

Use this form if your trade plate has been lost, stolen, destroyed or damaged and you want to get a new one.

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INTERNAL USE ONLY

### Applicant details

Waka Kotahi customer number

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Last name/company name

First name(s)

Trading as

Physical address

  
  


Mailing address (if different from physical address)

Contact phone number

Email address

### Trade plate details

Trade plate number to be replaced:

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### Replacement reason

(please tick one)

The previous plate was:

 Lost

 Stolen

 Destroyed

 Damaged (the old plate must be returned with this application)

Event number

(provide the police event number or attach a copy of the police complaint report to this form.)

### Payment

(please tick one)

How would you like to pay the trade plate fee?

 Direct debit that I've previously set up with Waka Kotahi.

 I'd like Waka Kotahi to call me and take credit card payment over the phone.

### Applicant's signature

I certify that the particulars given are correct and that the plate will be used in compliance with the criteria outlined over the page.

### Designation

Persons who knowingly give false or misleading information commit an offence and are liable to a fine of up to \$1000.

Please forward this application form Waka Kotahi NZ Transport Agency, Private Bag 11777, Palmerston North 4442.

### Waka Kotahi only

New Zealand Government

Total payable (GST inclusive)

\$

Input

Chkd

Date stamp

## MR5R - Notes

### 1. General

The particulars specified on this application will be stored and/or form part of the Motor Vehicle Register. Collection and dissemination of this information is authorised by Part 17 of the Land Transport Act 1998. Corresponding information held on other parts of the Land Transport Register may be amended.

Under the Electoral Act 1993, s 263B, Waka Kotahi is authorised to release information for data matching purposes to the Electoral Enrolment Centre.

The Privacy Act 1993 provides rights of access to, and correction of, any readily retrievable personal information held about you by Waka Kotahi. Should you wish to exercise these rights please contact Waka Kotahi, Private Bag 11777, Palmerston North 4442 or email: [info@nzta.govt.nz](mailto:info@nzta.govt.nz)

### 2. Occupation/business

Section 4 of the Land Transport (Trade Plates) Notice 2011 allows certain persons or organisations to use trade plates.

### 3. Certification

The use of trade plates does not eliminate the requirement of a current warrant of fitness (WoF) or certificate of fitness (CoF). Go to [www.nzta.govt.nz/trade-uncertified](http://www.nzta.govt.nz/trade-uncertified) for more information about the use of trade plates on uncertified vehicles.

### 4. Attaching your trade plate

The plate must be displayed on the rear of the motor vehicle in an upright position so every letter, figure and distinguishing mark on the plate is easily visible.

### 5. Trade plate renewal

Trade plates are licensed to 31 December each year. The year embossed on the right hand side of the plate shows the licence period of your trade plate.

Towards the end of each year, we'll send you a licence renewal reminder to allow you to renew your trade plate for the following year. All trade plate licence renewals are processed by our plate manufacturer.

You'll need to return all completed applications in plenty of time to allow for the manufacture/dispatch of your new trade plate before 31 December.

### 6. Return of trade plates

After 31 December each year existing trade plates for previous years must be returned to our plate manufacturer, in the post paid package when you receive your new plate. NO cancellation form needs to be completed.

### 7. Additional information

For further information, go to [www.nzta.govt.nz/trade-plates](http://www.nzta.govt.nz/trade-plates) or call us on 0800 108 809.