case, the customer requesting the reprint must provide sufficient documentation proving their legal entitlement to the vehicle. This could be a letter or fax from the recipient of the original MR2A explaining the link to the customer requesting the reprint (eg a letter on company letterhead from the New Zealand franchise holder requesting a copy to go to a local agent).

In cases where an unregistered vehicle has been on-sold in its unregistered state, documentation must be provided establishing each change of ownership so that there can be no doubt of the link between the customer requesting the reprint and the original recipient of the MR2A.

All paperwork must be filed with the original documents.

At any time, if a certifier is not satisfied that sufficient documentation has been provided, or that the connection between the original recipient and the customer requesting the reprint has not been proven, the entry certifier must refuse the request.

Reprinting an MR2A over two years old for an unregistered new vehicle

If a request is made to reprint an MR2A because the unregistered new vehicle is more than two years old, a new vehicle compliance certificate (LT4085N) must be completed, or a current statement of compliance must be obtained for the vehicle, to ensure that the vehicle has not deteriorated, or been modified or tampered with.

Reprinting an MR2A for a left-hand drive vehicle

A replacement MR2A for a left-hand drive vehicle may only be reprinted by the Transport Agency agent holding the original left-hand drive compliance documents. The following procedure outlines the reprinting of an MR2A registration form.

Procedure for reprinting an MR2A registration form

Step	Action		
1	Use the VIN screen to verify the agent/outlet that issued the original MR2A form.		
2	Is the outlet that issued the original MR2A ...	the same outlet with the request for a duplicate	
a different outlet that belongs to the same agent		<p>Contact the outlet that issued the original MR2A to request the documentation be retrieved.</p> <p>Obtain details of the original recipient of the MR2A.</p> <p>Continue from step 3.</p>	
a different agent		<p>Refer the customer to either:</p> <ul style="list-style-type: none"> • the outlet that issued the original MR2A, or • the closest outlet belonging to the agent that issued the original MR2A. 	
3	Is the customer requesting the reprint the same recipient of the original MR2A?	YES	<p>The customer may provide whatever documentation is necessary to prove their identity.</p> <p>Continue from step 5.</p>
NO		<p>Ask the customer to provide proof linking them to the recipient of the original MR2A form.</p> <p>Continue from step 4.</p>	
4	Has the customer provided sufficient evidence establishing a link between themselves and the original recipient?	YES	
NO		Refuse the request.	
5	<p>Type >VIN (space) (the vehicle's VIN)< in the escape field and transmit.</p> <p>The 'VIN allocation' screen displays vehicle details for the VIN entered.</p>		
6	Are the vehicle details correct?	YES	Continue from step 7.

Step	Action
NO	<ul style="list-style-type: none"> • If the VIN is correct, refer the vehicle owner to the original certifier. <p>Type >C< in the escape field and transmit to cancel the transaction.</p> <ul style="list-style-type: none"> • If the VIN is incorrect, return to step 5 and enter the correct VIN.
7	<p>Type >Y< in the 'print MR2A' field and transmit.</p> <p>A replacement MR2A form prints.</p>

Page amended **21 February 2024** (see [amendment details](#))

1-10 Vehicle rechecks





If a vehicle fails entry-level inspection, it may be presented for re-inspection after the faults have been fixed. In such cases, the entry certifier must be satisfied that the original compliance documentation is still valid (ie not more than 2 years old).

Table 1-10-1 describes the re-inspection procedure for vehicles being registered for entry or re-entry into service in New Zealand.

A vehicle that has failed the certification process must not be passed by any entry certifier unless the vehicle faults have been rectified.

Table 1-10-1. Re-inspection procedures

Required inspection procedures	Number of business days after the initial inspection		
	0 – 5	6 – 21	22+
Verify the identity of the vehicle			
Check each failed item			
Check operation of vehicle lighting			
Check tyres still meet requirements			
Check the vehicle has not been modified since initial inspection			

Required inspection procedures	Number of business days after the initial inspection		
	0 – 5	6 – 21	22+
Brake roller test	 (Note 2)		
Verification of specialist certification as required.			
Complete full entry-level certification inspection (Note 1) <ul style="list-style-type: none"> This includes using a new check sheet. 			

Note 1

The only exceptions to this requirement is if the vehicle has been held within the entry certifier’s or a repair certifier’s quarantine system.

Note 2

A brake performance test is required following any brake system repair or component replacement.

Quarantine system for entry-level certification vehicles

An entry certifier can operate a quarantine system for vehicles presented for re-inspection within 90 days of the original inspection. The quarantine system may be applied to vehicles that are immobile awaiting parts or repairs required to rectify defects found during entry-level inspection or is awaiting original documentation. If a vehicle within the quarantine system is presented within 90 days of the original inspection, it will not be required to undergo invasive structural or brake inspections.

A quarantine system operated by an entry certifier must meet the following requirements:

- Vehicles must not leave the premises where the certification process commenced. There must be a designated area for storing quarantined vehicles.

- The entry certifier must have a means of identifying and tracking vehicles within the quarantine system. This may include the use of a quarantine label attached to quarantined vehicles.
- The entry certifier must store all vehicle ignition keys in a secure place.
- The vehicle may only be driven with the approval of the entry certifier on the premises where the vehicle is quarantined for the purposes of obtaining certification.
- A register of all vehicles being held in quarantine must be maintained. This must record the vehicle identification, the reason(s) the initial certification was rejected, the date the vehicle was quarantined, and the name and signature of the person allowing the quarantine.
- Details relating to any vehicle that is quarantined must be recorded in LANDATA by the entry certifier in the vehicle notes screen **including mileage, the dates when the vehicle entered quarantine, and the location of the quarantine.**
- Date of vehicle removal from quarantine **must** be recorded in LANDATA for the purpose of monitoring the 21 working days recheck period.

Once the vehicle has been removed from quarantine for the purpose of repair the 21 working days recheck period will start.

If these requirements are not followed – the vehicle is deemed to have not entered quarantine.

Repair certifier quarantine system for entry-level certification vehicles

A vehicle that has undergone repair certification may be held in quarantine by an NZTA-appointed repair certifier for up to 180 days or **100km**, whichever is the lesser, from the date and mileage recorded on the check sheet. When the vehicle is re-presented the repair certifier must supply the LT308.

- Details relating to any vehicle that is quarantined must be recorded in LANDATA by the repair certifier in the vehicle notes screen **including mileage, the dates when the vehicle entered quarantine, and the location of the quarantine.**
- The vehicle must be placed into repair certification quarantine within the 21 working days recheck period from the date recorded on the check sheet.

If these requirements are not followed – the vehicle is deemed to have not entered quarantine.

The entry certifier must inspect the vehicle to ensure that any other necessary items have been rectified before completing the remainder of the entry certification process. The inspection needs to be equivalent to an in-service fitness inspection, it will not be required to undergo invasive structural or brake inspections.

Page amended 21 August 2024 (see [amendment details](#))

1-11 Completing the inspection and certification process

To complete the inspection and certification process, the entry certifier must ensure that the person who completed inspection of the vehicle has signed the:

- approved check sheet, either in writing or electronically (Note 1), and
- LT4085, in writing.

If a vehicle failed the initial inspection, the person who signs the checksheet and the LT4085 must be the person who carried out the recheck. This person is taking responsibility for the whole vehicle.

Note 1

For electronic check sheets, an electronic signature can be:

- a digital signature, or
- VI authority number, or
- PDF e-signature.

Filing

Documentation must be retained as described in the Introduction, section 5-1.

Introduction, section 5-1

If a vehicle owner requests their original documents, the entry certifier must make copies for the vehicle file and note on them that they are copies of the original documents sighted. A note must be added to the vehicle record on LANDATA stating whom the documents were released to, why they were requested and on what date they were released.

Page amended **10 March 2024** (see [amendment details](#))