

Before an Authority to Register Form can be issued the following items are required:

1. You need to download this form and fill in the correct sections. The form will need to be uploaded to vicroads.vic.gov.au/tow-truck-upload, along with the supporting documentation to support your exemption application. You will have to pay a fee when you submit your documents. Once the application is submitted, you will receive a confirmation email from VicRoads.
2. A non refundable application fee is payable to VicRoads. This fee is for processing your application.

Please ensure that all sections of the application form are completed and signed where applicable and that the appropriate documentation and fees as detailed on the reverse side of this form accompany the application.

Details of licence holder

I the undersigned, hereby apply to substitute a tow truck for a licenced tow truck vehicle on

Tow truck licence no./s	
Surname or Company name <i>(please print)</i>	
Australian Company Number (ACN)	
First name or Given name <i>(please print)</i>	2 nd name <i>(please print)</i>
Address	
	Post code
Phone no.	Fax no.

Description of substitute tow truck

Registration no.	Make	Type <i>(Tray or Conventional)</i>	Year of manufacture
VIN no.	Engine no.		

I hereby state that the vehicle to be licenced complies with the tow truck specifications, maintenance and equipment requirements as listed on the reverse side of this form

Licence holder's signature/s

I/we the undersigned, declare that:

- the particulars contained herein are true and correct; and
- all individuals and/or companies with a beneficial interest in the above licence/s are listed on the reverse side of this form; and
- if making this application on behalf of a company, the application form is signed in accordance with the company's Memorandum and Articles of Association

Name <i>(please print)</i>		Signature	
Date	D D • M M • Y Y Y Y		
Name <i>(please print)</i>		Signature	
Date	D D • M M • Y Y Y Y		

Privacy Statement

VicRoads is committed to protecting your privacy by fully meeting its responsibilities under the *Road Safety Act 1986*, *Privacy and Data Protection Act 2014* and the *Health Records Act 2001*. All personal information you provide will be handled in accordance with these requirements. The collection of information on this form is required by the *Accident Towing Services Act 2007*. Information held by VicRoads may be disclosed to various organisations, including the Victorian Civil and Administrative Tribunal and Victoria Police, in order to carry out their duties under the *Accident Towing Services Act 2007*. VicRoads privacy statement can be accessed at vicroads.vic.gov.au

Tow truck specifications, maintenance and equipment requirements:

1. The operator of a tow truck must ensure that the tow truck:
 - (a) has a load capacity of at least 1.25 tonnes;
 - (b) has dual tyres on each side of each axle on the wheels or the rear axle group;
 - (c) is fitted with a crane which complies with the the Vehicle Standards Bulletin 6 (VSB6) or a winch, hoist, ramp or other lifting device which has a safe working load of not less than 1.25 tonnes;
 - (d) is equipped with a broom, shovel and durable rubbish receptacle for the removal of debris and glass from highway;
 - (e) is equipped with either a fully maintained foam fire extinguisher of at least 4.5 litres capacity or a dry chemical powder fire extinguisher of at least 4.5 kilograms capacity;
 - (f) is fitted with a flashing or rotating amber warning lights or lights approved by the licensing authority; and
 - (g) is fitted with two (2) fully adjustable lights mounted so that the operator will have sufficient illumination to safely load or unload a damaged motor vehicle when it is dark.
2. (a) The operator of a tow truck must ensure that there is displayed on the tow truck in a permanent form:
 - **on the right hand door, in contrasting letters and numerals a minimum of 50 millimetres high and proportionally wide and clearly visible from a distance of at least 5 metres:-**
 - **the owner's name and address.**(b) if the authorised depot is in the controlled area and the licensing authority allocates a depot number on both front doors, in contrasting letters and numerals 100 millimetres high and proportionately wide and clearly visible from a distance of at least 20 metres, the word "depot" followed by depot number.
3. The operator of a tow truck must ensure that the equipment required to be fitted to a tow truck is maintained in a serviceable condition.