



Remove and/or Attach Personalised/ Customised Number Plates Application

Transport Operations (Road Use Management) Act 1995

Notes

- This form is to be used when one of the following circumstances apply:
 - a) you wish to remove personalised/customised number plates from a vehicle
 - b) you wish to attach personalised/customised number plates to a vehicle
- If you are removing standard number plates to attach personalised/customised plates, the standard plates **must** be returned with this application.
- If the plate/s have been taken by the Queensland Police Service as the vehicle is currently under a Number Plate Confiscation Notice, you cannot apply to replace plates during the confiscation period.
- For personalised/customised plates recorded in joint names, signatures and identification must be supplied for both names.
- Customised Plates can only be attached to a vehicle registered in exactly the same name/s as the plate owner/s.
- You must provide evidence of identity (EOI) at the time of making this application. For example, original Queensland Driver Licence or Adult Proof of Age Card. Refer to separate Evidence of Identity Information Sheet (F4362) or www.tmr.qld.gov.au for EOI requirements.
- For more information about replacing standard number plates and/or personalised/customised plates, go to www.tmr.qld.gov.au

Plate number

Who is the owner of the personalised/customised number plate/s?

Individual/s **Go to section 1**

Organisation **Go to section 2**

1. Individual owner/s details

Customer Reference Number (CRN)

The CRN is your Qld Driver Licence number, Adult Proof of Age Card number or your reference number issued by the department.

First individual details

CRN

Contact number

Full name (please PRINT)

Address

Postcode

Signature

Second individual details

CRN

Contact number

Full name (please PRINT)

Address

Postcode

Signature

Go to section 3

2. Organisation owner's details

CRN

Contact number

Australian Company Name or Business Number

Organisation name

Address

Postcode

Signature

Go to section 3

3. Is the vehicle currently under a Number Plate Confiscation Notice issued by the Queensland Police Service?

No **Go to section 4**

Yes This application cannot be processed during the confiscation period.

4. Purpose of application

Do you wish to **remove** personalised/customised number plates from a vehicle or **attach** personalised/customised number plates to a vehicle?

Remove **Go to section 5**

Attach **Go to section 6**

Note: If you are removing standard number plates to attach personalised/customised plates, the standard plates **must** be returned with this application.

5. Removal of personalised/customised number plates from a vehicle

Make and body shape (e.g. Ford station wagon, Holden utility)

Vehicle Identification Number (VIN) / Engine or Chassis number

Is this vehicle to remain registered?

No A *Vehicle/Recreational Ship Cancellation of Registration Application* form F3517 must be completed.

Yes A fee may be payable for the new plates.

1. Are vacant (plates not attached) personalised/customised number plates to be cancelled?

Important: If you answer Yes, the plates will be cancelled and made available for sale.

No

Yes Surrender the personalised/customised plates

2. Are the personalised/customised number plates and vehicle registration to be cancelled?

No

Yes Surrender the personalised/customised plates and complete a *Vehicle/Recreational Ship Cancellation of Registration Application* form F3517.

Go to section 8

Continued over...

6. Attach personalised/customised number plates to a vehicle

The vehicle to which the personalised/customised number plates are to be attached must be registered.

Personalised number plate/s may only be attached to a motor vehicle, motorcycle or large trailer.

What is the current registration number of the vehicle to which the personalised/customised plate/s will be attached (if applicable)

Make and body shape (e.g. Ford station wagon, Holden utility)

Vehicle Identification Number (VIN) / Engine or Chassis number

Go to section 7

7. Registered vehicle operator/s details

Full name/s (please PRINT)

Organisation name (if applicable)

Residential address

Postcode

Postal address (if same as above write 'AS ABOVE')

Postcode

Is this vehicle registered in a different name to the personalised plate owner?

No

Yes Personalised plate owner/s must complete **Letter of Authority** see section 10.

Go to section 8

8. Is someone lodging this application on your behalf?

Your representative will need to bring EOI as well as your EOI.

No

Yes Representative's name (in full)

Representative's signature/s

Go to section 9

9. Registered operator/s declaration

I/We declare that the information provided is true and correct.

For personalised/customised plates recorded in joint names signatures and identification must be supplied for both names.

I/We consent to the Department of Transport and Main Roads verifying my EOI documents or information with the issuing authority or their agencies.

Registered operator's signature/s

Date

It is an offence under the *Transport Operation (Road Use Management) Act* to state anything or give a document to an authorised person if you know it contains false or misleading information. The maximum penalty may be more than \$6000.

10. Letter of Authority (If applicable)

In the case of joint names, both must sign.

I/We.....,

authorise personalised plates in the name/s of-

.....

to be attached to a vehicle, registered in the name of-

.....

Personalised number plate owner/s signature

Date

OFFICE USE ONLY

Number of plates surrendered?

1 2 3 (Accessory plate)

Amount paid

New registration number plate/s

Application received at

Operator ID

Receipt number

EOI supplied

Departmental or agent use only

Note: This section is valid only if stamped with the official stamp of the Department of Transport and Main Roads or its agents.

Replacement number plate/s

Application date

Privacy Statement: The Department of Transport and Main Roads is collecting the information on this form for the purposes of maintaining the department's vehicle registration register, as required under the *Transport Operations (Road Use Management) Act*. Where required, the department or its agents/contractors may give some or all of this information to vehicle insurers, statutory entities, insolvency entities, lawyers, persons involved in vehicle incidents/accidents, vehicle manufacturers, third parties who are involved in or intend to commence various legal proceedings, tolling entities, law enforcement agencies and to or through interstate registering authorities. Your personal information will not be disclosed to any other third party without your consent, unless authorised or required to do so by law.