

CLUB PERMIT VEHICLE ELIGIBILITY AND STANDARDS

Veteran, vintage, and pre-1949 motor vehicles

Veteran, vintage and pre 1949 vehicles:

Vehicles must meet the applicable requirements of the Vehicle Standards (contained in Schedule 2 of the *Road Safety (Vehicles) Regulations 2009*).

If the vehicle is a light motor vehicle (Gross Vehicle Mass of 4.5t tonnes or less):

- if modified, must meet the requirements of VicRoads' *Guide to Modifications for Motor Vehicles (Vehicle Standards Information No. 8)* and VicRoads' *Guidelines for modifications to vehicles operated under Victoria's Club Permit Scheme (Vehicle Standards Information No. 33)*

If the vehicle is a heavy motor vehicle (Gross Vehicle Mass of more than 4.5 tonnes)

- if modified, must meet the requirements of the Australian Government's Department of Infrastructure and Regional Government's *Vehicle Standards Bulletin No. 6 – Heavy Vehicle Modifications*:

If the vehicle is a motorcycle:

- if modified, must meet the requirements of VicRoads' *Summary of Registration Requirements for Motorcycles and Mopeds (Vehicle Standards Information No. 4)*

If any of the above vehicles are modified outside of what is permitted in the Vehicle Standards or the above Guidelines, a Vehicle Assessment Signatory Scheme (VASS) approval certificate must be provided to VicRoads.

Street Rods (pre-1949 and replicas of pre-1949 street rods)

Street Rods are pre-1949 vehicles (or replicas of pre-1949 vehicles) that have been modified beyond the owner-certified modifications allowed to a vehicle of that age and type by VicRoads' *Guide to Modifications for Motor Vehicles (Vehicle Standards Information No. 8)* and VicRoads' *Guidelines for modifications to vehicles operated under Victoria's Club Permit Scheme (Vehicle Standards Information No. 33)*.

Vehicles must be approved by an authorised representative/signatory of the Australian Street Rod Federation (ASRF) and a VASS certificate must have been provided to VicRoads.

Classic and historic motor vehicles (vehicles built after 31 December 1948) but more than 25 years old

Club permit classic and historic motor vehicles (built after 31 December 1948) must be roadworthy, safe for use on the road and meet the applicable requirements of the Vehicle Standards (contained in Schedule 2 of the *Road Safety (Vehicles) Regulations 2009*).

If the vehicle is a light motor vehicle (Gross Vehicle Mass of 4.5 tonnes or less)

- if modified, must meet the requirements of VicRoads' *Guide to Modifications for Motor Vehicles (Vehicle Standards Information No. 8)* and VicRoads' *Guidelines for modifications to vehicles operated under Victoria's Club Permit Scheme (Vehicle Standards Information No. 33)* .

If the vehicle is a heavy motor vehicle (Gross Vehicle Mass of more than 4.5 tonnes)

- if modified, must meet the requirements of the Australian Government's Department of Infrastructure and Regional Government's *Vehicle Standards Bulletin No. 6 – Heavy Vehicle Modifications*:

If the vehicle is a motorcycle:

- if modified, must meet the requirements of VicRoads' Summary of Registration Requirements for Motorcycles and Mopeds (*Vehicle Standards Information No. 4*).

If any of the above vehicles are modified outside what is permitted in the Vehicle Standards or the above Guidelines, a Vehicle Assessment Signatory Scheme (VASS) approval certificate has been obtained. (If a VASS approval certificate is obtained, it must be provided with the club permit application).

If the vehicle was not originally manufactured in Australia and does not have a previous Australian registration history and was manufactured after 31 December 1968 (or in the case of a motorcycle 30 June 1975) a VASS is required to demonstrate that the vehicle meets the ADRs that applied at the time the vehicle was manufactured.

Vehicles recorded as a "Statutory Write Off" cannot be issued with a club permit.

All trailers (inc. caravans) eligible for the club permit scheme:

All trailers (including caravans) must be safe for use on the road and meet the applicable requirements of the Vehicle Standards (contained in Schedule 2 of the *Road Safety (Vehicles) Regulations 2009*) and if it is a light trailer, meets the guidelines in VicRoads' *Registration requirements for light trailers manufactured before July 1991 (Vehicle Standards Information No. 9)*. If the trailer is a heavy trailer that has been modified, meets the requirements of the Australian Government's Department of Infrastructure and Regional Government's *Vehicle Standards Bulletin No. 6 – Heavy Vehicle Modifications*.

Mobile plant and machinery (including tractors, farm equipment and road machinery):

Mobile plant and machinery (including tractors, road-going farm equipment etc) must meet the applicable requirements of the Vehicle Standards (contained in Schedule 2 of the *Road Safety (Vehicles) Regulations 2009*).

Availability of Vehicle Standards, Vehicle Standards Information and Commonwealth Vehicle Bulletins

The most current versions of the documents referred to in this advice are available at:

www.vicroads.vic.gov.au/safety-and-road-rules/vehicle-safety/vehicle-standards-information

Guidelines for modifications to vehicles operated under Victoria's Club Permit Scheme

33

For further information please write to the Manager Vehicle Safety and Compliance 60 Denmark Street Kew 3101

1. Purpose

The purpose of these guidelines is to ensure the ongoing safety of vehicles operated under Victoria's Club Permit Scheme (CPS) (as established by Chapter 3, Part 3.4 of the *Road Safety (Vehicles) Regulations 2009*), that have been modified from the condition they were in when originally built. These guidelines set out modifications that are permitted without third party certification, the circumstances under which they may be carried out and any limitations to which they may be subject.

2. Scope

These guidelines apply to all motor vehicles operated under, or applying to be operated under CPS except street rods*.

Only the more common modifications are addressed. Where indicated, and in the case of modifications not included in these guidelines, the requirements of Vehicle Standards Information (VSI) 8 – *Guide to Modifications for Motor Vehicles*, will apply to club permit vehicles.

*A street rod means a vehicle that has been modified for safe road use and that:

- (a) has a body and frame that were built before 1949; or
- (b) is a replica of a vehicle the body and frame of which were built before 1949.

A street rod can be distinguished from other pre-1949 modified vehicles by virtue of it:

- looking like a traditional Hot Rod style of vehicle;
- having been built in accordance with the *National Guidelines for the Construction and Modification of Street Rods in Australia* as published on the Department of Infrastructure and Regional Development's web site; or
- having been authorised by the Australian Street Rod Federation.

3. Vehicle age categories

3.1 General

For the purposes of these guidelines club permit vehicles are divided into three categories based on their date of manufacture:

- built before 1949
- built after 1948 and before 1969
- built after 1968.

3.2 Carry-over provisions

For the purposes of these modified vehicle guidelines, a vehicle model that is first released for public sale before 1949 that continues in production essentially unchanged beyond 1948 may be treated as if it were a pre-1949 model irrespective of when the vehicle was actually built.

However, a vehicle model first released before 1969 that continues essentially unchanged beyond 1968 may only be treated as if it were a pre-1969 model if:

- evidence, in the form of an Australian compliance plate, previous registration history or a VASS Approval Certificate, of the vehicle's compliance with any applicable Australian Design Rules (ADRs) has been supplied; and if
- any modification carried out on the vehicle does not affect, or have the potential to affect, compliance with any applicable ADR; and if
- the vehicle was manufactured before 1973.

4. Requirements

4.1 General

For a modification to be acceptable the vehicle must continue to comply with the applicable standards for registration (Victoria's Standards for Registration are set out in Schedule 2 of the *Road Safety (Vehicles) Regulations 2009*). Further, the modification must not adversely affect the vehicle's structural integrity or its handling characteristics for safe use on the road.

The modifications set out below may be considered approved modifications provided they have been carried out in accordance with the specified guidelines. Modifications not mentioned, or not otherwise addressed by VSI 8, or that exceed any stipulated limits are deemed assessable modifications and will require certification by a Vehicle Assessment Signatory Scheme (VASS) Signatory. In particular it should be noted that the approved modifications listed in section 4 of VSI 8 applies to all vehicles.

Where a modification involves fabrication or welding all such work must be carried out in a professional manner. Any structural welding must be carried out by a competent person and be carried out with correct joint design with proper consideration given to parent metal type and gauge and to the selection of the welding process.

4.2 Terminology

VASS Approval Certificate

A VASS Approval Certificate is a certificate issued by a VASS Signatory accepted as evidence that a vehicle meets the standards for registration, that any modifications comply with relevant published guidelines and that any modifications have not adversely affected the vehicle's structural integrity or handling characteristics. As such a VASS Approval Certificate forms part of the documentation required to unconditionally register a modified vehicle.

VASS Club Permit Approval Certificate

A VASS Club Permit Approval Certificate is a certificate issued by a VASS Signatory accepted as evidence that a modified vehicle meets VicRoads requirements for an M-Plate Club Permit vehicle.

VASS Club Permit Master Report

A VASS Club Permit Master Report is a report issued by a Level 1 VASS Signatory to certify multiple vehicles that have undergone the same assessable modification. A Club Permit Master Report may be accepted as evidence, subject to verification by a Club Scrutineer, that a vehicle meets VicRoads requirements for an M-Plate permit vehicle.

Era

The term "of the era" in relation to equipment such as engines, transmissions, drive axles etc means:

- For a vehicle built before 1949 – any such equipment typically fitted to vehicles designed and manufactured before 1949 but includes essentially identical equipment manufactured after 1948 that utilises technology and materials that were in general use before 1949.
- For a vehicle built before 1969 – any such equipment typically fitted to vehicles designed and manufactured before 1969 but includes essentially identical equipment manufactured after 1968 that utilises technology and materials that were in general use before 1969.

Significant power increase

The term "significant power increase" in relation to replacement engines is based upon a comparison of manufacturer's published brake horsepower figures and means:

- For engines up to 2000 cc – a 40% increase in power;
- For engines from 2001 cc to 3500 cc – a 30 % increase in power; and
- For engines over 3500 cc – a 20 % increase in power.

In the case of modified engines the above figures can only be applied when the modified engine's brake horsepower is known or can be estimated. The fitting of alternative carburettor(s), extractors or an alternative ignition system may result in some power increase and but an increase resulting from these modifications on their own would usually not be considered significant. However, when combined with higher compression, a modified cylinder head, larger valves, performance camshaft etc, they would be very likely to result in a significant power increase. Similarly fitting a supercharger to a V8 engine, or fitting a supercharger with more than 5 psi boost to a smaller engine, would be considered to result in a significant power increase. If in any doubt a VASS Signatory should be consulted.

4.3 Previous modifications

An existing CPS vehicle that has, at some time in the past, undergone a modification that is an assessable modification according to these guidelines, does not have to be re-certified to retain its permit provided:

- Evidence of Australian registration history in its current modified condition can be supplied; or
- Evidence in the form of a VASS Approval Certificate (or interstate equivalent or an engineering assessment report issued under Victoria's earlier Recognised Engineering Signatory Scheme) relating to the modification, can be supplied; and
- The vehicle has not been subjected to further assessable modification.

4.4 Imported vehicles

An imported vehicle, for which admission to CPS is being sought, must have Australian registration history or a copy of the Vehicle Import Approval issued by the Commonwealth Government relating to the vehicle will be required.

Further, imported vehicles without registration history that were built after 1968 require a VASS Approval Certificate demonstrating compliance with any applicable ADRs.

An imported vehicle that has undergone an assessable modification that has not been previously registered in its modified condition in Australia must be issued with a VASS Club Permit Approval Certificate.

4.5 Club Permit Master Reports

In cases where an identical assessable modification is carried out on multiple vehicles, certification costs can be reduced by using a Club Permit Master Report issued by a Level 1 VASS Signatory.

A Club Permit master Report may be used in part fulfilment of the requirements for the issue of an M-Plate permit provided:

- the Club has a copy of the master report; and
- the Club has the Signatory's written permission to use the report; and
- the vehicle is of the same make and model as that described in the master report; and
- a Club Scrutineer has inspected the subject vehicle and has verified in writing that the vehicle has been modified in accordance with the master report; and
- the vehicle has not been the subject of any other assessable modification that has not been certified.

5. Engines

Note – fitting a replacement engine can increase axle loads. It is the owner's responsibility to ensure that the load capacity of an axle is not exceeded. If the load capacity of an axle cannot be determined any increase in the mass supported by that axle must be limited to ten percent.

5.1. Replacement engines

5.1.1 Vehicles built before 1949

Any unmodified engine of the era may be fitted provided that:

- it can be accommodated in the space originally provided for the engine without structural modification (save for engine mount bracketry); and that
- the mass supported by an axle of the vehicle does not exceed its rated capacity, and
- if the mass supported by an axle is increased by more than ten percent, it can be demonstrated that brake balance and effectiveness has not been adversely affected.

5.1.2 Vehicles built after 1948 and before 1969

Any unmodified engine offered as an option by the vehicle manufacturer for that model, may be fitted. Any additional equipment fitted to the vehicle as standard equipment by the manufacturer with that engine option must also be fitted.

Any unmodified engine of the era that is of the same configuration and that does not result in a significant power increase over that of the original (or of that of any optional engine offered by the vehicle manufacturer for that model) may be fitted provided:

- it can be accommodated in the space originally provided for the engine without structural modification (save for engine mount bracketry); and that
- the mass supported by an axle of the vehicle does not exceed its rated capacity; and
- where the mass supported by an axle is increased by more than ten percent it can be demonstrated that brake balance and effectiveness has not been adversely affected.

5.1.3 Vehicles built after 1968

VSI 8 requirements apply.

5.2 Modified engines

5.2.1 Vehicles built before 1949

Minor modifications such as fitting alternative carburettor(s) or ignition systems etc are permitted. Generally modifications typical of the era are permitted. However, modifications resulting in a significant power increase and that involve the use of more modern (i.e. after 1948) components or technology will require certification.

5.2.2 Vehicles built after 1948 and before 1969

Modifications such as fitting extractors, alternative inlet manifolds, alternative carburettor(s) or ignition systems etc are permitted. Generally modifications typical of the era are permitted. However, modifications resulting in a significant power increase will require certification.

5.2.3 Vehicles built after 1968

VSI 8 requirements apply.

6. Transmission and final drive

6.1 Vehicles built before 1969 (including pre-1949 vehicles)

Any transmission, differential or drive axle (including brakes) of the era may be fitted provided that:

- there are no structural alterations to the vehicle;
- the item is adequate for the mass and power of the vehicle; and
- axle flanges, drums, rotors or hubs are not re-drilled for an alternative stud pattern ; and if the brakes from another vehicle are included as part of the modification, it can be shown that the effectiveness and balance of the vehicle's braking system has not been adversely affected.

For the purposes of these requirements the fabrication of a tailored transmission cross-member is not considered a structural alteration.

6.2 Vehicles built after 1968

VSI 8 requirements apply.

7. Bodywork changes

7.1 Vehicles built before 1969 (including pre-1949 vehicles)

For vehicles based upon a separate chassis, bodywork changes typical of the era are permitted without certification so long as the vehicle's general appearance is in accord with vehicles of that type with a similar date of manufacture. Different materials may be used.

7.2 Vehicles built after 1968

VSI 8 requirements apply.

8. Brakes

8.1 Vehicles built before 1949

Modifications may be made to mechanical drum braking systems to improve efficiency such as:

- changing the method of operation;
- changing the coupling of actuation controls;
- the use of alternative materials and;
- the fitting of proprietary brake kits or components from other vehicles of similar or greater mass

provided all components are of a design and materials of the era and that the applicable braking performance standards required by the standards for registration can be met.

8.2 Vehicles built after 1948 and before 1969

Any braking system offered as an option by the vehicle manufacturer may be fitted provided it is fitted in its entirety. Similarly a braking system offered by the same manufacturer for a later model vehicle of equal or greater mass may be fitted provided it is fitted in its entirety and provided its fitment does not involve any cutting, drilling or welding of any brake, hub, suspension or steering component.

Commercially available hydraulic brake upgrade kits may also be fitted provided:

- the replacement braking system meets the provisions of the General Requirements section of Code LG of Vehicle Standards Bulletin 14; and
- the kit has been manufactured by an entity that is subject to laws governing product liability; and
- the kit has been marketed as suitable for a particular make/model/year of vehicle; and
- comprehensive fitting instructions are provided; and
- the kit is fitted in accordance with the instructions provided; and
- fitting the kit does not involve drilling, cutting or welding of any brake, hub, suspension or steering component.

8.3 Vehicles built after 1968

VSI 8 requirements apply.

9. Fuel systems

9.1 Vehicles built before 1949

9.1.1 Relocation of fuel tank

An original equipment or replacement fuel tank may be relocated on the vehicle provided:

- the tank is securely mounted; and
- the filler is located on the outside of the vehicle; and
- the tank is located so that it cannot be contacted by the road surface in the event of a flat tyre; and
- that if the tank is within 75 mm of an exhaust pipe suitable heat shielding is provided; and
- any apertures created to allow for the installation of the fuel tank are suitably sealed to prevent the entry of exhaust or petrol fumes into the cabin of the vehicle; and
- any replaced or extended fuel lines comply with the relevant provisions of VSI 8.

9.1.2 Any other fuel system modification

VSI 8 requirements apply.

9.2 Vehicles built after 1948

VSI 8 requirements apply.

10. Wheels and Tyres

10.1 Vehicles built before 1949

Having regard to the fact that not all original equipment tyre sizes are currently available, alternative rims may be fitted provided:

- They are of a form of construction and made of material(s) typical of rims fitted to vehicles of the era; and
- Any reduction in rim diameter is limited to the next smallest size for which suitable tyres may be obtained; and
- The rims provide adequate clearance around suspension, steering and brake components.

Tyre section width may be increased by up to 30% above that of the original equipment tyre. Tyre aspect ratio must be at least 70%. Rim width may be increased to any of the rim widths listed in the Tyre and Rim Association of Australia Manual as suitable for the chosen tyre size provided the tyre and rim combination does not foul any part of the body suspension, steering or brake components at any position of suspension travel or steering movement, and, when in the straight ahead position, the guard or bodywork of the vehicle covers the full section width of the tyre.

Adequate ground clearance must be maintained.

10.2 Vehicles manufactured after 1948

VSI 8 requirements apply.

11. Steering

11.1 Vehicles built before 1969 (includes pre 1949 vehicles)

A change to steering mechanism type (e.g. a change from worm and sector to rack and pinion) must be certified. However, alternative similar steering components sourced from, or intended for, a vehicle of equal or greater mass than that of the subject vehicle may be used provided the original equipment manufacturer's (OEM) pick-up points are utilised and that any tie-rod or drag link end tapered joint has a taper that matches that of the component to which it is attached. Original steering geometry must be preserved.

Conversions from left hand drive to right hand drive will require certification unless they are to a vehicle which was originally manufactured with provision of mounting points and OEM parts to facilitate manufacture in either configuration and such mounting points and appropriate OEM components are used.

11.2 Vehicles built after 1968

VSI 8 requirements apply.

12. Roll Bars and Roll Cages

Existing CPS vehicles fitted with a roll bar or roll cages complying with VSI 28 (now superseded but still available on the VicRoads web site) are acceptable. Roll bars or cages fitted before VSI 28 was first issued (1995) continue to be acceptable.

Existing CPS vehicles fitted with competition style roll cages that have been approved by Confederation of Australian Motor Sport (CAMS) are acceptable provided all roll bar padding, seat and seat belt requirements of VSI 28 are met.

A vehicle for which admission to the CPS is being sought that is fitted with a roll bar or roll cage, will require (unless evidence of prior certification can be provided):

- a VASS Club Permit Approval certificate verifying that the vehicle meets all applicable requirements of VSI 28, and, if built after 1968, that the vehicle continues to comply with any applicable ADRs; and
- in the case of a competition style roll cage, CAMS approval.

The above requirements also apply to an existing CPS vehicle that is to be modified by fitting a roll bar or roll cage.

CLUB PERMIT AGREEMENT

As a nominated office bearer of the [insert club name]

_____ I am authorised to sign this agreement on behalf of the club, and I understand that through my signature, the club agrees to:

1. Provide VicRoads with a list of nominated office bearers.

Office bearers are elected individuals who perform specific administrative roles within the club; for example President, Treasurer, Secretary, Membership Officer or Club Safety Officers and Scrutineers. These individuals are authorised to endorse initial applications for club permits, endorse renewals, advise VicRoads of matters concerning modifications to club permit vehicles whose operator is a club member and advise on club membership details.

2. Provide VicRoads with a sample signature and driver licence number of each authorised office bearer.

Signatures of authorised office bearers are used to verify signatures on club permit applications and eligibility declarations presented to VicRoads are valid.

Driver licence numbers are requested so that any signature can be further verified.

Whenever an authorised office bearer changes, a new list of all authorised office bearers and their sample signatures and driver licence number must be provided to VicRoads within 14 days.

3. Maintain a register of club permit holders and club permit vehicles operated by club members.

Clubs are required to provide a current copy of their register within 14 days of receipt of a written request from VicRoads. Additionally, clubs may be requested to cross-check their register against records provided by VicRoads to identify any discrepancies.

4. Maintain a register of dated photographs for all vehicles for which an initial club permit is sought.

Dated photographs must include images of the front, driver's side, rear, driving position (side on with the driver's door open) and, where possible, any identifiers such as chassis number and engine number. Clubs are required to provide photographs to VicRoads within seven days of receipt of a written request from VicRoads.

5. Provide endorsement of club permit applications.

Club endorsement declares the following to be true and correct:

- The permit applicant is a current financial member of the above club
- The vehicle is an eligible vehicle within the meaning of regulation 152 of the *Road Safety (Vehicles) Regulations 2009*
- The vehicle meets the vehicle standards as declared on the Vehicle Eligibility and Standards Declaration form provided with the club permit application
- The items listed on the Vehicle Eligibility and Standards Declaration form (for example, certificate of roadworthiness etc.) under the indicated eligible vehicle category are provided in accordance with the declaration.
- The club is in possession of photographs of the vehicle.

6. Endorse club permit renewals to confirm that renewal applicants are current financial member of the club.

7. Promptly notify VicRoads of modifications outside of vehicle standards or modification guidelines or safety issues for any club permit vehicles endorsed by the club.

Clubs must promptly notify members of suspected safety issues or non-compliance with the Vehicle Standards and/or modification guidelines and require that these issues are rectified within 14 days. If issues are not resolved by the member within 14 days, the club must notify VicRoads.

8. Notify VicRoads in writing within 7 days if a club becomes aware or reasonably suspects any of the following:

- A pattern of incorrect use of a club permit log book by a club member
- A club permit vehicle operated by a club member is not an eligible vehicle
- A club member has ceased to be a financial member of the club
- A club permit vehicle is suspected of being used for commercial gain
- A club member has failed to restore a vehicle to safe condition or has failed to prove compliance with Vehicle Standards and/or appropriate modification guidelines following a notification from the club under paragraph 7 in accordance with the terms of that notification.
- A vehicle operated by one of its members under a club permit has been sold or otherwise disposed of and the club permit log book and club permit were not destroyed on disposal as required by the *Road Safety (Vehicles) Regulations 2009* and/or the club permit plates were not removed.
- A vehicle operated by one of its members under a club permit has been disposed of with the intention of undermining the club permit scheme (for example, a club permit vehicle has been sold to a "friend" so that a new log book can be obtained, but the previous owner continues to utilise the vehicle).

I am aware that if the club does not conform with the requirements of the agreement, wholly or in part, VicRoads may revoke its approval of the club.

Clubs have a right to appeal a VicRoads decision to revoke the approval of a club in accordance with the *Road Safety (Vehicles) Regulations 2009*.

Name _____

Office held _____

Club _____

Signed _____

Date _____

CLUB PERMIT SCHEME

APPROVED CLUB OFFICE BEARERS AND SCRUTINEERS

FULL CLUB NAME: _____

ACN (if applicable) : _____

PEAK BODY GROUP (if applicable): _____

COMMON SEAL OF THE ABOVE NAMED CLUB (if applicable):

SPECIMEN SIGNATURES OF CLUB OFFICIALS:

TITLE:	NAME (PRINTED):	SIGNATURE:	DRIVER LICENCE NO:
PRESIDENT			
SECRETARY			
TREASURER			
Nominate title of signatory			
Nominate title of signatory			
Nominate title of signatory			

The above mentioned details are valid as at : _____

This form is to be returned to:

LRS-Club Permits, VicRoads, 60 Denmark Street Kew 3101.

This form must be accompanied by a completed **Vehicle Eligibility and Standards Declaration for Club Permit Vehicles form**

OFFICE USE ONLY

Permit Number

Date of Expiry

How many driving days? 90 days 45 days

What type of vehicle is the permit for?

- Veteran - (Manufactured before 1 January 1919)
- Vintage - (Manufactured after 31 December 1918 and before 1 January 1931)
- Classic and Historic - (Manufactured after 31 December 1930 and is more than 25 years old)
- Trailers (inc. Caravans)

- Modified – (More than 25 years old and modified outside what is permitted in the Vehicle Standards or the VSI8 or VSI 33 Guidelines)
- Street Rod - Pre-1949 vehicles (or replicas of pre-1949 vehicles) and modified outside of what is permitted by the Vehicle Standards
- Replica – A replica of a vehicle originally manufactured more than 25 years ago
- Machinery or mobile plant manufactured over 25 years ago

Your Personal Details

Surname _____ Date of Birth _____

Given Name(s) _____ Driver Licence No. _____

Company Name and ACN (if applicable) _____

Home (or company) Address _____ Postcode _____

Garaged Address (if different from above) _____ Postcode _____

Postal Address (if different from above) _____ Postcode _____

Phone (Business) _____ Home _____ Mobile _____

SAMPLE

Vehicle details

Year manufactured _____ Previous registration or permit no. _____ State _____

Make _____ Model _____

Body type _____ Colour _____

Seating capacity _____ Outside wheels _____ Compliance plate date _____

VIN (or chassis number if no VIN) _____

Engine number _____ No. of cylinders/rotors _____

Tare (kg) _____ Manufacturer GVM/GCM (kg) _____ Engine cap. _____

RWC no. (if applicable) _____ Tester licence no. _____ Issue date _____

VASS cert. no. (if applicable) _____ VASS no. (if applicable) _____

Please cross one circle per category below

Engine type	Transmission
<input type="checkbox"/> Piston (e. has cylinders)	<input type="checkbox"/> Automatic
<input type="checkbox"/> Rotary (e. has rotors)	<input type="checkbox"/> Manual
<input type="checkbox"/> Electric	Fuel type
<input type="checkbox"/> Other	<input type="checkbox"/> Petrol
Left hand drive	<input type="checkbox"/> Diesel
<input type="checkbox"/> Yes	<input type="checkbox"/> Gas (eg. LPG, CNG, LNG)
<input type="checkbox"/> No	<input type="checkbox"/> Multiple (eg. Petrol/Gas, Petrol/Electric)
Hybrid	<input type="checkbox"/> Electric
<input type="checkbox"/> Yes	
<input type="checkbox"/> No	

Suspension or Cancellation of Permit

VicRoads may suspend a club permit if it reasonably suspects that:

- (a) the permit holder is engaging in conduct which threatens public safety or undermines the integrity of the club permit scheme; or
- (b) the vehicle operated under the club permit is not an eligible vehicle; or
- (c) the permit holder is failing to comply with any of the conditions of the club permit; or
- (d) the permit holder has disposed of a vehicle and has not destroyed the club permit label and the vehicle's log book and removed the number plates; or
- (e) the vehicle is considered unsafe for use on the road.

VicRoads may cancel a club permit if any action required by a suspension is not taken within the period stated in the notice and it reasonably believes that a reason for the suspension of the club permit still exists.

Responsibilities of club permit holders

When driving a club permit vehicle, a permit holder must:

- ensure that the club permit is correctly affixed inside the log book for the vehicle
- carry the club permit and log book for the vehicle at all times the vehicle is being used on a highway
- on each day that the vehicle is driven further than a 100 metre radius from the entrance of the vehicle's garage address, the driver must fully complete the next entry into the log book before commencing the journey

Club permit holders must remain a current financial member of an approved club.

Vehicles operated on a club permit must be safe for use on a highway. The vehicle must be made available for audit by VicRoads upon request.

Club permit vehicles must display the club permit label and club permit number plate/s issued in respect of the vehicle.

Club permit vehicles can not be used for commercial gain.

Club permit holders must inform VicRoads of:

- a change to the vehicle's residential, postal or garaged address
- a change to the vehicle's description ie colour
- modifications to the vehicle that may affect its compliance with Vehicle Standards and/or modification guidelines
- transfer to another approved club
- the sale of a club permit vehicle (When advised VicRoads will cancel the permit)
- the surrender of a club permit.

Club membership certification

To be completed by either the Club President, Treasurer, Secretary or Permit Scheme Officer

As an authorised officer of the:

Insert name of club

TAC Code

How to work out and pay fees if submitting application by mail

The total fee payable including the GST on the TAC fee, can be identified by checking the VicRoads website at vicroads.vic.gov.au or by phoning 13 11 71.

Payment can be made by cheque or money order made out to 'VicRoads' or by completing the credit card authorisation below.

I certify that the applicant indicated is a current financial member of the club.

Permit Fee \$

Log book fee \$

TAC Fee* \$

Total Payable \$

TAC Fee*
Includes GST of

Name

Position

Signature

Date

Applicant's Signature

All the information provided is true and correct.

Date

Signature of Applicant or Agent

Authority to act as an agent

This section must be completed and signed if the vehicle is being registered by an agent

(office use) **Agent's evidence of identity sighted**

Full name of agent

Agent's licence/client no.

Signature of agent

Date

OFFICE USE ONLY

Stolen check performed

Date

NEVDIS check printed?

Time

Yes

All the information given is true and correct. I authorise the person whose signature and details are above to act as my agent for the registration of this vehicle.

Signature of permit applicant

Date

Privacy statement

Personal information VicRoads collects from you may be used by VicRoads, as permitted by the *Road Safety Act 1986*. VicRoads may disclose personal information it collects from you to various organisations and persons as permitted by law, particularly by the *Road Safety Act 1986*. This includes disclosing the information to contractors and agents of VicRoads, law enforcement agencies, other road and traffic authorities, the Transport Accident Commission, vehicle manufacturers (for safety recalls), road safety researchers, courts and other organisations or people authorised to use the personal information.

You are required to provide this personal information. Failure to provide the information may result in this form not being processed, or records not being properly maintained. For further information about our use of your personal information and your right of access to it, see the VicRoads brochure *Protecting your privacy* or contact VicRoads on 13 11 71.

Providing false and/or misleading information or documents is a serious offence under the *Road Safety Act 1986* and/or *Marine Safety Act 2010* and can result in you being fined or imprisoned. Any authority of approval given as a result of you providing such information or documents, may be reversed and have no effect.

By signing this form, I declare that the information in this form and related supporting documents is true, correct and complete, and I understand the privacy statement.

I confirm that all the information given by me is true and correct. I consent to this information supplied by me being used to verify evidence of identity. I consent to VicRoads disclosing to the Club any information relating to this permit for the purpose of the administration of the Club Permit Scheme. I also consent to the Club disclosing to VicRoads at any time information about me, my vehicle and my use of the club permit, if required by law.

OFFICE USE ONLY (Please tick off each of the requirements received and sign at bottom)

Vehicle standards requirements checklist:

Pre-1949 vehicles

Vehicle Eligibility and Standards Declaration for Club Permit Vehicles

Post 1948 vehicles

Vehicle Eligibility and Standards Declaration for Club Permit Vehicles

Current certificate of roadworthiness

Street Rods

Vehicle Eligibility and Standards Declaration for Club Permit Vehicles

ASRF inspection report

Mobile plant/tractors

Vehicle Eligibility and Standards Declaration for Club Permit Vehicles

Trailers

Vehicle Eligibility and Standards Declaration for Club Permit Vehicles

If the application indicates that the vehicle is Modified or a Street Rod:

VASS certificate (if the application indicates the vehicle is Modified)

VASS certificate (if the application indicates the vehicle is Modified)

VASS certificate (if the application indicates the vehicle is Modified)

Credit Card Authorisation

The fees authorised are determined by the selection of driving days (45 or 90) as indicated on the application form.

Please charge the fee to my

Mastercard

Visa

Credit Card Number

Date of Expiry

Name of Card Holder

Signature of Card Holder

Card Holder Contact Phone

This form must be completed by the Club Safety Officer/Scrutineer authorised by the club and attached to a Club Permit Application form.
This declaration is made in reference to the following vehicle:

Vehicle Details

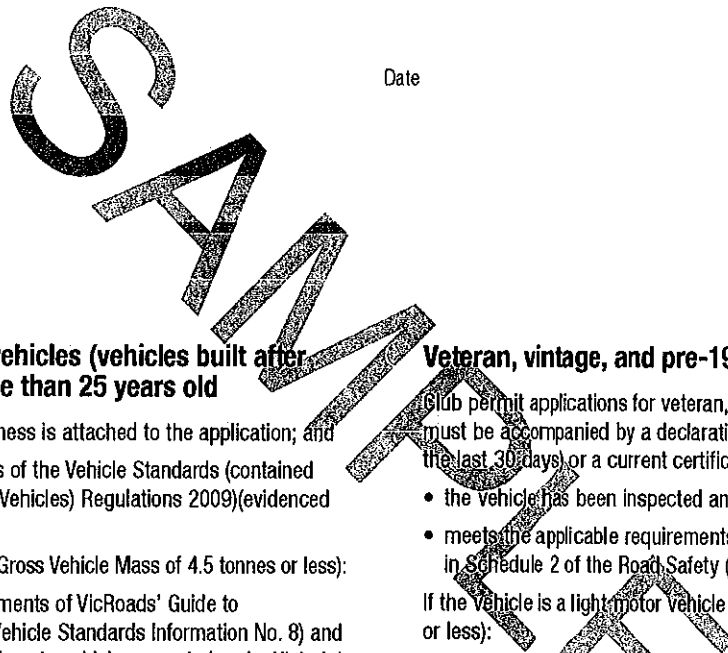
Previous Registration no. or Permit no. <i>(if applicable)</i>	Year Manufactured		
Make	Model	Body Type	Colour
Engine Number	VIN <i>(or chassis number if no VIN)</i>		

Declaration

I declare that the vehicle described above is eligible to be issued with a club permit, is safe for on-road use, and meets the requirements for the category of vehicle below for which I have indicated below.

Name	Signature
Title (i.e. Safety Officer/Scrutineer)	
Name of Club	Date

OFFICE USE ONLY
Permit number assigned



Classic and historic motor vehicles (vehicles built after 31 December 1948) but more than 25 years old

- A current certificate of roadworthiness is attached to the application; and
- meets the applicable requirements of the Vehicle Standards (contained in Schedule 2 of the Road Safety (Vehicles) Regulations 2009)(evidenced by RWC).

If the vehicle is a light motor vehicle (Gross Vehicle Mass of 4.5 tonnes or less):

- if it is modified, meets the requirements of VicRoads' Guide to Modifications for Motor Vehicles (Vehicle Standards Information No. 8) and VicRoads' Guidelines for modifications to vehicles operated under Victoria's Club Permit Scheme (Vehicle Standards Information No. 33).

If the vehicle is a heavy motor vehicle (Gross Vehicle Mass of more than 4.5 tonnes):

- if it is modified, meets the requirements of the Australian Government's Department of Infrastructure and Regional Government's Vehicle Standards Bulletin No. 6 – Heavy Vehicle Modifications.

If the vehicle is a motorcycle:

- if it is modified, meets the requirements of VicRoads' Summary of Registration Requirements for Motorcycles and Mopeds (Vehicle Standards Information No. 4).

If any of the above vehicles are modified outside what is permitted in the Vehicle Standards or the above Guidelines, a Vehicle Assessment Signatory Scheme (VASS) approval certificate has been obtained. (If a VASS approval certificate is obtained, it must be provided with the club permit application).

If the vehicle was not originally manufactured in Australia and does not have a previous Australian registration history and was manufactured after 31 December 1968 (or in the case of a motorcycle 30 June 1975) a VASS is required to demonstrate that the vehicle meets the ADRs that applied at the time the vehicle was manufactured.

Vehicles recorded as a "Statutory Write Off" cannot be issued with a club permit.

Veteran, vintage, and pre-1949 motor vehicles

Club permit applications for veteran, vintage and pre-1949 motor vehicles must be accompanied by a declaration by a club safety officer (signed within the last 30 days) or a current certificate of roadworthiness declaring that:

- the vehicle has been inspected and is safe for use on the road; and
- meets the applicable requirements of the Vehicle Standards (contained in Schedule 2 of the Road Safety (Vehicles) Regulations 2009).

If the vehicle is a light motor vehicle (Gross Vehicle Mass of 4.5t tonnes or less):

- if it is modified, meets the requirements of VicRoads' Guide to Modifications for Motor Vehicles (Vehicle Standards Information No. 8) and VicRoads' Guidelines for modifications to vehicles operated under Victoria's Club Permit Scheme (Vehicle Standards Information No. 33).

If the vehicle is a heavy motor vehicle (Gross Vehicle Mass of more than 4.5 tonnes):

- if it is modified, meets the requirements of the Australian Government's Department of Infrastructure and Regional Government's Vehicle Standards Bulletin No. 6 – Heavy Vehicle Modifications.

If the vehicle is a motorcycle:

- if it is modified, meets the requirements of VicRoads' Summary of Registration Requirements for Motorcycles and Mopeds (Vehicle Standards Information No. 4).

If any of the above vehicles are modified outside of what is permitted in the above Guidelines or Standards, a Vehicle Assessment Signatory Scheme (VASS) approval certificate has been obtained and accompanies the club permit application.

Street Rods (pre-1949 and replicas of pre-1949 street rods)

Street Rods are pre-1949 vehicles (or replicas of pre-1949 vehicles) that have been modified beyond the owner-certified modifications allowed to a vehicle of that age and type by VicRoads' Guide to Modifications for Motor Vehicles (Vehicle Standards Information No. 8) and VicRoads' Guidelines for modifications to vehicles operated under Victoria's Club Permit Scheme (Vehicle Standards Information No. 33).

Permit applications must be accompanied by:

- a permit application signed by an authorised representative/signatory of the Australian Street Rod Federation (ASRF)
- an ASRF inspection report signed by an authorised representative/signatory of the ASRF
- a VASS certificate.

Roadworthy certificates are not required for Street Rods.

All trailers (inc. caravans) eligible for the club permit scheme

Club permit applications for trailers (including caravans) must be accompanied by a declaration or RWC by a club safety officer (signed within the last 30 days) declaring that:

- the vehicle has been inspected; and
- meets the applicable requirements of the Vehicle Standards (contained in Schedule 2 of the Road Safety (Vehicles) Regulations 2009) and if it is a light trailer, meets the guidelines in VicRoads' Registration requirements for light trailers manufactured before July 1991 (Vehicle Standards Information No. 9). If the trailer is a heavy trailer that has been modified, meets the requirements of the Australian Government's Department of Infrastructure and Regional Government's Vehicle Standards Bulletin No. 6 – Heavy Vehicle Modifications.

Mobile plant and machinery (including tractors, farm equipment and road machinery)

Club permit applications for mobile plant and machinery (including tractors, road-going farm equipment etc) must be accompanied by a declaration by a club safety officer (signed within the last 30 days) declaring that:

- the vehicle has been inspected; and
- meets the applicable requirements of the Vehicle Standards (contained in Schedule 2 of the Road Safety (Vehicles) Regulations 2009).

If the vehicle is fitted with steel tyres or tracks or does not have lights, the application must clearly indicate this.

SAMPLE

Guideline Vehicle Safety Inspection Checklist

Pre 1949 vehicles only

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

Owner / Vehicle details

Surname _____

First given name _____ Second given name _____

Home address _____

Postcode _____

Email _____ Contact phone no. (mobile preferred) _____

Club membership no. (if applicable) _____ Make _____

Model _____ Year _____

Chassis no. _____ Body type _____

Engine no. _____ Colour _____

Yes No Is the vehicle a replica? (If yes, when was the vehicle manufactured) Year _____

Yes No Has the vehicle ever been registered for road use in Australia? If yes, please provide registration number if known.

Registration no. (optional) _____

Note:

The following checklist is based on, and assumes the Club Scrutineer (nominated Safety Check officer) has a working understanding of, Victoria's Standards for Registration and any relevant VicRoads VSIs in particular:

- VSI 8 Guidelines for Modification
- VSI 26 Roadworthiness Requirements
- VSI 33 Guidelines for Modifications to Vehicles operated under Victoria's Club Permit Scheme

VSI checklist

✓ Pass ✗ Fail N/A Not applicable

1. Wheels and tyres

Cracks/damage	Ride height	Drums
Studs/nuts	Bump stops, Lock stops	3.2 Hydraulic brakes
Rim size/Tyre size – O/E option or to VSI 33	Travel and clearance	Piping/unions/free of leaks
Tread depth		Master cylinder
Track width		Wheel cylinders

3. Brakes

	3.1 Mechanical brakes	Drums
	Linkages	Linings
	Cables	
	Pivots, clevis yokes, pins	Parking/secondary brake
	Linings	
2. Steering and suspension		
Wear/play in joints and bushes		
Cracks/damage/distortion		
Shock absorbers		

Guideline Vehicle Safety Inspection Checklist

Pre 1949 vehicles only

4. Seats

Seats structurally sound and securely mounted

Latches/hinges

5. Lamps, signals, reflectors

Presence

Mudguards

Condition

Bumpers

Colour of emitted light

Field of view

Operation

9. Engine and driveline

Oil leaks

TellTales

Mountings

6. Exhaust

Free of leaks

Clearance

Shielding of rotating parts

Routing/Mounting

Heat shielding

10. Fuel system

Free of leaks

Noise

Tank mounting/venting/filling

Lines -- material/routing/mounting/heat protection

Pumps and Filters

7. Glazing

Material

Condition

Tinting

Wipers

11. Other

Rear vision mirror(s)

Battery -- security/venting

Wiring -- routing/mounting/protection

Horn

Pedals and other controls

Steering wheel

12. Road test (if conducted)

Does the vehicle display any undesirable handling characteristics or instability when driven under a range of driving conditions including accelerating, cornering and braking?

13. Modifications

Has the vehicle been modified? -- provide details

When assessed according to VSI 33 are there any modifications that require certification?

If so provide VASS Approval Certificate no.

Date

14. Outcome of first inspection

Comments and recommendations, rectifications required.

Inspected by

Location

Signed

Date

15. Outcome of second inspection

(if required)

Inspected by

Signed

Date

SAMPLE

8. Body and chassis

Rust/damage

Protrusions

Structural integrity