

Please complete the front of this form and sign below.
Please print clearly in ink using BLOCK letters.

Registration Number										
Date of Current Expiry	D	D	M	M	Y	Y	Y	Y		

What are you applying for? *(please cross one circle only)*

- Part-year registration
- Change the start date and/or duration of next part-year registration period
- Change current part-year registration period

Registered Operator and Vehicle Details

Surname or Company Name		Date of Birth	D	D	M	M	Y	Y	Y	Y
Given Name(s) or ACN <i>(if applicable)</i>		Licence/Client No.								
Home <i>(or company)</i> Address										
		Postcode								
Garaged Address <i>(if different from above)</i>										
		Postcode								
Postal Address <i>(if different from above)</i>										
		Postcode								
Contact Phone Number	Email Address <i>(optional)</i>									
Vehicle Make	Vehicle Type									

Registration Details

One Part-Year Period Each Year

VicRoads will forward a renewal notice for the same period in the following year.

Length of the period in months. *(minimum period 3 months, maximum period 9 months)*

Number of Months										
Date	D	D	M	M	Y	Y	Y	Y		

When do you want the period to start? *(If you are applying for a new part-year period, it must start within 12 months from the date of this application.)*

Please refer overleaf for information on further renewal of both periods.

Two Part-Year Periods

VicRoads will forward a renewal notice for the second period.

Length of the first period in months. *(minimum period 3 months, maximum period 9 months)*

Number of Months										
Date	D	D	M	M	Y	Y	Y	Y		

When do you want the first period to start? *(The period must start within 12 months of initial application.)*

Length of the second period in months. *(minimum period 3 months, maximum period 9 months)*

Number of Months										
Date	D	D	M	M	Y	Y	Y	Y		

When do you want the second period to start? *(The period must commence at least one month after the first period, and not later than 12 months after the first period.)*

Your Signature

All the information provided is true and correct. I, the applicant/authorised agent also acknowledge that I understand and accept the conditions of part-year registration, as detailed overleaf.

Any information given or document submitted in connection with this application, or a copy of this application, may be disclosed or used for investigation, law enforcement and other purposes in accordance with the Road Safety Act.

Signature of Registered Operator or Agent	Date	D	D	M	M	Y	Y	Y	Y	
Name of Authorised Agent <i>(if applicable)</i>	Agent's Licence / Client No.									

A Flexible Approach to the Registration of Heavy Vehicles

What is part-year registration?

It is a new way of registering your heavy vehicle. You can reduce your registration costs by paying for only that part of the year in which you intend to use your vehicle.

For example, if you use your vehicle only in the months September to December each year, you need pay for only four months registration and transport accident cover. At the end of the part-year period, your vehicle will be unregistered, which means that it cannot be legally operated on highways.

A part-year period can be as short as three months or as long as nine months. Part-year registration can be renewed any time between one month and 12 months after expiry, without the need for a Certificate of Roadworthiness (RWC) issued in Victoria.

What vehicles can be part-year registered?

Any vehicle with a manufacturer's gross vehicle mass greater than 4.5 tonnes (the GVM or GTM shown on your vehicle's compliance plate) can be part-year registered.

How long can a part-year registration be?

You must register for at least three months. Periods must be in multiples of whole months, with the longest single period being nine months.

Can I apply for the same period each year?

Yes, if you indicate this on the application form, you will be forwarded a renewal notice for the same period in the following year.

Can I apply for two periods commencing in any 12 month period?

Yes, if you indicate the commencement dates and durations of both periods on the application form. The periods must be separated by an unregistered period of at least one month and not more than 12 months. If the two periods and the intervening unregistered period total no more than 11 months, you will be sent renewal notices for the same two periods in the following year. However, part-year and intervening unregistered periods totalling 12 months or more cannot be renewed annually, and you will need to advise VicRoads within 12 months of the expiry of the second period if you intend to further renew the registration.

How can I apply?

You can apply for part-year registration up to 12 months in advance of its commencement by filling out the application form overleaf and presenting it at any VicRoads Customer Service Centre.

What are the charges?

Registration charges are calculated on the pro-rata amount of the annual fee for the heavy vehicle.

TAC charges are calculated on the pro-rata amount of the annual charge plus a fixed fee of \$17.

When do I pay?

You must pay for your initial part-year registration period when you lodge your application and on or before the start date shown on any renewal notice you subsequently receive.

Will I be able to adjust my part-year period if the need arises?

Yes, providing the length of the changed period and the separation between part-year periods remains within the minimum and maximum allowed. Charges for the additional period will apply at a pro-rata rate plus the \$17 fixed charge. A cancellation fee will apply to refunds given on reductions in period length. If you wish to extend your period, you must do so before it expires.

What else should I be aware of?

Your vehicle will be unregistered, and it will be an offence to use it on a highway:

- before your part-year period commences, unless another form of registration is current; and
- after your part-year registration expires.

It is your responsibility to make renewal payments for part-year registration on or before the renewal date. There is no grace period in respect of unregistered vehicle offences if renewal payments for part-year registration periods are made late.

You will be unable to renew your part-year period for the first month after each part-year period expires. If you wish to register your vehicle during this one month period, normal re-registration requirements will apply.

If you require further advice, please call VicRoads on 13 11 71.