

# Ministry of Justice (MOJ) criminal record check

## Who needs to get a criminal record check

You need to get your criminal record from MOJ and send it to us with your application if this is your first application for appointment as a vehicle inspector (VI), inspecting organisation (IO), or specialist certifier.

This includes people or organisations that had their authority expired or were revoked and are applying to re-enter the system.

You don't need to send us your criminal record if you're applying to:

- re-sit a vehicle inspector theory or practical test and your previously submitted MOJ criminal record was issued less than 90 days ago
- sit a heavy vehicle specialist certifier exam
- change something in your appointment (like an IO relocating or a WoF VI adding CoF A)
- add a new appointment type (like a VI applying to become an IO or a repair certifier applying to become a heavy vehicle specialist certifier).

Please be aware that we reserve the right to ask for an MOJ criminal record when assessing any application.

## How to get a criminal record from MOJ

You can apply online. It's free of charge.

[www.justice.govt.nz/criminal-records/get-your-own](http://www.justice.govt.nz/criminal-records/get-your-own)

## How old can my MOJ criminal record report be?

The report must be less than 30 days old.

## Using the MOJ criminal record you got for your employment checks

If you already get an MOJ criminal record through your employment checks, you can send us the same report with your application, as long as it's less than 30 days old.