



Passenger transport vehicle (PTV) authorisation user guide

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Introduction

What is a passenger transport vehicle (PTV) authorisation?

The [Transport \(Road Passenger Services\) Act 2018](#) (the Act) and [Transport \(Road Passenger Services\) Regulations 2020](#) (the Regulations), regulate the WA passenger transport industry. Under the Act, a passenger transport vehicle (PTV) authorisation is required for all vehicles that are used, or intended to be used, to provide passenger transport services for hire or reward.

There are four categories of PTV authorisation:

- On-demand charter (OD-C) passenger transport service:
The OD-C category includes rideshare, limousines, party buses, charter buses (like school busses), and other charter services like private airport transfers or mine site transfers. These vehicles must only take pre-booked work.
- On-demand rank or hail (OD-RH) (taxi) passenger transport service:
The OD-RH (taxi) category is for vehicles that are intended to be operated as taxis. Taxis can ply or tout for hire on a road or at a taxi rank. Taxi vehicles require specific equipment and must have 'TAXI' plates.
- Tourism passenger transport (TPT) service:
The TPT category is for vehicles used to transport passengers to destinations listed on a publicly available tour itinerary for the purposes of tourism.
- Regular passenger transport (RPT) service:
The RPT category is for vehicles used to transport passengers for hire or reward, conducted according to regular routes and timetables.

PTV authorisations can be issued for 1, 3, 6 or 12 months. Note: one-month PTV authorisations cannot be renewed and are intended for when a temporary or replacement vehicle is required.

Vehicles with a PTV authorisation can operate for multiple on-demand booking services (ODBSs) as long as certain requirements are met (for example, appropriate signage and equipment).

Who can hold a PTV authorisation?

Anyone can apply for a PTV authorisation and there are no limits to when and where they can operate, or how many authorisations someone can hold.

PTV authorisations need to be linked to a vehicle. The person who is granted the PTV authorisation should therefore be the person who is responsible for the day-to-day operation of the vehicle. This can be either the vehicle's registered owner or someone with consent from the vehicle owner.

For this reason, the PTV authorisation cannot be granted in the name of a partnership or trust; it must be granted to an individual person or body corporate.

Multiple PTV categories

A PTV authorisation can be issued for one or more categories. There is no cost to add extra categories.

Note: If you choose the OD-RH category, you cannot choose the OD-C. The OD-RH category automatically lets you also operate as an OD-C vehicle. However, an OD-C category does not authorise you to do OD-RH work as there are different requirements for these vehicles.

What equipment does my PTV need?

PTV OD-RH (taxi)

To operate as an authorised PTV in the OD-RH category, the vehicle must have:

- a working fare calculating device (meter) that has been installed in accordance with the manufacturer's instructions
- a roof sign and the roof light that are clearly visible in daylight
- a camera surveillance unit (CSU) and signage on the inside and outside of the vehicle advising passengers that a camera is installed, that meets required standards
- required livery
- raised lettering (applied to the vehicle, or you must declare that you undertake to attach raised lettering upon receipt of the taxi plate), and
- taxi plates.

Taxi vehicle interiors must display the ODBS's:

- authorisation number(s)
- contact information, and
- fare schedule.

Taxi drivers must ensure their [driver identity document](#) is displayed prominently in their vehicle. This is often displayed on the vehicle's meter, or is a card displayed on the dashboard or sun visor.

PTV OD-C (charter)

To operate as an authorised PTV in the OD-C category, the vehicle must have:

- prominent livery, or
- a sign in the left of the rear window (or on the vehicle and visible from the rear) that indicates the ODBS that the vehicle is operating under, and
- interior signage to advise customers that a CSU is installed, if applicable.

The vehicle cannot be marked using the word 'taxi'.

Charter drivers must ensure their [driver identity document](#) is made available before the person's use of the vehicle begins. This may include their profile on your booking app or a name tag.

PTV RPT and TPT

There is no specific equipment or livery that an authorised PTV in the [RPT](#) or [TPT](#) categories requires.

Before you apply

Note: The screenshots provided in this document are accurate at the time of publishing. Ongoing system development may cause minor changes to these screens.

The fees displayed may not reflect the current fees. Visit [On-demand transport fees and charges](#) for up-to-date information about fees.

1. Get a [DoTDirect](#) account for the entity that you want to hold the PTV authorisations in, either an individual or body corporate.
2. Ensure the vehicle registration is valid, as a PTV authorisation can only be granted to a vehicle with an active vehicle licence.

Ensure any outstanding vehicle registration fees are paid before applying. If you do not own the vehicle, you must obtain the owner's consent and make sure they change the vehicle's motor injury insurance (MII) class to the appropriate type for a PTV. See [Ensure your PTV is insured correctly](#) for more information.

If the owner does not change the MII class, your application will display the message 'A vehicle that you do not own must have the correct insurance class before an application can be made.'

The screenshot shows the 'Passenger transport vehicle application' interface. The navigation bar includes 'Overview', 'Profile', 'My work details', 'On-demand Transport', 'Towing', 'Vehicles', 'Infringements', 'Marine', and 'Help'. The 'On-demand Transport' section is active. The application progress bar shows three steps: 'Application details' (completed), 'Vehicle(s) selection' (current step), and 'Review and confirm'. The 'Vehicle search' section is displayed with a search bar containing '1GEZ802'. Below the search bar, a message states: 'Vehicle is not registered. Vehicle inspection requirements have not been met. A vehicle that you do not own must have the correct insurance class before an application can be made.' The message is highlighted with a red box.

3. Ensure you have a valid vehicle inspection. To apply for a PTV authorisation the vehicle must either:
 - have been fully inspected in the previous three months prior to application, or
 - be a new vehicle registered for the first time in WA in the last 10 days.

If one of these conditions is not met before applying for authorisation, the nominated vehicle must pass the Department of Transport and Major Infrastructure's (DTMI's) vehicle inspection process and comply with DTMI's standards, as per the Act and Regulations.

If you have not had the vehicle inspected, the screen will display the message 'Vehicle inspection requirements have not been met.'

The screenshot shows the 'Vehicle search' section of the application. The search bar contains '1GEZ802'. Below the search bar, a message states: 'Vehicle is not registered. Vehicle inspection requirements have not been met. A vehicle that you do not own must have the correct insurance class before an application can be made.' The message is highlighted with a red box.

4. If the vehicle requires inspection, this must be done at an Authorised Inspection Station (AIS). Take a copy of the 'ODT119: Vehicle examination required' form with you when the vehicle gets inspected. To download this form or learn more, visit the [PTV inspections](#) page.

Notes before applying

Saving and inactivity

Note: You cannot save your application. If you leave the DoTDirect screen or there is no activity for thirty minutes the system will time out, and the application will be lost.

Multiple and large applications

If you are applying for multiple PTV authorisations (up to 100 vehicles at a time) you can only apply for vehicles that are the same category type (i.e. only rank or hail) and intend to have the same planned expiry date.

Note: Adding multiple vehicles may exceed the \$20,000 limit for online payments via DoTDirect. In this case, payment must be made in person. See [Lodge and pay later](#) for more information.

You may apply for a number of combinations of categories. Note: if you choose the OD-RH category, you cannot also choose the OD-C category. The OD-RH category automatically lets you also operate as an OD-C vehicle.

Authorisation periods and common expiry dates

When applying for additional PTVs, you can choose to align your authorisation to the expiry date of another PTV, creating a common expiry date. This will allow both PTVs to be renewed by one invoice. PTV authorisations can be renewed for either 3, 6 or 12 months, or a common expiry date if you have existing PTV authorisations. One-month authorisations are not renewable. Once a PTV expires, an application is required to issue another authorisation.

Ensure your PTV is insured correctly

MII is an expanded insurance cover, that provides treatment, care and support if you are catastrophically injured in a vehicle crash, irrespective of whether another driver is found at fault in the crash.

Any vehicle used to carry passengers for hire and reward must have the correct class of MII recorded against its registration. This is defined by the Insurance Commission of Western Australia (ICWA).

The MII class will be automatically adjusted to reflect your vehicle size and type of passenger transport service as part of the PTV application.

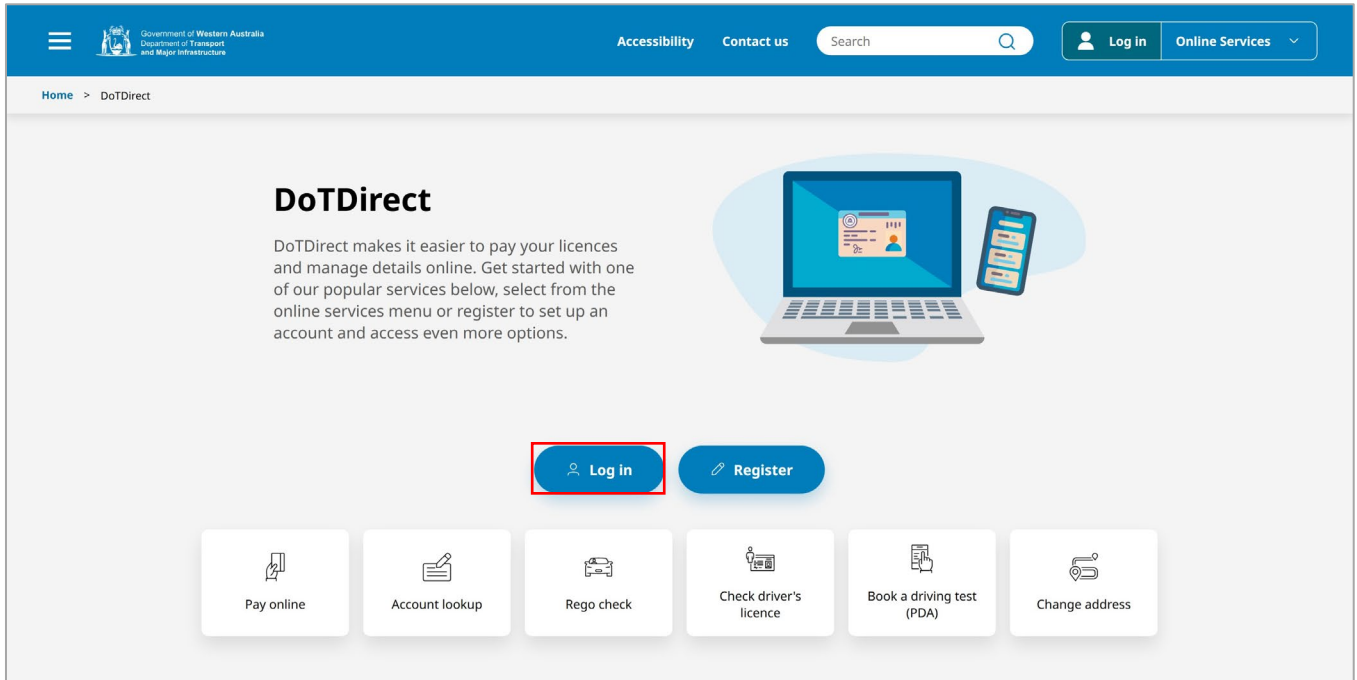
If the PTV application is for a vehicle that is owned by another party, the registered owner of the vehicle must attend a Driver and Vehicle Services Centre with a completed Declaration of Motor Injury Insurance Class (Form E67) to change the MII class to the appropriate hire or reward category. This must be done before you can successfully apply for the PTV authorisation.

Note: If you wish to have insurance cover for the cost of damage to vehicles and property, you need to have separate vehicle insurance with a private insurance company.

Visit the [Motor Injury Insurance page](#) for further details.

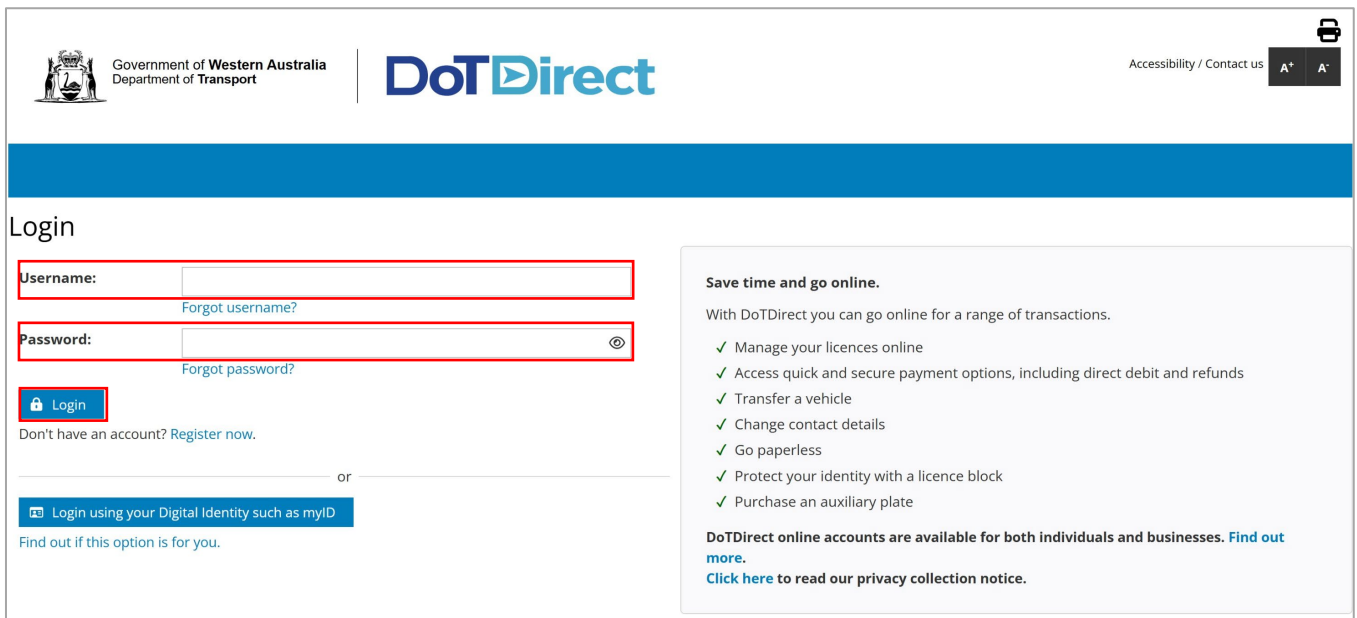
Log in to your DoTDirect account

1. To log into DoTDirect, open your web browser and navigate transport.wa.gov.au/dotdirect
2. Select 'Log in'.



The screenshot shows the DoTDirect homepage. At the top is a blue header with the Government of Western Australia logo, navigation links (Accessibility, Contact us), a search bar, and a 'Log in' button. Below the header, the main content area features the 'DoTDirect' title and a description: 'DoTDirect makes it easier to pay your licences and manage details online. Get started with one of our popular services below, select from the online services menu or register to set up an account and access even more options.' To the right is an illustration of a laptop and a smartphone displaying the service interface. Below this, there are two buttons: 'Log in' (highlighted with a red box) and 'Register'. At the bottom, there is a row of six service tiles: 'Pay online', 'Account lookup', 'Rego check', 'Check driver's licence', 'Book a driving test (PDA)', and 'Change address'.

3. Enter your 'Username' and 'Password', then select 'Login'.



The screenshot shows the DoTDirect login page. At the top, there is a header with the Government of Western Australia logo, the 'DoTDirect' logo, and links for 'Accessibility / Contact us'. The main content area is titled 'Login'. It contains two input fields: 'Username:' and 'Password:', both highlighted with red boxes. Below the 'Username' field is a link 'Forgot username?'. Below the 'Password' field is a link 'Forgot password?' and an eye icon to toggle password visibility. A 'Login' button is also highlighted with a red box. Below the login fields, there is a link 'Don't have an account? Register now.' and a section for 'Login using your Digital Identity such as myID' with a button and a link 'Find out if this option is for you.' To the right of the login fields, there is a section titled 'Save time and go online.' with a list of benefits: 'Manage your licences online', 'Access quick and secure payment options, including direct debit and refunds', 'Transfer a vehicle', 'Change contact details', 'Go paperless', 'Protect your identity with a licence block', and 'Purchase an auxiliary plate'. At the bottom of this section, it states 'DoTDirect online accounts are available for both individuals and businesses. Find out more.' and a link 'Click here to read our privacy collection notice.'

4. The 'Approve sign in request' page will display. A verification code will be sent to the mobile number registered with your DoTDirect account. Enter the 6-digit code and select 'Verify'.

Approve sign in request

Two-factor authentication is enabled for your account.

A verification code has been sent to XXXX XXX 110.

Enter the 6 digit code: *

Resend code

Having trouble? Sign in another way

Verify Cancel

5. If you are applying as an individual (sole trader) user, select your 'Personal' profile. Personal profiles have blue headings and screen elements.

If you are applying on behalf of an organisation, select the organisation's DoTDirect profile.

Organisation profiles have green headings and screen elements.

Government of Western Australia
Department of Transport

DoTDirect

Accessibility / Contact us

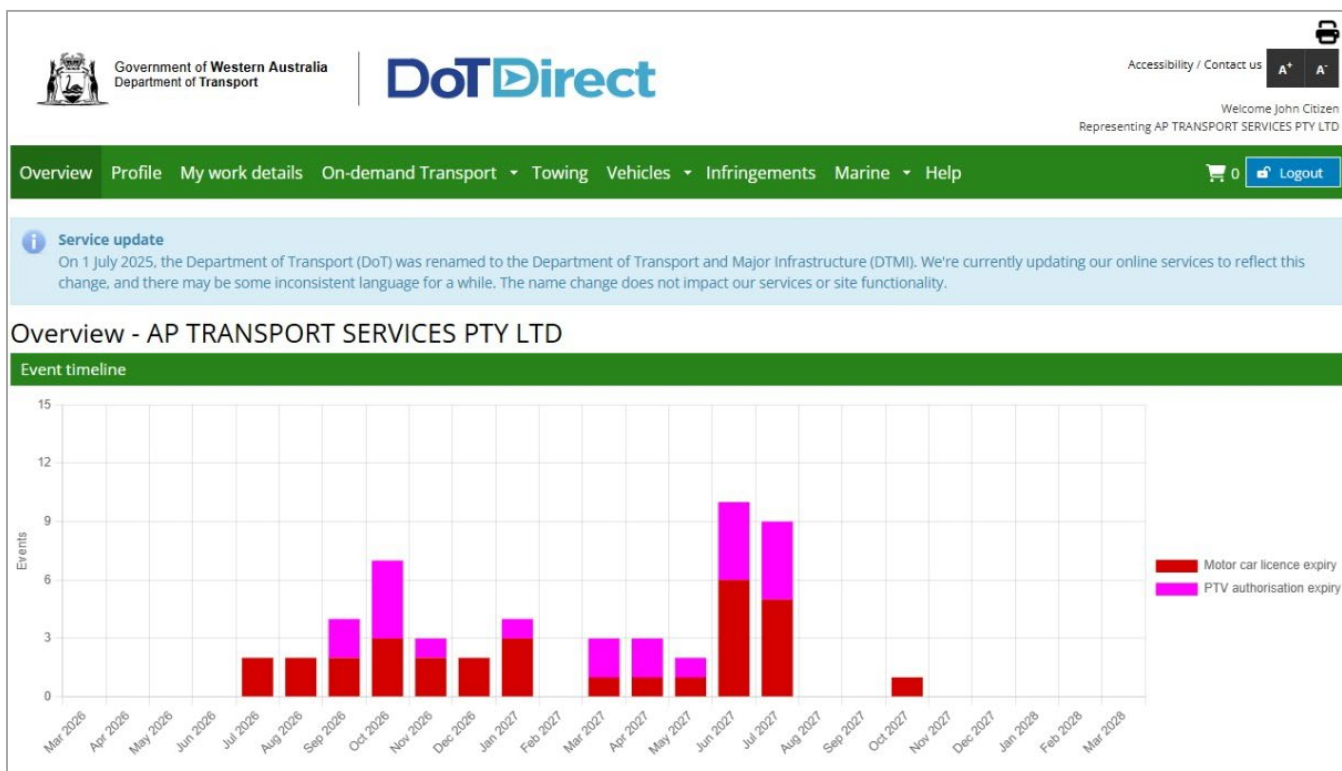
Welcome John Citizen

Logout

Select profile

Personal AP TRANSPORT SERVICES PTY LTD

6. After selecting a profile, you will be taken to the profile's 'Overview' page.



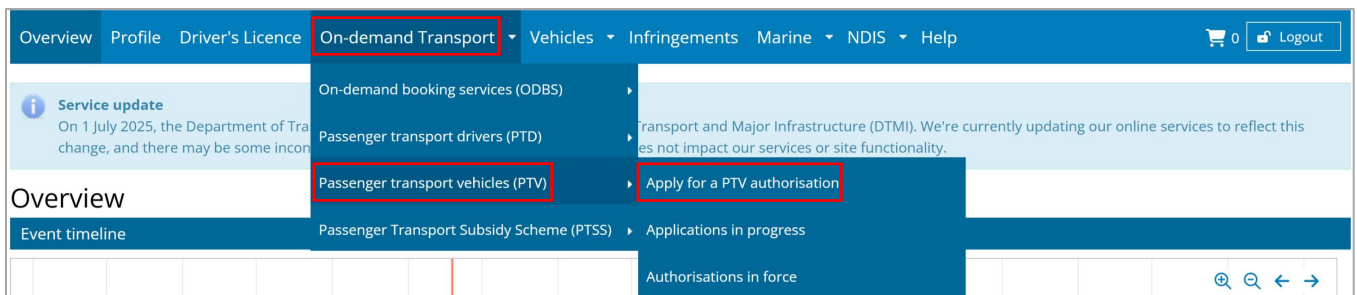
How to apply for a PTV authorisation

Starting the application

Applications for PTV authorisations can only be made via [DoTDirect](#). You can apply for more than one PTV authorisation at a time, however each vehicle added will incur an application fee. Visit [On-demand transport fees and charges](#) for current fees and charges.

To apply for a PTV authorisation, [log in to your DoTDirect account](#), then follow these steps.

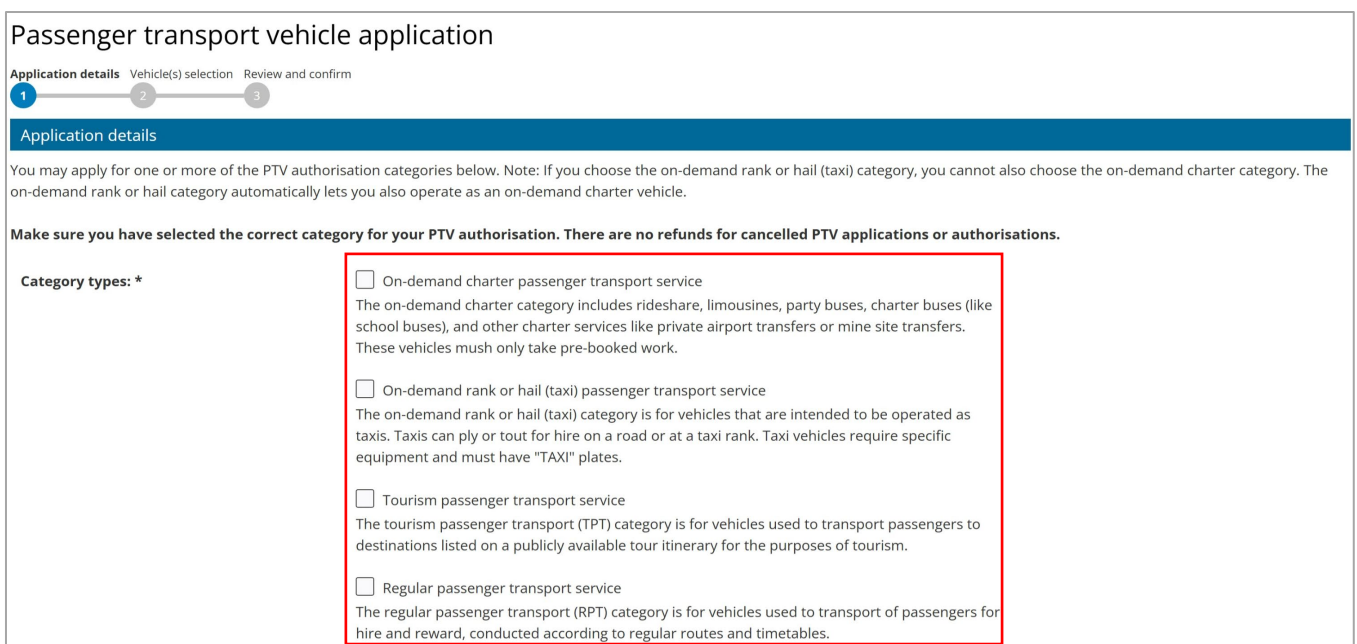
1. Select 'On-demand Transport'. From the dropdown menu, select 'Passenger transport vehicles (PTV)', then 'Apply for a PTV authorisation'.



2. Read the information on the 'Apply for a PTV authorisation' page, then select 'Apply for a PTV authorisation'.



3. Read the application details and select the PTV authorisation category that you wish to apply for.



Apply for an OD-RH (taxi) PTV authorisation

1. To apply for an OD-RH (taxi) PTV authorisation, select 'On-demand rank or hail (taxi) passenger transport service'.

Passenger transport vehicle application

Application details Vehicle(s) selection Review and confirm

Application details

You may apply for one or more of the PTV authorisation categories below. Note: If you choose the on-demand rank or hail (taxi) category, you cannot also choose the on-demand charter category. The on-demand rank or hail category automatically lets you also operate as an on-demand charter vehicle.

Make sure you have selected the correct category for your PTV authorisation. There are no refunds for cancelled PTV applications or authorisations.

Category types: *

☐ On-demand charter passenger transport service

The on-demand charter category includes rideshare, limousines, party buses, charter buses (like school buses), and other charter services like private airport transfers or mine site transfers. These vehicles must only take pre-booked work.

☒ On-demand rank or hail (taxi) passenger transport service

The on-demand rank or hail (taxi) category is for vehicles that are intended to be operated as taxis. Taxis can ply or tout for hire on a road or at a taxi rank. Taxi vehicles require specific equipment and must have "TAXI" plates.

2. Select the authorisation period you wish to operate for, either 1, 3, 6 or 12 months. 1-month authorisations are not renewable.

Tick the box to receive SMS alerts about your PTV authorisation, then select 'Next' to continue.

1 month (not renewable)

3 month

6 month

12 month

Common expiry date

Reuse previous authorisation(s)

Authorisation period: *

1 month (not renewable)

3 month

6 month

12 month

Common expiry date

Reuse previous authorisation(s)

Tick the box below to receive SMS alerts about your PTV authorisation. The mobile number shown is from your DoTDirect profile. You can change your contact details on the Profile menu.

☒ Send SMS alerts to 0491570110

Cancel

Next

Note: If you wish to align the expiry date to another PTV you have registered, select 'Common expiry date'. This allows you renew multiple PTV authorisations as a single invoice.

Authorisation period: *

Common expiry date

Common expiry date: *

Common expiry date

17/9/2027

Tick the box below to receive SMS alerts about your PTV authorisation. The mobile number shown is from your DoTDirect profile. You can change your contact details on the Profile menu.

☒ Send SMS alerts to 0491570110

Cancel

Next

3. Enter the vehicle's 'Licence plate', then select 'Search vehicle'. If required, you can add more than one vehicle.

Application details

Vehicle(s) selection

Review and confirm

Vehicle search

Licence plate: *

Search vehicle

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- Read the information under 'Vehicle details' and ensure the vehicle selected is correct.
- Select whether the vehicle is wheelchair accessible.

Vehicle details						
Licence plate:	TAXI1161	Make:	Toyota	Model:	Corolla	Search another vehicle
Year of manufacture:	2015	Insurance class:	3C	VIN/Chassis number:	JTNKU3JEX0J512184	

Wheelchair details

A wheelchair accessible vehicle (WAV) is an on-demand vehicle that is used or intended to be used for the transport of people who have a disability and any wheelchairs or other aids required. WAVs in Western Australia are required to comply with the standards set by the *Transport (Road Passenger Services) Regulations 2020*. This includes compliance with the:

- appropriate Australian Standards for hoists and ramps for people with disabilities;
- Australian and New Zealand Standards for wheelchair tiedown and occupant restraint systems; and
- relevant sections of the *Disability Standards for Accessible Public Transport 2002*.

Does the vehicle have wheelchair capacity? * ☐ Yes ☐ No

If answering 'Yes', select the 'Wheelchair mechanism', the 'Number of wheelchairs' the vehicle can carry and tick the box to confirm that the vehicle equipped to safely transport passengers using a wheelchair, in accordance with the Regulations.

Does the vehicle have wheelchair capacity? * ☒ Yes ☐ No

Wheelchair mechanism: *

Number of wheelchairs: *

☐ I confirm the vehicle is equipped to safely transport a passenger using a wheelchair in accordance with the *Transport (Road Passenger Services) Regulations 2020*.

Rank or Hail (Taxi) vehicle declaration

Does the vehicle have wheelchair capacity? * ☒ Yes ☐ No

Wheelchair mechanism: *

Number of wheelchairs: *

☒ I confirm the vehicle is equipped to safely transport a passenger using a wheelchair in accordance with the *Transport (Road Passenger Services) Regulations 2020*.

- Read the declaration and tick the box to declare your vehicle meets requirements to be authorised for OD-RH services.

Rank or Hail (Taxi) vehicle declaration

☒ The nominated vehicle's intended use is for on-demand rank or hail passenger transport services. I declare that:

- the vehicle has been fitted with:
 - a working fare calculation device (meter), that has been installed in accordance with the manufacturer's instructions;
 - a roof sign and roof light that is clearly visible in daylight and at night;
 - a camera surveillance unit and related signage that meets current standards; and
 - required livery; and
- when I receive the TAXI plate, I will attach raised lettering of the numbers on the plate, on the exterior passenger doors of the taxi, forward of the handle.

- Select the relevant insurance, then select 'Add vehicle'.

Insurance class details

The correct Motor Injury Insurance (MII) class must be declared for the purpose for which the vehicle is to be used. Failure to correctly declare a vehicle's use may breach your policy of MII. For information on the appropriate MII class please refer to the [Transport related fees](#) page on the Department of Transport website.

Current class: 3C

Insurance class: *

☒ (3C) Any motor vehicle licensed under the *Road Traffic (Vehicles) Regulations 2014* and used as an on-demand rank or hail (taxi) passenger transport vehicle, as defined in the *Transport (Road Passenger Services) Act 2018*, principally operating within a 40-kilometre radius of the GPO Perth.

☐ (3D) Any motor vehicle licensed under the *Road Traffic (Vehicles) Regulations 2014* and used as an on-demand rank or hail (taxi) passenger transport vehicle, as defined in the *Transport (Road Passenger Services) Act 2018*, principally operating outside a 40-kilometre radius of the GPO Perth.

[+ Add vehicle](#)

Note: If you do not own the vehicle(s) nominated in the application for the PTV authorisation, you will need to declare that you have the consent of the vehicle owner to do so.

Third party owned vehicle declaration

☒ I declare that I have the consent of the owner of the nominated vehicle to apply for this passenger transport vehicle authorisation.

8. A notification will show to let you know the vehicle was added. More vehicles can be added at this stage, by repeating these steps. Once all vehicles have been added, select 'Next'.

The vehicle was added.

Vehicle search

Licence plate: *

List of selected vehicles

Licence plate	Make	Model	Year of manufacture	VIN/Chassis number	Actions
TAXI1161	Toyota	Corolla	2015	JTNKU3JEX0J512184	Delete

Please note that only 100 vehicles can be added to this application.

9. Review the information you have provided in your application. Expand the rows for more details.

Application details Vehicle(s) selection **Review and confirm**

Please review your application details

Application details

Category type(s): On-demand rank or hail (taxi) passenger transport service

Authorisation period: 12 month

☒ SMS alerts from on-demand transport in relation to the passenger transport vehicle authorisation may be sent to 0491570110.

You have applied for passenger transport vehicle authorisation(s) for the following vehicle(s)

Expand rows to see detailed information

	Licence plate	Make	Model	Fee
	TAXI1161	Toyota	Corolla	\$160.70

TAXI1161 Toyota Corolla \$160.70

Vehicle details

Year of manufacture: 2015 VIN/Chassis number: JTNKU3JEX0J512184

Current insurance class: 3C Nominated insurance class: 3C

Fee details

Application fee: \$33.70 Authorisation fee: \$127.00

Plate change fee: \$0.00

Rank or Hail (Taxi) vehicle declaration

☒ The nominated vehicle's intended use is for on-demand rank or hail passenger transport services. I declare that:

- the vehicle has been fitted with:
 - a working fare calculation device (meter), that has been installed in accordance with the manufacturer's instructions;
 - a roof sign and roof light that is clearly visible in daylight and at night;
 - a camera surveillance unit and related signage that meets current standards; and
 - required livery; and
- when I receive the TAXI plate, I will attach raised lettering of the numbers on the plate, on the exterior passenger doors of the taxi, forward of the handle.

Third party owned vehicle declaration

☒ I declare that I have the consent of the owner of the nominated vehicle to apply for this passenger transport vehicle authorisation.

10. Read the 'Privacy statement' and tick the box confirming you have read and understand.

Privacy statement

The Department of Transport and Major Infrastructure is committed to protecting the confidentiality of your personal information in accordance with the *Transport (Road Passenger Services) Act 2018* ("the Act") and subsidiary regulations.

Information supplied in this application will be used by officers of the Department to assess your eligibility and suitability to hold a passenger transport vehicle authorisation. If you do not provide this information your application can not proceed. The information you provide will be kept confidential, but may be disclosed to third parties for the purpose of confirming information you provide in this application.

By making this application you acknowledge that, pursuant to Part 7 of the Act, the CEO may disclose on the Department's website, to the public, or to any person, the following information about passenger transport vehicle authorisations - the authorisation number and number plate of the vehicle, the category of authorisation and whether or not it is in force, and any conditions imposed on an authorisation by the CEO. You also consent to the CEO disclosing details of the expiry date of any passenger transport vehicle authorisation you may be issued under the Act.

☒ I have read and understood the privacy statement outlined above.

11. Read the 'Declaration of acknowledgement' and tick the boxes to confirm:
 - the information provided in your application is true and correct, and
 - you understand that any statement or misrepresentation made in your application is an offence.
12. Select 'Lodge and pay'. To learn how to pay, see [How to pay your PTV authorisation fees](#).
 Note: If the 'Total fee' is over \$20,000.00, your payment will have to be made later. In this case, a 'Lodge and pay later' button will appear. Select this button and follow the [Lodge and pay later](#) steps.

Declaration of acknowledgement

It is a serious criminal offence to make a false or misleading statement in connection with an application for a passenger transport vehicle authorisation.

☒ I certify the information provided in this application is true and correct.

☒ I understand that any statement or misrepresentation that I have made in this application which I know to be false is an offence under the *Transport (Road Passenger Services) Act 2018*.

Total fee: \$160.70

Apply for an OD-C PTV authorisation

1. To apply for this PTV authorisation, select 'On-demand charter passenger transport service'.

Passenger transport vehicle application

Application details Vehicle(s) selection Review and confirm

1 2 3

Application details

You may apply for one or more of the PTV authorisation categories below. Note: If you choose the on-demand rank or hail (taxi) category, you cannot also choose the on-demand charter category. The on-demand rank or hail category automatically lets you also operate as an on-demand charter vehicle.

Make sure you have selected the correct category for your PTV authorisation. There are no refunds for cancelled PTV applications or authorisations.

Category types: *

☒ On-demand charter passenger transport service
 The on-demand charter category includes rideshare, limousines, party buses, charter buses (like school buses), and other charter services like private airport transfers or mine site transfers. These vehicles must only take pre-booked work.

2. Select the authorisation period you wish to operate for, either 1, 3, 6 or 12 months. 1-month authorisations are not renewable.

Tick the box to receive SMS alerts about your PTV authorisation, then select 'Next' to continue.

Authorisation period: *

Tick the box below to receive SMS alerts about your PTV authorisation. The mobile number shown is from your DoTDirect profile. You can change your contact details on the Profile menu.

☒ Send SMS alerts to 0491570110

Note: If you wish to align the expiry date to another PTV you have registered, select 'Common expiry date'. This allows you renew multiple PTV authorisations as a single invoice.

Authorisation period: *

Common expiry date

Common expiry date: *

Tick the box below to receive SMS alerts about your PTV authorisation. The mobile number shown is from your DoTDirect profile. You can change your contact details on the Profile menu.

☒ Send SMS alerts to 0491570110

3. Enter the vehicle's 'Licence plate', then select 'Search'. If required, you can add more than one vehicle.

Application details **Vehicle(s) selection** Review and confirm

Vehicle search

Licence plate: *

4. Read the 'Vehicle details' and ensure the vehicle selected is correct.

5. Select whether the vehicle is wheelchair accessible.

Vehicle details

Licence plate:	1CTD257	Make:	Toyota	Model:	Corolla	Search another vehicle
Year of manufacture:	2006	Insurance class:	1A	VIN/Chassis number:	JTDKR23E300252214	

Wheelchair details

A wheelchair accessible vehicle (WAV) is an on-demand vehicle that is used or intended to be used for the transport of people who have a disability and any wheelchairs or other aids required. WAVs in Western Australia are required to comply with the standards set by the *Transport (Road Passenger Services) Regulations 2020*. This includes compliance with the:

- appropriate Australian Standards for hoists and ramps for people with disabilities;
- Australian and New Zealand Standards for wheelchair tiedown and occupant restraint systems; and
- relevant sections of the *Disability Standards for Accessible Public Transport 2002*.

Does the vehicle have wheelchair capacity? * ☐ Yes ☐ No

If answering 'Yes', select the 'Wheelchair mechanism', the 'Number of wheelchairs' the vehicle can carry and tick the box to confirm that the vehicle is equipped to safely transport passengers using a wheelchair, in accordance with the Regulations.

Does the vehicle have wheelchair capacity? * ☒ Yes ☐ No

Wheelchair mechanism: *

Number of wheelchairs: *

☐ I confirm the vehicle is equipped to safely transport a passenger using a wheelchair in accordance with the *Transport (Road Passenger Services) Regulations 2020*.

Insurance class details

Does the vehicle have wheelchair capacity? * ☒ Yes ☐ No

Wheelchair mechanism: *

Number of wheelchairs: *

☒ I confirm the vehicle is equipped to safely transport a passenger using a wheelchair in accordance with the *Transport (Road Passenger Services) Regulations 2020*.

6. Select the relevant insurance, then select 'Add vehicle'.

Insurance class details

The correct Motor Injury Insurance (MII) class must be declared for the purpose for which the vehicle is to be used. Failure to correctly declare a vehicle's use may breach your policy of MII. For information on the appropriate MII class please refer to the [Transport related fees](#) page on the Department of Transport website.

Current class: 1A

Insurance class: * ☒ (3F) Any motor vehicle used as a passenger transport vehicle for hire or reward not included in Classes 3 (a) to 3 (e) inclusive.

Note: If you do not own the vehicle(s) nominated in the application for the PTV authorisation, you will need to declare that you have the consent of the vehicle owner to do so.

Third party owned vehicle declaration

☒ I declare that I have the consent of the owner of the nominated vehicle to apply for this passenger transport vehicle authorisation.

7. A notification will show to let you know 'The vehicle was added'. More vehicles can be added at this stage, by repeating these steps. Once all vehicles have been added, select 'Next'.

i The vehicle was added.

Vehicle search

Licence plate: * Search vehicle

List of selected vehicles

Licence plate	Make	Model	Year of manufacture	VIN/Chassis number	Actions
1CTD257	Toyota	Corolla	2006	JTDKR23E300252214	Delete

Please note that only 100 vehicles can be added to this application.

Back
Cancel
Next

8. Review the information you have provided in your application. Expand the rows for more details.

Application details
 Vehicle(s) selection
 Review and confirm

Please review your application details

Application details
 Category type(s): On-demand charter passenger transport service
 Authorisation period: 12 month
☒ SMS alerts from on-demand transport in relation to the passenger transport vehicle authorisation may be sent to 0491570110.

You have applied for passenger transport vehicle authorisation(s) for the following vehicle(s)

Expand rows to see detailed information				
	Licence plate	Make	Model	Fee
<i>i</i>	1CTD257	Toyota	Corolla	\$328.45

i

Vehicle details
 Year of manufacture: 2006 VIN/Chassis number: JTDKR23E300252214
 Current insurance class: 1A Nominated insurance class: 3F

Fee details
 Application fee: \$33.70 Authorisation fee: \$127.00

Insurance class adjustment
 Insurance: \$138.64 GST on insurance: \$13.86
 Insurance duty: \$15.25 Total adjustment: \$167.75DR
 Applied adjustment: \$0.00
 Insurance class adjustment fee: \$167.75DR

Third party owned vehicle declaration
☒ I declare that I have the consent of the owner of the nominated vehicle to apply for this passenger transport vehicle authorisation.

9. Read the 'Privacy statement' and tick the box confirming you have read and understand.

Privacy statement

The Department of Transport and Major Infrastructure is committed to protecting the confidentiality of your personal information in accordance with the *Transport (Road Passenger Services) Act 2018* ("the Act") and subsidiary regulations.

Information supplied in this application will be used by officers of the Department to assess your eligibility and suitability to hold a passenger transport vehicle authorisation. If you do not provide this information your application can not proceed. The information you provide will be kept confidential, but may be disclosed to third parties for the purpose of confirming information you provide in this application.

By making this application you acknowledge that, pursuant to Part 7 of the Act, the CEO may disclose on the Department's website, to the public, or to any person, the following information about passenger transport vehicle authorisations - the authorisation number and number plate of the vehicle, the category of authorisation and whether or not it is in force, and any conditions imposed on an authorisation by the CEO. You also consent to the CEO disclosing details of the expiry date of any passenger transport vehicle authorisation you may be issued under the Act.

☒ I have read and understood the privacy statement outlined above.

10. Read the 'Declaration of acknowledgement and tick the boxes to confirm:
- the information provided in your application is true and correct, and
 - you understand that any statement or misrepresentation made in your application is an offence.
11. Select 'Lodge and pay'. To learn how to pay, see [How to pay your PTV authorisation fees](#).

Note: If the 'Total fee' is over \$20,000.00, your payment will have to be made later. In this case, a 'Lodge and pay later' button will appear. Select this button and follow the [Lodge and pay later](#) steps.

Declaration of acknowledgement

It is a serious criminal offence to make a false or misleading statement in connection with an application for a passenger transport vehicle authorisation.

☒ I certify the information provided in this application is true and correct.

☒ I understand that any statement or misrepresentation that I have made in this application which I know to be false is an offence under the *Transport (Road Passenger Services) Act 2018*.

Total fee: \$328.45

Back

Cancel

Lodge and pay

Print

How to cancel your PTV application

At any stage of the application process for a PTV authorisation, you can cancel your application.

1. Select the 'Cancel' button.

Overview Profile My work details On-demand Transport Towing Vehicles Infringements Marine Help

Passenger transport vehicle application

Application details Vehicle(s) selection Review and confirm

Vehicle search

Licence plate: *

List of selected vehicles

Licence plate	Make	Model	Year of manufacture	VIN/Chassis number	Actions
No vehicle has been added to this application.					

Please note that only 100 vehicles can be added to this application.

2. A confirmation page will appear. Select 'Yes' to cancel.

Licence plate: *

List of selected vehicles

Licence plate	Make	Model	Year of manufacture	VIN/Chassis number	Actions
No vehicle has been added to this application.					

Please note that only 100 vehicles can be added to this application.

Are you sure you wish to cancel the application? All data will be lost.

3. You will be automatically returned to the PTV application page

Overview Profile My work details On-demand Transport Towing Vehicles Infringements Marine Help

Apply for a PTV authorisation

A passenger transport vehicle (PTV) authorisation is required for all vehicles that are used, or intended to be used, to provide a passenger transport service for hire or reward.

There are four categories of PTV authorisation:

- on-demand charter (OD-C);
- on-demand rank or hail (taxi) (OD-RH);
- tourism passenger transport (TPT); and
- regular passenger transport (RPT).

For further information, visit our [website](#).

How to pay your PTV authorisation fees

After reviewing the application, you will be directed to payment. When paying for your PTV application you will have two options:

- online in your DoTDirect account, via credit card, or
- in person at a DTMI centre, via cheque or EFTPOS, by choosing [Lodge and pay later](#).

If you choose to pay in person at a DTMI centre, you will need to take note of the account number supplied, as you will need to provide this to DTMI staff to process your payment. Payment must be made within 7 days of the application being submitted.

Motor Injury Insurance costs may be incurred too – these amounts will vary between vehicles.

Visit [On-demand transport fees and charges](#) to see a PTV authorisation fees and charges.

Your PTV authorisation account will now appear in your 'To-do list' in the overview of your DoTDirect account profile. This account must be paid to enable your PTV authorisation active.

To-do list			
When	Date	To-do	Action
7 days	12/6/2019	 The passenger transport vehicle application (1IN475) is available for payment (account number 011078917664)	 Pay now
11 days	16/6/2019	 The licence renewal account for Hyundai CVL3436 is available for payment.	 Add to trolley
26 days	1/7/2019	 The licence renewal account for Toyota CVL3437 is available for payment.	 Add to trolley

Lodge and pay now

1. Enter your credit card details to pay the application fee and select 'Process payment'.

Passenger transport vehicle application payment

Confirmation

Payment

Complete

Credit card details

Please enter the details of the credit or debit card to be used for payment.

Amount \$160.70

We accept American Express, Mastercard or Visa.   

Cardholder name

Card number

Expiry date

CVN

MM

YY

Process payment

2. Once the payment has been processed, a receipt will be available for you to download. Select 'Download payment receipt summary' if you wish to save or print a copy of your receipt summary.

Confirmation

Payment

Complete

Payment has been processed. A confirmation email will be sent to sharif.ahmed@transport.wa.gov.au.

Return to Overview

Download payment receipt summary

3. The payment receipt summary itemises the payments by 'PTV application fee', 'PTV authorisation fee', 'Insurance class adjustment' and 'Plate change fee'.

The plate fee charge is only applicable for OD-RH. You will automatically be sent an authorisation to your email. OD-RH applicants will not receive authorisation and must continue to step four.



Government of Western Australia
Department of Transport
and Major Infrastructure

Passenger transport vehicle

ABN: 27 285 643 255

Authorisation payment receipt summary

Account Number: 011134430315
 Tax Invoice Issue Date: 18/09/2026
 Applicant: JOHN CITIZEN
 Customer Number: 4295448
 Payment Description: PASSENGER TRANSPORT VEHICLE AUTHORISATION PAYMENT RECEIPT SUMMARY

Payment details

Plate number	PTV application fee		PTV authorisation fee		Insurance class adjustment		Plate change fee		Total
	Receipt no.	Fee	Receipt no.	Fee	Receipt no.	Fee	Receipt no.	Fee	
TAXI1161	168225367	\$33.70	168225368	\$127.00					\$160.70
Total due:									\$160.70
Credit adjustment:									\$0.00
Amount paid:									\$160.70

Notes

Please note that individual receipt details can be found in DoTDirect under each individual fee type. It is important that you print this page or record the receipt number(s) as proof of your payment. You may be asked to provide your receipt details should you have an enquiry regarding this payment.

4. After paying for a PTV application for an OD-RH category, a PTV authorisation plate collection notification email and document is generated. Driver and Vehicle Services have proof of identity requirements when conducting plate changes. Visit [My vehicle plates](#) for more information.



Government of Western Australia
Department of Transport

On-demand Transport
Approval to collect Rank or Hail plates

27 May 2019

Attention: Driver and Vehicle Services

ALBANY (WA) PTY LTD

PTV Reference Number: 102

Please be advised that the On-demand Transport Business Unit (OdT) has approved the issue of an on-demand rank or hail (TAXI) plate to be affixed to the vehicle(s) detailed below:

PLATE NUMBER	VEHICLE MAKE AND MODEL	REGISTERED OWNER
1GQK805	TOYOTA LANDCRUISER	CRAIG JOHN HARRISON
1GSJ761	TOYOTA CAMRY	V1RK PTY LTD

All appropriate changes to the insurance class and condition codes have been effected. All plate related fees have been paid so no further charge is necessary.

Please provide the bearer of this document the rank or hail (TAXI) plate(s) for the vehicles listed above.

If you have any questions, please contact the Department of Transport, **On-demand Transport** on free call 1300 660 147 during business hours, between 8:00am and 5:00pm, Monday to Friday or email: ondemandtransport@transport.wa.gov.au.

Yours sincerely

5. Once you have collected your new plates, you will automatically be sent an authorisation document to your email.



Government of Western Australia
Department of Transport

Passenger Transport Vehicle

JOHN CITIZEN
43 SAMPLE STREET
SAMPLEVILLE WA 6992

ABN: 27 285 643 255

EXPIRY DATE
19 JUNE 2020

ISSUE DATE
19 JUNE 2019

Authorisation Document

This Passenger Transport Vehicle authorisation document is issued under section 135 of the *Transport (Road Passenger Services) Act 2018* (the Act). The provider of the passenger transport vehicle(s) specified below is authorised under the Act to use the specified passenger transport vehicle(s) to provide the category or categories of passenger transport service stated for the vehicle, anywhere in the State of Western Australia until the expiry date specified above.

Pursuant to section 129(b) of the Act, this Authorisation is subject to the conditions imposed under the Act (including regulations made pursuant to the Act), and any other conditions specified on this document or in writing by the CEO of the Department of Transport or by a delegate of the CEO.

Passenger Transport Vehicle Authorisation(s)
for provider

PTV AUTHORISATION NUMBER	PLATE NUMBER	VIN	MAKE	MODEL	YEAR	PASSENGER TRANSPORT SERVICE CATEGORY(S)*
201567	TAXI548	KMHB731DR9 U201123	FORD	FALCON	2015	OD-RH
548711	TAXI4569	JDHFY68PE9 U546598	FORD	FALCON	2016	TPT
235487	TAXI7548	LASID44RF9U 996587	TOYOTA	CAMRY	2018	RPT
218547	TAXI8654	PPSLK88QD6 Y645225	FORD	FALCON	2017	RPT
754632	TAXI759	HDYSNX85LF 7H775483	TOYOTA	CAMRY	2016	OD-RH
987654	TAXI465	LDFGYT65ER 3L456987	HOLDEN	COMMODORE	2017	TPT
319852	TAXI7899	TRCVZS51PF 9L461225	FORD	FALCON	2018	OD-RH
485632	TAXI6587	CNMNZX55P D3T631548	HOLDEN	COMMODORE	2017	RPT

*Key
OD-RH – on-demand rank or hail passenger transport service
OD – C – on-demand charter passenger transport service
RPT – regular passenger transport service
TPT – tourism passenger transport service

Passenger Transport Vehicle authorisations are not transferable

<<<<Any conditions will be listed here>>>>Note that you may need to ensure that this field allows you to specify conditions that may only apply to one vehicle.

Lodge and pay later

1. This option only applies if your transaction is \$20,000 or higher. A confirmation will appear on the screen if selecting to pay later. You will have one week (7 days) to make payment at a DTMI centre.

Please confirm your Passenger Transport Vehicle application for the selected vehicle(s)

You are about to lodge your application for an amount of \$405.15 that is due on 12/6/2019.
 (Note: Payment can be made in DoTDirect or at On-demand Transport or at a licensing centre.
 If you are not paying in DoTDirect, please obtain the account number from the To-Do-List in the Overview page.)
 If you are satisfied the information is correct then press Continue.
 If you would like to amend any of the above details then press Cancel.

Buttons: **Cancel** **Continue**

2. You won't be provided with a notice for payment. You will need to record your account number as it appears in your 'To-do List' in order to make payment at a DTMI centre.

To-do list			
When	Date	To-do	Action
7 days	26/6/2019	The passenger transport vehicle application (1GEZ802) is available for payment (account number 011079096170)	Pay now

3. After paying for a PTV application for an OD-RH category, a PTV authorisation plate collection notification email and document is generated. Driver and Vehicle Services have proof of identity requirements when conducting plate changes. Visit [My vehicle plates](#) for more information.
 You will need to retrieve your vehicle's existing plates to exchange them for a set of taxi plates.

**Government of Western Australia
Department of Transport**

**On-demand Transport
Approval to collect Rank or Hail plates**

27 May 2019

Attention: Driver and Vehicle Services

ALBANY (WA) PTY LTD

PTV Reference Number: 102

Please be advised that the On-demand Transport Business Unit (OdT) has approved the issue of an on-demand rank or hail (TAXI) plate to be affixed to the vehicle(s) detailed below:

PLATE NUMBER	VEHICLE MAKE AND MODEL	REGISTERED OWNER
1GQK805	TOYOTA LANDCRUISER	CRAIG JOHN HARRISON
1GSJ761	TOYOTA CAMRY	V1RK PTY LTD

All appropriate changes to the insurance class and condition codes have been effected. All plate related fees have been paid so no further charge is necessary.

Please provide the bearer of this document the rank or hail (TAXI) plate(s) for the vehicles listed above.

If you have any questions, please contact the Department of Transport, **On-demand Transport** on free call 1300 660 147 during business hours, between 8:00am and 5:00pm, Monday to Friday or email: ondemandtransport@transport.wa.gov.au.

4. An authorisation document will be issued to you on DoTDirect:



Government of Western Australia
Department of Transport

Passenger Transport Vehicle

JOHN CITIZEN
43 SAMPLE STREET
SAMPLEVILLE WA 6992

ABN: 27 285 643 255

EXPIRY DATE
19 JUNE 2020

ISSUE DATE
19 JUNE 2019

Authorisation Document

This Passenger Transport Vehicle authorisation document is issued under section 135 of the *Transport (Road Passenger Services) Act 2018* (the Act). The provider of the passenger transport vehicle(s) specified below is authorised under the Act to use the specified passenger transport vehicle(s) to provide the category or categories of passenger transport service stated for the vehicle, anywhere in the State of Western Australia until the expiry date specified above.

Pursuant to section 129(b) of the Act, this Authorisation is subject to the conditions imposed under the Act (including regulations made pursuant to the Act), and any other conditions specified on this document or in writing by the CEO of the Department of Transport or by a delegate of the CEO.

Passenger Transport Vehicle Authorisation(s)
for provider

PTV AUTHORISATION NUMBER	PLATE NUMBER	VIN	MAKE	MODEL	YEAR	PASSENGER TRANSPORT SERVICE CATEGORY(S)*
201567	TAXI548	KMHB731DR9 U201123	FORD	FALCON	2015	OD-RH
548711	TAXI4569	JDHFY68PE9 U546598	FORD	FALCON	2016	TPT
235487	TAXI7548	LASID44RF9U 996587	TOYOTA	CAMRY	2018	RPT
218547	TAXI8654	PPSLK88QD6 Y645225	FORD	FALCON	2017	RPT
754632	TAXI759	HDYSNX85LF 7H775483	TOYOTA	CAMRY	2016	OD-RH
987654	TAXI465	LDFGYT65ER 3L456987	HOLDEN	COMMODORE	2017	TPT
319852	TAXI7899	TRCVZS51PF 9L461225	FORD	FALCON	2018	OD-RH
485632	TAXI6587	CNMNZX55P D3T631548	HOLDEN	COMMODORE	2017	RPT

*Key
OD-RH – on-demand rank or hail passenger transport service
OD – C – on-demand charter passenger transport service
RPT – regular passenger transport service
TPT – tourism passenger transport service

Passenger Transport Vehicle authorisations are not transferable

<<<<Any conditions will be listed here>>>>Note that you may need to ensure that this field allows you to specify conditions that may only apply to one vehicle.

Changing or adding WAV details

- To change the details of wheelchair access against your PTV, select 'On-demand transport'. From the dropdown menu select 'Passenger transport vehicles (PTV)', then 'Authorisations in force'.

Overview | Profile | Driver's Licence | **On-demand Transport** | Vehicles | Infringements | Marine | NDIS | Help

Service update
On 1 July 2025, the Department of Transport and Major Infrastructure (DTMI). We're currently updating our online services to reflect this change, and there may be some impact on our services or site functionality.

Overview

Event timeline

On-demand booking services (ODBS)

Passenger transport drivers (PTD)

Passenger transport vehicles (PTV)

Passenger Transport Subsidy Scheme (PTSS)

Applications in progress

Authorisations in force

Apply for a PTV authorisation

- Enter the vehicle's 'Licence plate' and select 'Filter', then select the vehicle.

Passenger transport vehicle authorisations in force The information provided is only current as at 18/09/2026 11:55 AM

Listed below are your passenger transport vehicle authorisations in force.
You can view the list of [authorisations not in force](#) here.

Filter authorisations

Licence plate: **Filter**

Select a row to see details of, or effect changes to an authorisation

Authorisation number	Category (*)	Licence plate	Make and model	Year	Insurance class	Authorisation expiry date
299715	OD-RH	TAXI1161	TOYOTA COROLLA	2015	3C	17/9/2027
299716	OD-C	1CTD257	TOYOTA COROLLA	2006	3F	17/9/2027

(*) OD-RH: on-demand rank or hail passenger transport service | OD-C: on-demand charter passenger transport service | RPT: regular passenger transport service | TPT: tourism passenger transport service

- Review the vehicle details, then select 'Change wheelchair details'.

Authorisation details

Authorisation number: 299715 Issue date: 18/9/2026 Status: ACTIVE

Expiry date: 17/9/2027 Category: OD-RH

Vehicle details

Licence plate: TAXI1161 Make: TOYOTA Model: COROLLA

Year of manufacture: 2015 Licence expiry date: 29/11/2026 VIN/Chassis number: JTNKU3JEX0J512184

Insurance class: 3C Seating capacity: 5 Last inspection date: 30/4/2026

Wheelchair accessible: No

Authorisation's issue periods and related documents

Select a row to see details of an issue period

Issue period

18/9/2026 - 17/9/2027

[Change category](#) **Change wheelchair details** [Cancel authorisation](#)

- On this page you can add, remove or edit information regarding wheelchair accessibility of the PTV. Add or remove capacity by selecting 'Yes' or 'No'.

Passenger transport vehicle change wheelchair details

Wheelchair details

A wheelchair accessible vehicle (WAV) is an on-demand vehicle that is used or intended to be used for the transport of people who have a disability and any wheelchairs or other aids required. WAVs in Western Australia are required to comply with the standards set by the *Transport (Road Passenger Services) Regulations 2020*. This includes compliance with the:

- appropriate Australian Standards for hoists and ramps for people with disabilities;
- Australian and New Zealand Standards for wheelchair tiedown and occupant restraint systems; and
- relevant sections of the *Disability Standards for Accessible Public Transport 2002*.

Does the vehicle have wheelchair capacity? *

☐ Yes ☒ No

[Save](#) [Cancel](#)

5. If you selected 'Yes', use the dropdown to select if the PTV's wheelchair mechanism is a 'Hoist' or 'Ramp'.

Does the vehicle have wheelchair capacity? * ☒ Yes ☐ No

Wheelchair mechanism: * ▼

Number of wheelchairs: *

☐ I confirm the vehicle is equipped to safely transport a passenger using a wheelchair in accordance with the *Transport (Road Passenger Services) Regulations 2020*.

Save Cancel

6. Enter the number of wheelchairs the PTV can carry, then tick the box to declare whether the vehicle meets the vehicle standards for a WAV. Select 'Save' to continue.

Does the vehicle have wheelchair capacity? * ☒ Yes ☐ No

Wheelchair mechanism: * Ramp ▼

Number of wheelchairs: * 1

☒ I confirm the vehicle is equipped to safely transport a passenger using a wheelchair in accordance with the *Transport (Road Passenger Services) Regulations 2020*.

Save Cancel

7. A confirmation will appear. Select 'Yes' to continue.

A wheelchair accessible vehicle (WAV) is an on-demand vehicle that is used or intended to be used for the transport of people who have a disability and any wheelchairs or other aids required. WAVs in Western Australia are required to comply with the standards set by the *Transport (Road Passenger Services) Regulations 2020*. This includes compliance with the:

- appropriate Australian Standards for
- Australian and New Zealand Standard
- relevant sections of the *Disability Standards*

Does the vehicle have wheelchair capacity? * ☒ Yes ☐ No

Wheelchair mechanism: * Ramp ▼

Number of wheelchairs: * 1

☒ I confirm the vehicle is equipped to safely transport a passenger using a wheelchair in accordance with the *Transport (Road Passenger Services) Regulations 2020*.

Save Cancel

Please confirm you wish to change the vehicle's wheelchair details

If you are satisfied the information is correct then press *Continue*.
If you would like to amend any of the above details then press *Cancel*.

Cancel Continue

8. Any changes made will now be shown in the details of the PTV authorisations in force screen.

Authorisation details					
Authorisation number:	299715	Issue date:	18/9/2026	Status:	ACTIVE
Expiry date:	17/9/2027	Category:	OD-RH		
Vehicle details					
Licence plate:	TAXI1161	Make:	TOYOTA	Model:	COROLLA
Year of manufacture:	2015	Licence expiry date:	29/11/2026	VIN/Chassis number:	JTNKU3JEX0J512184
Insurance class:	3C	Seating capacity:	5	Last inspection date:	30/4/2026
Wheelchair accessible:	Yes	Wheelchair mechanism:	RAMP	Number of wheelchairs:	1
Authorisation's issue periods and related documents					
Select a row to see details of an issue period					
Issue period ▼					
18/9/2026 - 17/9/2027					



Government of Western Australia
Department of Transport

Passenger Transport Vehicle Authorisation Renewal Account Notice

FIRST AND FINAL ACCOUNT

053N 000011-2

JOHN CITIZEN PTY LTD
PO BOX 9099
SAMPLEVILLE WA 6229

ABN: 27 285 643 255

PAYMENT DUE BEFORE

ISSUE DATE

Enquiries:
☎ 1300 660 147
🌐 www.transport.wa.gov.au

WARNING: If this account is not paid by <date dd/mm/yyyy>, the authorisation(s) will expire immediately and a new application will need to be made – fees will apply.
If you do not wish to renew the authorisation(s) and they are for a rank or hail authorisation, the vehicle(s) must be decommissioned as a rank or hail vehicle and the plates must be returned within 14 days. The vehicle(s) must be currently registered.

PLATE NUMBER	VEHICLE IDENTIFICATION NUMBER	MAKE	MODEL	YEAR	PASSENGER TRANSPORT SERVICE CATEGORY*

Additional vehicle overleaf.

*Legend
OD-RH: on-demand rank or hail passenger transport service | OD-C: on-demand charter passenger transport service | RPT: regular passenger transport service | TPT: tourism passenger transport service

TOTAL AUTHORISATION FEES

3 MONTH
Expiry Date:

TOTAL DUE
\$XXX.00



03 C XXX.00

6 MONTH
Expiry Date:

TOTAL DUE
\$XXX.00



03 C XXX.00

12 MONTH
Expiry Date:

TOTAL DUE
\$XXX.00



03 C XXX.00

Please inform On-demand Transport at ondemandtransport@transport.wa.gov.au if any details on this document are incorrect.

By paying this account you agree that:

- The vehicle information included on this account is correct;
- The vehicle will be operated in accordance with the conditions imposed under the *Transport (Road Passenger Services) Act 2019* (the Act) and any other conditions imposed under section 129(b) of the Act by the CEO of the Department of Transport or by the CEO's delegate.

All vehicles on this account must have the same duration of authorisation.

Any variations of duration or to remove a vehicle(s), please access our secure site www.transport.wa.gov.au and click on the DoTDirect link to register or login to your online account (24hr service). Once your changes have been loaded a new account will be issued.

This account will become a TAX INVOICE for GST purposes when a valid receipt is attached.

FEE BREAKDOWN	3 MONTH	6 MONTH	12 MONTH
PTV authorisation fee per vehicle	\$40	\$67	\$113

Do NOT detach unless paying by mail

PAYMENT ADVICE

PART PAYMENTS WILL NOT BE ACCEPTED. PAYMENT MUST BE MADE IN FULL.

1. If you have a PTV authorisation due for renewal, it will appear on your Overview page's 'To-do list'. Select 'Renew authorisation.'

To-do list			
When	Date	To-do	Actions
Today	17/9/2026	The licence renewal account for Toyota TAXI5974 is available for payment. Not all payment options are available. The vehicle is subject to conditions. The vehicle cannot be licensed past its maximum licence expiry date of 16/06/2027. If you have a query contact the Department on 13 11 56.	Add to trolley
4 days	21/9/2026	The passenger transport vehicle authorisation renewal account (1INX179) is available for payment (account number 011133823208).	Renew authorisation

2. Check the PTV's details are correct. Select the period you wish to renew your authorisation for (3, 6 or 12 months, or 'Common expiry date', then select 'Pay now'.

PTV authorisation renewal details The information provided is only current as at 17/09/2026 12:27 PM

Renewal request number: 140545 Due date: 21/9/2026 Number of vehicles to be renewed: 1

Authorisation number	Licence plate	Make	Model	Year
249646	1INX179	TOYOTA	CAMRY	2015

Authorisation renewal payment

Payment due: 21/9/2026

Amount: \$45.00

[← Return to Renewals](#)
[Split from renewal](#)
[→ Pay now](#)

3. Enter your credit card details to pay the authorisation renewal fee, then select 'Process payment'.

Passenger transport vehicle authorisation renewal payment

Payment Complete 1 — 2

Credit card details

Please enter the details of the credit or debit card to be used for payment.

Amount \$45.00

We accept American Express, Mastercard or Visa.

Cardholder name
 Card number
 Expiry date MM YY
 CVN

[Process payment](#)

4. The final screen confirms the payment with a receipt number. If you would like a copy of the receipt, select 'Download payment receipt summary'.

Payment Complete 1 — 2

Payment has been processed. A confirmation email will be sent to uatwatransport+8358578@gmail.com.

[← Return to Overview](#)
[Download payment receipt summary](#)

Splitting your account when paying a PTV authorisation renewal

If you have more than one PTV authorisation expiring on the same date, you can split the renewal in DoTDirect. This lets you choose a different expiry date for one or more PTV authorisations and manage your payments separately.

1. Select 'Renew authorisation' from the Overview page.

To-do list			
When	Date	To-do	Action
13 days	30/6/2019	The licence renewal account for M.A.N. CVL2553 (P8) is available for payment. This vehicle licence renewal cannot be paid online. If you require more information, please contact Driver and Vehicle Services on 13 11 56 between 8:00am and 5:00pm Monday to Friday.	Cannot be paid online
13 days	30/6/2019	The passenger transport vehicle authorisation renewal account (CVL2348...) is available for payment (account number 011079014081)	Renew authorisation

2. Alternatively, select 'On-demand Transport'. From the dropdown menu select 'Passenger transport vehicles (PTV)', then 'PTV authorisation renewals'.

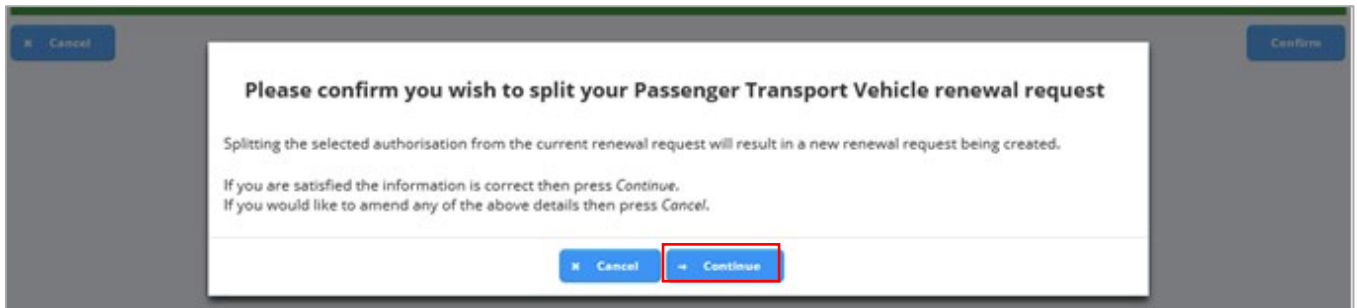
3. Under the 'Outstanding authorisation renewals' section, select 'View'.

PTV authorisation renewals					The information provided is only current as at 17/06/2019 07:54 AM
Your PTV authorisation may be due for renewal (see below). If so, to ensure the continuity of your authorisation please ensure the amount due is paid before the due date. If you do not wish to renew, and it is for a rank or hail authorisation, the vehicle must be decommissioned as a rank or hail vehicle and the plates must be returned within 14 days. All vehicles must be currently registered.					
Outstanding authorisation renewals					
Renewal request number	Due date	Number of vehicles	Account number	Action	
64	30/6/2019	2	011079014081	View	

4. Select the any vehicle you wish to split from the renewal, then select 'Confirm'.

PTV authorisation split renewal					
Authorisation number	Licence plate	Make	Model	Year	Select
117387	CVL2553	M.A.N.		1994	☐
117388	CVL2348	M.A.N.		1988	☒
Cancel Confirm					

5. A confirmation will advise that splitting will create a new renewal. Select 'Continue' to proceed.



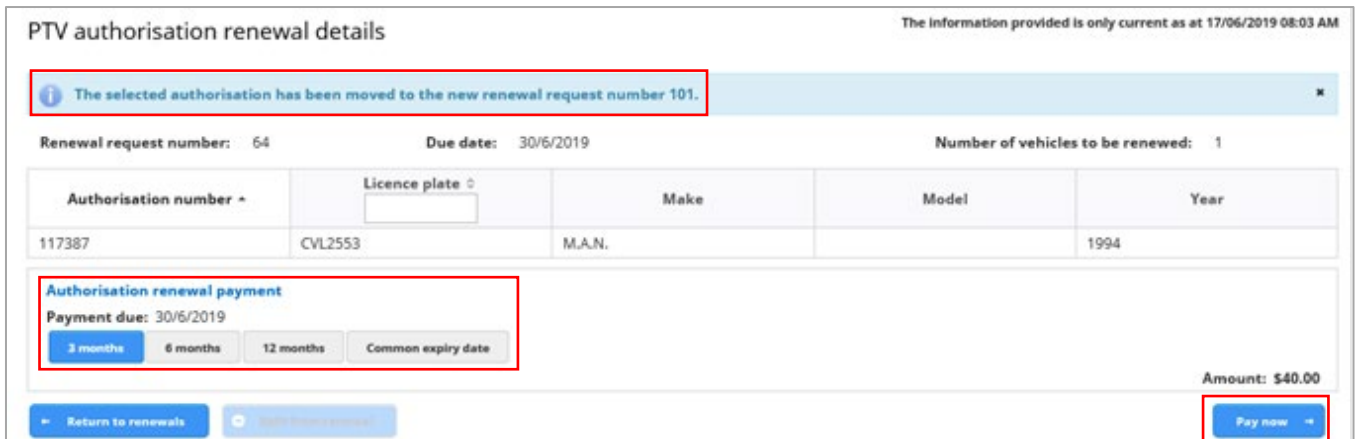
Please confirm you wish to split your Passenger Transport Vehicle renewal request

Splitting the selected authorisation from the current renewal request will result in a new renewal request being created.

If you are satisfied the information is correct then press Continue.
If you would like to amend any of the above details then press Cancel.

Buttons: Cancel, Continue

6. A new renewal request will generate. Choose a new renewal period, then select 'Pay now'.



PTV authorisation renewal details The information provided is only current as at 17/06/2019 08:03 AM

The selected authorisation has been moved to the new renewal request number 101.

Renewal request number: 64 Due date: 30/6/2019 Number of vehicles to be renewed: 1

Authorisation number	Licence plate	Make	Model	Year
117387	CVL2553	M.A.N.		1994

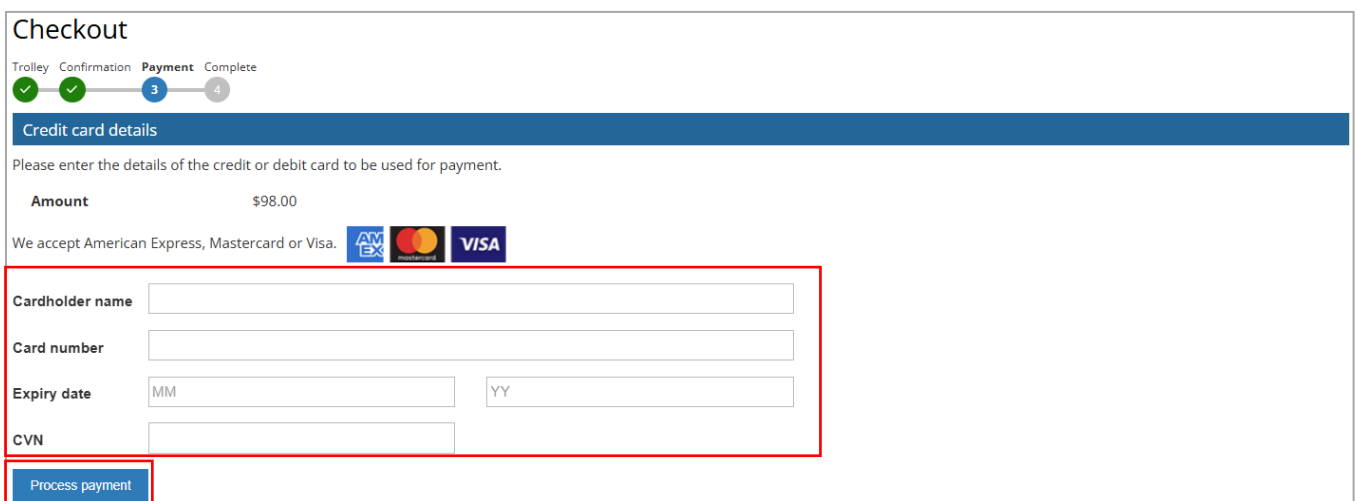
Authorisation renewal payment
Payment due: 30/6/2019

Buttons: 3 months, 6 months, 12 months, Common expiry date

Amount: \$40.00

Buttons: Return to renewals, Pay now

7. Enter your credit card details and select 'Process payment'.



Checkout

Trolley Confirmation **Payment** Complete

Credit card details

Please enter the details of the credit or debit card to be used for payment.

Amount \$98.00

We accept American Express, Mastercard or Visa.

Cardholder name

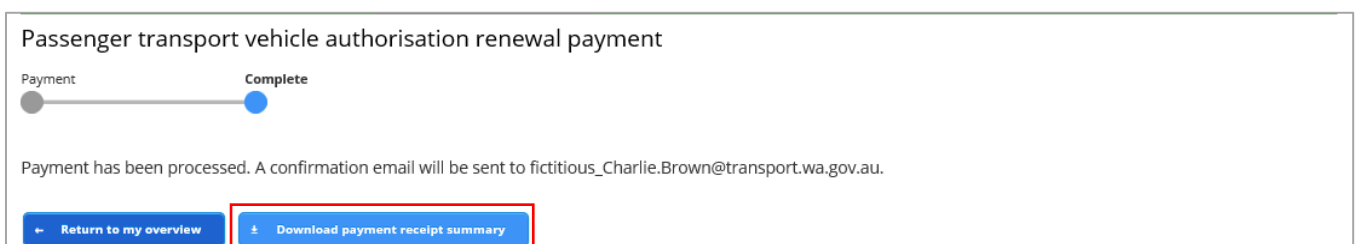
Card number

Expiry date MM YY

CVN

Process payment

8. You can download your receipt, and an email will be sent to you.



Passenger transport vehicle authorisation renewal payment

Payment Complete

Payment has been processed. A confirmation email will be sent to fictitious_Charlie.Brown@transport.wa.gov.au.

Buttons: Return to my overview, Download payment receipt summary

9. On the overview screen you will be able select 'Renew authorisation' from the 'To-do list' for the vehicles that remain outstanding.

To-do list			
When	Date	To-do	Action
13 days	30/6/2019	 The passenger transport vehicle authorisation renewal account (CVL2348) is available for payment (account number 011079057276)	 Renew authorisation

10. You can proceed to pay as per a normal payment process by selecting the renewal period.

PTV authorisation renewal details

The information provided is only current as at 17/06/2019 08:10 AM

Renewal request number: 101

Due date: 30/6/2019

Number of vehicles to be renewed: 1

Authorisation number ▲	Licence plate ▾	Make	Model	Year
117388	CVL2348	M.A.N.		1988

Authorisation renewal payment

Payment due: 30/6/2019

3 months

6 months

12 months

Common expiry date

Amount: \$40.00

Return to renewals

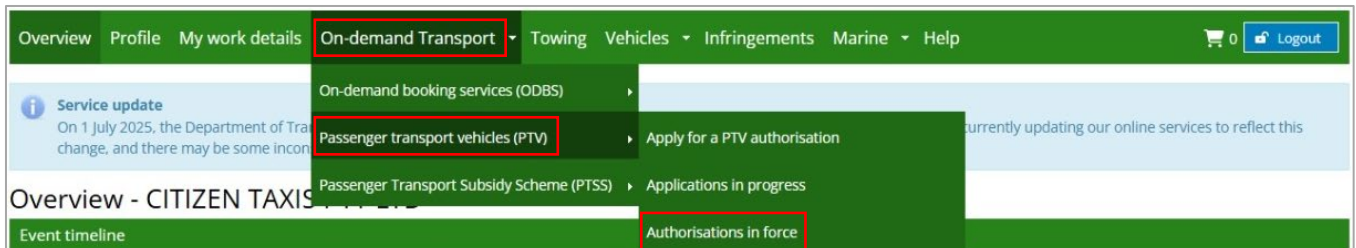
Split from renewal

Pay now

PTV change of category application

To change a PTV's authorisation category to another category, select 'On-demand Transport'. From the dropdown menu, select 'Passenger transport vehicle (PTV)', then 'Authorisations in force'.

Note: Ensure that you have read the PTV category details in [How to apply for a PTV authorisation](#) before changing the category of the vehicle.



OD-RH to OD-C or TPT authorisation

1. To change a PTV's authorisation category from OD-RH to OD-C or TPT, go to the 'Authorisations in force' page, then select the vehicle you wish to change.

To search for a specific vehicle, enter the 'Licence plate' and selecting 'Filter'.

Passenger transport vehicle authorisations in force The information provided is only current as at 18/09/2026 12:03 PM

Listed below are your passenger transport vehicle authorisations in force.
You can view the list of [authorisations not in force](#) here.

Filter authorisations

Licence plate: Filter

Select a row to see details of, or effect changes to an authorisation						
Authorisation number	Category (*)	Licence plate	Make and model	Year	Insurance class	Authorisation expiry date
299715	OD-RH	TAXI1161	TOYOTA COROLLA	2015	3C	17/9/2027
299716	OD-C	1CTD257	TOYOTA COROLLA	2006	3F	17/9/2027

(*) OD-RH: on-demand rank or hail passenger transport service | OD-C: on-demand charter passenger transport service | RPT: regular passenger transport service | TPT: tourism passenger transport service

2. Confirm the PTV selected is correct by reviewing the details, then select 'Change category'.

Authorisation details

Authorisation number: 299715 **Issue date:** 18/9/2026 **Status:** ACTIVE

Expiry date: 17/9/2027 **Category:** OD-RH

Vehicle details

Licence plate: TAXI1161 **Make:** TOYOTA **Model:** COROLLA

Year of manufacture: 2015 **Licence expiry date:** 29/11/2026 **VIN/Chassis number:** JTNKU3JEX0J512184

Insurance class: 3C **Seating capacity:** 5 **Last inspection date:** 30/4/2026

Wheelchair accessible: Yes **Wheelchair mechanism:** RAMP **Number of wheelchairs:** 1

Authorisation's issue periods and related documents

Select a row to see details of an issue period

Issue period

18/9/2026 - 17/9/2027

Change category
Change wheelchair details
Cancel authorisation

3. Tick the category type(s) you wish to change to, then select 'Next'.

Passenger transport vehicle change category application

Category selection Insurance class selection Review and confirm

1 2 3

Authorisation details

Licence plate: TAXI1161 Authorisation number: 299715

Change category

Your current passenger transport vehicle (PTV) authorisation categories are displayed below and can be changed. However, if the on-demand rank or hail category is chosen, you cannot also choose the on-demand charter category. The rank or hail category affords the PTV authorisation holder the rights to operate as on-demand charter as well as rank or hail.

Category types: *

- ☐ On-demand rank or hail (taxi) passenger transport service
- ☒ On-demand charter passenger transport service
- ☒ Tourism passenger transport service
- ☐ Regular passenger transport service

[^ Cancel](#) [^ Next](#)

4. Changing your PTV's category can affect the vehicle's Motor Injury Insurance. Select the appropriate type of insurance, then select 'Next'.

Category selection Insurance class selection Review and confirm

1 2 3

Authorisation details

Licence plate: TAXI1161 Authorisation number: 299715

Insurance class details

The correct Motor Injury Insurance (MII) class must be declared for the purpose for which the vehicle is to be used. Failure to correctly declare a vehicle's use may breach your policy of MII. For information on the appropriate MII class please refer to the [Transport related fees](#) page on the Department of Transport website.

Current class: 3C

Insurance class: * ☐ (3F) Any motor vehicle used as a passenger transport vehicle for hire or reward not included in Classes 3 (a) to 3 (e) inclusive.

[^ Back](#) [^ Cancel](#) [^ Next](#)

5. Review the changes you have selected are correct.

Category selection Insurance class selection Review and confirm

1 2 3

Please review your application details

You have applied to change the following passenger transport vehicle authorisation categories for **authorisation number 299715** :

Vehicle details

Licence plate:	TAXI1161	Make:	TOYOTA	Model:	COROLLA
VIN/Chassis number:	JTNKU3JEX0J512184	Current insurance class:	3C	Nominated insurance class:	3F

Category details

Current category type(s): On-demand rank or hail (taxi) passenger transport service

New category type(s): On-demand charter passenger transport service, Tourism passenger transport service

6. Read and tick the 'Declaration of acknowledgement' boxes, then select 'Lodge and pay'.

Declaration of acknowledgement

It is a serious criminal offence to make a false or misleading statement in connection with an application for a passenger transport vehicle authorisation.

☒ I certify the information provided in this application is true and correct.

☒ I understand that any statement or misrepresentation that I have made in this application which I know to be false is an offence under the *Transport (Road Passenger Services) Act 2018*.

Total fee: \$39.60

[^ Back](#) [^ Cancel](#) [^ Lodge and pay now](#) [^ Lodge and pay later](#)

7. Review your payment details, then select 'Proceed to payment'.

Passenger transport vehicle change category application payment

Confirmation **Payment** Complete

Please confirm your payment details

You have applied to change the following passenger transport vehicle authorisation categories for **authorisation number 299715** :
The fees displayed are current as at 18/09/2026 and may be subject to change. Please refer to the [passenger transport vehicle fees](#) page on the Department of Transport and Major Infrastructure website.

Payment due date: 25/9/2026

Vehicle details

Licence plate:	TAXI1161	Make:	TOYOTA	Model:	COROLLA
VIN/Chassis number:	JTNKU3JEX0J512184	Current insurance class:	3C	Nominated insurance class:	3F

Category details

Current category type(s): On-demand rank or hail (taxi) passenger transport service

New category type(s): On-demand charter passenger transport service, Tourism passenger transport service

Fee details

Application fee:	\$39.60
-------------------------	---------

Insurance class adjustment

Insurance:	\$0.00
GST on insurance:	\$0.00
Insurance duty:	\$0.00
Total adjustment:	\$0.00
Applied adjustment:	\$0.00
Insurance class adjustment fee:	\$0.00

Total fee: \$39.60

[Cancel](#) [Proceed to payment](#)

8. Enter your credit card details and select 'Process payment'.

Confirmation **Payment** Complete

Credit card details

Please enter the details of the credit or debit card to be used for payment.

Amount \$39.60

We accept American Express, Mastercard or Visa.   

Cardholder name

Card number

Expiry date

CVN

[Process payment](#)

9. Once the payment has been finalised, an email will be sent to confirm the change of category.

Confirmation **Payment** **Complete**

Payment has been processed. A confirmation email will be sent to johncitizen@gmail.com.

[Return to Overview](#)

OD-C or TPT to OD-RH (taxi)

Before you can change a vehicle's PTV category to the OD-RH (taxi) category, you must ensure that the vehicle has been fitted with:

- fare calculation device (meter)
- roof light and roof sign
- external livery (if the vehicle doesn't already have it), and
- a camera surveillance unit that meets the current [Camera Surveillance Unit Standards](#).

1. On the 'Passenger transport vehicle authorisations in force' page, select the vehicle you wish to change. You can also search for the vehicle entering the 'Licence plate' and selecting 'Filter'.

Passenger transport vehicle authorisations in force The information provided is only current as at 17/09/2026 12:52 PM

Listed below are your passenger transport vehicle authorisations in force.
You can view the list of [authorisations not in force](#) here.

Filter authorisations

Licence plate: Filter

Select a row to see details of, or effect changes to an authorisation

Authorisation number ↕	Category (*)	Licence plate	Make and model	Year	Insurance class	Authorisation expiry date ^
249646	OD-C	1INX179	TOYOTA CAMRY	2015	3F	21/9/2026

2. Confirm the PTV selected is correct by reviewing the details, then select 'Change category'.

Authorisation details

Authorisation number: 249646 Issue date: 22/9/2023 Status: ACTIVE
Expiry date: 21/9/2026 Category: OD-C

Vehicle details

Licence plate: 1INX179 Make: TOYOTA Model: CAMRY
Year of manufacture: 2015 Licence expiry date: 19/11/2026 VIN/Chassis number: 6T1BD3FK70X144868
Insurance class: 3F Seating capacity: 5 Last inspection date: 5/11/2025
Wheelchair accessible: No

Authorisation's issue periods and related documents

Select a row to see details of an issue period

Issue period ^

22/9/2025 - 21/9/2026
22/9/2024 - 21/9/2025
22/9/2023 - 21/9/2024

Change category Change wheelchair details Cancel authorisation

3. Select the category type(s) you wish to change to, then select 'Next'.

Passenger transport vehicle change category application

Category selection Insurance class selection Review and confirm

1 2 3

Authorisation details

Licence plate: 1INX179 Authorisation number: 249646

Change category

Your current passenger transport vehicle (PTV) authorisation categories are displayed below and can be changed. However, if the on-demand rank or hail category is chosen, you cannot also choose the on-demand charter category. The rank or hail category affords the PTV authorisation holder the rights to operate as on-demand charter as well as rank or hail.

Category types: *

☒ On-demand rank or hail (taxi) passenger transport service ⓘ
☐ On-demand charter passenger transport service ⓘ
☐ Tourism passenger transport service ⓘ
☐ Regular passenger transport service ⓘ

Cancel Next

4. Changing your PTV's category can affect the vehicle's Motor Injury Insurance. Select the appropriate type of insurance.

Category selection Insurance class selection Review and confirm

1 2 3

Authorisation details

Licence plate: 1INX179 Authorisation number: 249646

Insurance class details

The correct Motor Injury Insurance (MI) class must be declared for the purpose for which the vehicle is to be used. Failure to correctly declare a vehicle's use may breach your policy of MI. For information on the appropriate MI class please refer to the [Transport related fees](#) page on the Department of Transport website.

Current class: 3F

Insurance class: *

☒ (3C) Any motor vehicle licensed under the *Road Traffic (Vehicles) Regulations 2014* and used as an on-demand rank or hail (taxi) passenger transport vehicle, as defined in the *Transport (Road Passenger Services) Act 2018*, principally operating within a 40-kilometre radius of the GPO Perth.

☐ (3D) Any motor vehicle licensed under the *Road Traffic (Vehicles) Regulations 2014* and used as an on-demand rank or hail (taxi) passenger transport vehicle, as defined in the *Transport (Road Passenger Services) Act 2018*, principally operating outside a 40-kilometre radius of the GPO Perth.

5. Tick the box declaring the PTV is fitted with the required OD-RH equipment, then select 'Next'.

☒ The nominated vehicle's intended use is for on-demand rank or hail passenger transport services. I declare that:

- the vehicle has been fitted with:
 - a working fare calculation device (meter), that has been installed in accordance with the manufacturer's instructions;
 - a roof sign and roof light that is clearly visible in daylight and at night;
 - a camera surveillance unit and related signage that meets current standards; and
 - required livery; and
- when I receive the TAXI plate, I will attach raised lettering of the numbers on the plate, on the exterior passenger doors of the taxi, forward of the handle.

[← Back](#) [X Cancel](#) [→ Next](#)

6. Review the changes you have selected are correct.

Category selection Insurance class selection Review and confirm

1 2 3

Please review your application details

You have applied to change the following passenger transport vehicle authorisation categories for **authorisation number 249646**:

Vehicle details

Licence plate:	1INX179	Make:	TOYOTA	Model:	CAMRY
VIN/Chassis number:	6T1BD3FK70X144868	Current insurance class:	3F	Nominated insurance class:	3C

Category details

Current category type(s): On-demand charter passenger transport service

New category type(s): On-demand rank or hail (taxi) passenger transport service

Fee details

Application fee:	\$39.60	Insurance class adjustment	
Plate change fee:	\$32.00	Insurance:	\$0.00
		GST on insurance:	\$0.00
		Insurance duty:	\$0.00
		Total adjustment:	\$0.00
		Applied adjustment:	\$0.00
		Insurance class adjustment fee:	\$0.00

7. Read and tick the 'Declaration of acknowledgement' boxes, then select 'Lodge and pay'.

Declaration of acknowledgement

It is a serious criminal offence to make a false or misleading statement in connection with an application for a passenger transport vehicle authorisation.

☒ The nominated vehicle's intended use is for on-demand rank or hail passenger transport services. I declare that:

- the vehicle has been fitted with:
 - a working fare calculation device (meter), that has been installed in accordance with the manufacturer's instructions;
 - a roof sign and roof light that is clearly visible in daylight and at night;
 - a camera surveillance unit and related signage that meets current standards; and
 - required livery; and
- when I receive the TAXI plate, I will attach raised lettering of the numbers on the plate, on the exterior passenger doors of the taxi, forward of the handle.

☒ I certify the information provided in this application is true and correct.

☒ I understand that any statement or misrepresentation that I have made in this application which I know to be false is an offence under the *Transport (Road Passenger Services) Act 2018*.

☒ I am authorised to act on behalf of the CITIZEN TAXIS PTY LTD.

Total fee: \$71.60

[← Back](#) [X Cancel](#) [→ Lodge and pay now](#) [Lodge and pay later](#)

8. Review your payment details, then select 'Proceed to payment'.

Passenger transport vehicle change category application payment

Confirmation **Payment** Complete

Please confirm your payment details

You have applied to change the following passenger transport vehicle authorisation categories for **authorisation number 249646** :
The fees displayed are current as at 17/09/2026 and may be subject to change. Please refer to the [passenger transport vehicle fees](#) page on the Department of Transport and Major Infrastructure website.

Payment due date: 24/9/2026

Vehicle details

Licence plate:	1INX179	Make:	TOYOTA	Model:	CAMRY
VIN/Chassis number:	6T1BD3FK70X144868	Current insurance class:	3F	Nominated insurance class:	3C

Category details

Current category type(s): On-demand charter passenger transport service

New category type(s): On-demand rank or hail (taxi) passenger transport service

Fee details

Application fee:	\$39.60
Plate change fee:	\$32.00

Insurance class adjustment

Insurance:	\$0.00
GST on insurance:	\$0.00
Insurance duty:	\$0.00
Total adjustment:	\$0.00 ⓘ
Applied adjustment:	\$0.00 ⓘ
Insurance class adjustment fee:	\$0.00

Total fee: \$71.60

[Cancel](#) [Proceed to payment](#)

9. Enter your credit card details and select 'Process payment'.

Confirmation **Payment** Complete

Credit card details

Please enter the details of the credit or debit card to be used for payment.

Amount \$71.60

We accept American Express, Mastercard or Visa.   

Cardholder name

Card number

Expiry date

CVN

[Process payment](#)

10. Once the payment has been finalised, an email will be sent to confirm the change of category.

Confirmation **Payment** **Complete**

Payment has been processed. A confirmation email will be sent to johncitizenaxis@gmail.com.

[Return to Overview](#)

The email will contain:

- a 'Plate Collection Letter'



Government of **Western Australia**
Department of **Transport**

On-demand Transport
Approval to collect Rank or Hail plates

11 June 2019

Attention: Driver and Vehicle Services

EMMA MARY WILLIAMS

PTV Reference Number: 63

Please be advised that the On-demand Transport Business Unit (OdT) has approved the issue of an on-demand rank or hail (TAXI) plate to be affixed to the vehicle(s) detailed below:

PLATE NUMBER	VEHICLE MAKE AND MODEL	REGISTERED OWNER
1GKU920	KIA SPORTAGE	PILBARA IRON COMPANY (SERVICES) PTY LTD

All appropriate changes to the insurance class and condition codes have been effected. All plate related fees have been paid so no further charge is necessary.

Please provide the bearer of this document the rank or hail (TAXI) plate(s) for the vehicles listed above.

If you have any questions, please contact the Department of Transport, **On-demand Transport** on free call 1300 660 147 during business hours, between 8:00am and 5:00pm, Monday to Friday or email: ondemandtransport@transport.wa.gov.au.

Yours sincerely

On-demand Transport

- a 'Passenger Transport Vehicle Change of Category Application Fee Payment Receipt', and



Government of Western Australia
Department of Transport

ABN 27 285 643 255

Passenger Transport Vehicle Change of Category Application Fee Payment Receipt

Receipt Details

Receipt Number: 99703898
 Account Number: 011078983043
 Tax Invoice Issue Date: 11/06/2019
 Applicant: EMMA MARY WILLIAMS
 Customer Number: 3360166
 Authorisation Number: 200405
 Plate Number: 1GKU920
 Payment Description: PASSENGER TRANSPORT VEHICLE AUTHORISATION CATEGORY OF SERVICE CHANGE APPLICATION FEE

Payment Details

Fee:	\$36.00
Total:	\$36.00

Notes

It is important that you print this page or record the receipt number(s) as proof of your payment. You may be asked to provide your receipt details should you have an enquiry regarding this payment.

- a 'Passenger Transport Vehicle Plate Issue Fee Payment Receipt'.



Government of Western Australia
Department of Transport

ABN 27 285 643 255

Passenger Transport Vehicle Plate Issue Fee Payment Receipt

Receipt Details

Receipt Number: 99703899
 Account Number: 011078983043
 Tax Invoice Issue Date: 11/06/2019
 Applicant: EMMA MARY WILLIAMS
 Customer Number: 3360166
 Plate Number: 1GKU920
 Make: KIA
 Model: SPORTAGE
 VIN/Chassis Number: *****9054
 Payment Description: ON-DEMAND TRANSPORT PLATE ISSUE FEE

Payment Details

Fee:	\$29.00
Total:	\$29.00

Notes

It is important that you print this page or record the receipt number(s) as proof of your payment. You may be asked to provide your receipt details should you have an enquiry regarding this payment.

11. The 'Applications in progress' page will show the category change as pending, until the plate is collected from a DTMI centre.

Filter change category applications								
Licence plate:			Filter					
Change category application number ▾	Category from (*)	Category to (*)	Licence plate	Make and model	Year	Status	Application due date ↕	Actions
17800	OD-C	OD-RH	1INX179	TOYOTA CAMRY	2015	Pending Plate Collection	24/9/2026	Cancel

(*) OD-RH: on-demand rank or hail passenger transport service | OD-C: on-demand charter passenger transport service | RPT: regular passenger transport service | TPT: tourism passenger transport service

OD-C to RPT

1. To change a PTV's authorisation category from OD-C to RPT, go to the 'Authorisations in force' page, then select the vehicle you wish to change.

To search for a specific vehicle, enter the 'Licence plate' and selecting 'Filter'.

Passenger transport vehicle authorisations in force The information provided is only current as at 17/09/2026 12:52 PM

Listed below are your passenger transport vehicle authorisations in force.
You can view the list of [authorisations not in force](#) here.

Filter authorisations
 Licence plate: Filter

Select a row to see details of, or effect changes to an authorisation						
Authorisation number ⬇	Category (*)	Licence plate	Make and model	Year	Insurance class	Authorisation expiry date ⬆
249646	OD-C	1INX179	TOYOTA CAMRY	2015	3F	21/9/2026
284804	OD-C	1IRI162	TOYOTA RAV4	2025	3F	24/9/2026

2. Confirm the PTV selected is correct by reviewing the details, then select 'Change category'.

Authorisation details

Authorisation number:	249646	Issue date:	22/9/2023	Status:	ACTIVE
Expiry date:	21/9/2026	Category:	OD-C		

Vehicle details

Licence plate:	1INX179	Make:	TOYOTA	Model:	CAMRY
Year of manufacture:	2015	Licence expiry date:	19/11/2026	VIN/Chassis number:	6T1BD3FK70X144868
Insurance class:	3F	Seating capacity:	5	Last inspection date:	5/11/2025
Wheelchair accessible:	No				

Authorisation's issue periods and related documents

Select a row to see details of an issue period	
Issue period ⬇	
22/9/2025 - 21/9/2026	
22/9/2024 - 21/9/2025	
22/9/2023 - 21/9/2024	

Change category
Change wheelchair details
Cancel authorisation

3. Select the category type(s) you wish to change to, then select 'Next'.

Passenger transport vehicle change category application

Category selection
Insurance class selection
Review and confirm

1
2
3

Authorisation details

Licence plate:	1INX179
Authorisation number:	249646

Change category

Your current passenger transport vehicle (PTV) authorisation categories are displayed below and can be changed. However, if the on-demand rank or hail category is chosen, you cannot also choose the on-demand charter category. The rank or hail category affords the PTV authorisation holder the rights to operate as on-demand charter as well as rank or hail.

Category types: *

☐ On-demand rank or hail (taxi) passenger transport service ⓘ

☐ On-demand charter passenger transport service ⓘ

☐ Tourism passenger transport service ⓘ

☒ Regular passenger transport service ⓘ

Cancel
Next

4. Changing your PTV's category can affect vehicle's Motor Injury Insurance. Select the appropriate type of insurance, then select 'Next'.

Category selection Insurance class selection Review and confirm

1 2 3

Authorisation details

Licence plate: 1INX179 Authorisation number: 249646

Insurance class details

The correct Motor Injury Insurance (MII) class must be declared for the purpose for which the vehicle is to be used. Failure to correctly declare a vehicle's use may breach your policy of MII. For information on the appropriate MII class please refer to the [Transport related fees](#) page on the Department of Transport website.

Current class: 3C

Insurance class: * ☐ (3F) Any motor vehicle used as a passenger transport vehicle for hire or reward not included in Classes 3 (a) to 3 (e) inclusive.

[← Back](#) [× Cancel](#) [→ Next](#)

5. Review the changes you have selected are correct.

Category selection Insurance class selection Review and confirm

1 2 3

Please review your application details

You have applied to change the following passenger transport vehicle authorisation categories for authorisation number 249646 :

Vehicle details		Category details		Fee details		Insurance class adjustment	
Licence plate:	1INX179	Make:	TOYOTA	Current category type(s):	On-demand charter passenger transport service	Application fee:	\$39.60
VIN/Chassis number:	6T1BD3FK70X144868	Model:	CAMRY	New category type(s):	Regular passenger transport service	Insurance:	\$0.00
		Current insurance class:	3C			GST on insurance:	\$0.00
		Nominated insurance class:	3F			Insurance duty:	\$0.00
						Total adjustment:	\$0.00
						Applied adjustment:	\$0.00
						Insurance class adjustment fee:	\$0.00

6. Read and tick the 'Declaration of acknowledgement' boxes, then select 'Lodge and pay'.

Declaration of acknowledgement

It is a serious criminal offence to make a false or misleading statement in connection with an application for a passenger transport vehicle authorisation.

☒ I certify the information provided in this application is true and correct.

☒ I understand that any statement or misrepresentation that I have made in this application which I know to be false is an offence under the *Transport (Road Passenger Services) Act 2018*.

☒ I am authorised to act on behalf of the CITIZEN TAXIS PTY LTD.

Total fee: \$39.60

[← Back](#) [× Cancel](#) [→ Lodge and pay now](#) [📅 Lodge and pay later](#)

7. Review your payment details, then select 'Proceed to payment'.

Passenger transport vehicle change category application payment

Confirmation **Payment** Complete

Please confirm your payment details

You have applied to change the following passenger transport vehicle authorisation categories for **authorisation number 249646** :
The fees displayed are current as at 17/09/2026 and may be subject to change. Please refer to the [passenger transport vehicle fees](#) page on the Department of Transport and Major Infrastructure website.

Payment due date: 24/9/2026

Vehicle details

Licence plate:	11NX179	Make:	TOYOTA	Model:	CAMRY
VIN/Chassis number:	6T1BD3FK70X144868	Current insurance class:	3C	Nominated insurance class:	3F

Category details

Current category type(s):	On-demand charter passenger transport service
New category type(s):	Regular passenger transport service

Fee details

Application fee:	\$39.60
-------------------------	---------

Insurance class adjustment

Insurance:	\$0.00
GST on insurance:	\$0.00
Insurance duty:	\$0.00
Total adjustment:	\$0.00 ⓘ
Applied adjustment:	\$0.00 ⓘ
Insurance class adjustment fee:	\$0.00

Total fee: \$39.60

[Cancel](#) [Proceed to payment](#)

8. Enter your credit card details and select 'Process payment'.

Confirmation **Payment** Complete

Credit card details

Please enter the details of the credit or debit card to be used for payment.

Amount \$39.60

We accept American Express, Mastercard or Visa.   

Cardholder name

Card number

Expiry date

CVN

[Process payment](#)

9. Once the payment has been finalised, an email will be sent to confirm the change of category.

Confirmation **Payment** **Complete**

Payment has been processed. A confirmation email will be sent to johncitizenaxis@gmail.com.

[Return to Overview](#)

10. To confirm the changes have taken place, return to the 'Authorisations in force' section. Select the vehicle and note the category is now RPT.

Authorisation details

Authorisation number:	249646	Issue date:	22/9/2023	Status:	ACTIVE
Expiry date:	21/12/2026	Category:	RPT		

RPT to OD-C

1. To change a PTV's authorisation category from OD-C or TPT to OD-RH, log in to DoTDirect. go to the 'Authorisations in force' page, then select the vehicle you wish to change.

To search for a specific vehicle, enter the 'Licence plate' and selecting 'Filter'.

Passenger transport vehicle authorisations in force The information provided is only current as at 17/09/2026 02:39 PM

Listed below are your passenger transport vehicle authorisations in force.
You can view the list of [authorisations not in force](#) here.

Filter authorisations
 Licence plate: Filter

Select a row to see details of, or effect changes to an authorisation						
Authorisation number ○	Category (*)	Licence plate	Make and model	Year	Insurance class	Authorisation expiry date ▲
249646	RPT	1INX179	TOYOTA CAMRY	2015	3F	21/12/2026

(*) OD-RH: on-demand rank or hail passenger transport service | OD-C: on-demand charter passenger transport service | RPT: regular passenger transport service | TPT: tourism passenger transport service

2. Confirm the PTV selected is correct by reviewing the details, then select 'Change category'.

Authorisation details

Authorisation number:	249646	Issue date:	22/9/2023	Status:	ACTIVE
Expiry date:	21/12/2026	Category:	RPT		

Vehicle details

Licence plate:	1INX179	Make:	TOYOTA	Model:	CAMRY
Year of manufacture:	2015	Licence expiry date:	19/11/2026	VIN/Chassis number:	6T1BD3FK70X144868
Insurance class:	3F	Seating capacity:	5	Last inspection date:	5/11/2025
Wheelchair accessible:	No				

Authorisation's issue periods and related documents

Select a row to see details of an issue period	
Issue period ▼	
22/9/2026 - 21/12/2026	
22/9/2025 - 21/9/2026	
22/9/2024 - 21/9/2025	
22/9/2023 - 21/9/2024	

Change category
Change wheelchair details
Cancel authorisation

3. Select the category type(s) you wish to change to, then select 'Next'.

Passenger transport vehicle change category application

1
2
3

Authorisation details

Licence plate: 1INX179	Authorisation number: 249646
------------------------	------------------------------

Change category

Your current passenger transport vehicle (PTV) authorisation categories are displayed below and can be changed. However, if the on-demand rank or hail category is chosen, you cannot also choose the on-demand charter category. The rank or hail category affords the PTV authorisation holder the rights to operate as on-demand charter as well as rank or hail.

Category types: *

☐ On-demand rank or hail (taxi) passenger transport service ⓘ

☒ On-demand charter passenger transport service ⓘ

☐ Tourism passenger transport service ⓘ

☐ Regular passenger transport service ⓘ

Cancel
Next

4. Changing your PTV's category can affect the vehicle's Motor Injury Insurance. Select the appropriate type of insurance, then select 'Next'.

Category selection Insurance class selection Review and confirm

1 2 3

Authorisation details

Licence plate: 11NX179 Authorisation number: 249646

Insurance class details

The correct Motor Injury Insurance (MII) class must be declared for the purpose for which the vehicle is to be used. Failure to correctly declare a vehicle's use may breach your policy of MII. For information on the appropriate MII class please refer to the [Transport related fees](#) page on the Department of Transport website.

Current class: 3F

Insurance class: * ☒ (3F) Any motor vehicle used as a passenger transport vehicle for hire or reward not included in Classes 3 (a) to 3 (e) inclusive.

← Back × Cancel → Next

5. Review the changes you have selected are correct.

Category selection Insurance class selection Review and confirm

1 2 3

Please review your application details

You have applied to change the following passenger transport vehicle authorisation categories for **authorisation number 249646** :

Vehicle details

Licence plate: 11NX179 Make: TOYOTA Model: CAMRY

VIN/Chassis number: 6T1BD3FK70X144868

Category details

Current category type(s): Regular passenger transport service

New category type(s): On-demand charter passenger transport service

Fee details

Application fee: \$39.60

6. Read and tick the 'Declaration of acknowledgement' boxes, then select 'Lodge and pay'.

Declaration of acknowledgement

It is a serious criminal offence to make a false or misleading statement in connection with an application for a passenger transport vehicle authorisation.

☒ I certify the information provided in this application is true and correct.

☒ I understand that any statement or misrepresentation that I have made in this application which I know to be false is an offence under the *Transport (Road Passenger Services) Act 2018*.

☒ I am authorised to act on behalf of the AP TRANSPORT SERVICES PTY LTD.

Total fee: \$39.60

← Back × Cancel → Lodge and pay now Lodge and pay later

7. Review your payment details, then select 'Proceed to payment'.

Passenger transport vehicle change category application payment

Confirmation **Payment** Complete

Please confirm your payment details

You have applied to change the following passenger transport vehicle authorisation categories for **authorisation number 249646** :
The fees displayed are current as at 17/09/2026 and may be subject to change. Please refer to the [passenger transport vehicle fees](#) page on the Department of Transport and Major Infrastructure website.

Payment due date: 24/9/2026

Vehicle details

Licence plate:	1INX179	Make:	TOYOTA	Model:	CAMRY
VIN/Chassis number:	6T1BD3FK70X144868				

Category details

Current category type(s):	Regular passenger transport service
New category type(s):	On-demand charter passenger transport service

Fee details

Application fee:	\$39.60
-------------------------	---------

Total fee: \$39.60

[Cancel](#) [Proceed to payment](#)

8. Enter your credit card details and select 'Process payment'.

Confirmation **Payment** Complete

Credit card details

Please enter the details of the credit or debit card to be used for payment.

Amount \$39.60

We accept American Express, Mastercard or Visa.   

Cardholder name

Card number

Expiry date

CVN

[Process payment](#)

9. Once the payment has been finalised, an email will be sent to confirm the change of category.

Confirmation **Payment** **Complete**

Payment has been processed. A confirmation email will be sent to johncitizenaxis@gmail.com.

[Return to Overview](#)

10. To confirm the changes have taken place, return to the 'Authorisations in force' section. Select the vehicle and note the category is now ODC.

Authorisation details

Authorisation number:	249646	Issue date:	22/9/2023	Status:	ACTIVE
Expiry date:	21/12/2026	Category:	RPT		

Cancelling a PTV authorisation

PTV authorisation holder who also owns the vehicle

- To cancel your vehicle's PTV authorisation, select the 'On-demand Transport' menu. From the dropdown menu, select 'Passenger transport vehicles (PTV)', then 'Authorisations in force'.

The screenshot shows the top navigation bar with the following items: Overview, Profile, Driver's Licence, On-demand Transport (highlighted with a red box), Vehicles, Infringements, Marine, NDIS, and Help. A dropdown menu is open under 'On-demand Transport', showing: On-demand booking services (ODBS), Passenger transport drivers (PTD), Passenger transport vehicles (PTV) (highlighted with a red box), and Apply for a PTV authorisation. Below this, another dropdown menu is open under 'Passenger transport vehicles (PTV)', showing: Passenger Transport Subsidy Scheme (PTSS) and Authorisations in force (highlighted with a red box). A 'Service update' banner is visible on the left, and a 'Logout' button is in the top right.

- Select the PTV authorisation you wish to cancel.

The screenshot shows the 'Passenger transport vehicle authorisations in force' page. It includes a filter section with a 'Licence plate' input and a 'Filter' button. Below the filter is a table with the following columns: Authorisation number, Category (*), Licence plate, Make and model, Year, Insurance class, and Authorisation expiry date. The first row is highlighted with a red box: 299715, OD-C, TPT, TAXI1161, TOYOTA COROLLA, 2015, 3F, 17/9/2027. A message at the top right states: 'The information provided is only current as at 18/09/2026 12:14 PM'.

- Confirm the PTV selected is correct by reviewing the details, then select 'Cancel authorisation'.

The screenshot shows the 'Authorisation details' page for authorisation 299715. It includes sections for 'Authorisation details' (number, expiry date, issue date, category, status), 'Vehicle details' (licence plate, year of manufacture, insurance class, wheelchair accessible, make, model, VIN/chassis number, seating capacity, last inspection date, wheelchair mechanism, number of wheelchairs), and 'Authorisation's issue periods and related documents'. The 'Issue period' section shows a table with one row: 18/9/2026 - 17/9/2027. At the bottom, there are three buttons: 'Change category', 'Change wheelchair details', and 'Cancel authorisation' (highlighted with a red box).

- A confirmation message will be displayed. Click 'confirm' to continue cancelling your authorisation.

The screenshot shows a confirmation dialog box titled 'Please confirm you wish to cancel the selected authorisation'. The text inside reads: 'You are about to request for authorisation 299715 to be cancelled. If you are satisfied the information is correct then press Continue. If you would like to amend any of the above details then press Cancel.' At the bottom of the dialog are two buttons: 'Cancel' and 'Continue' (highlighted with a red box). The background shows a blurred view of the 'Authorisation details' page.

5. The cancellation will occur overnight. This can be viewed in the 'Applications in force'.

If the PTV authorisation is for the OD-RH category, the vehicle's 'TAXI' plates must be returned to a DTMI Centre before exchanging the plate for another plate.

Authorisation details					
Authorisation number:	299715	Issue date:	18/9/2026	Status:	ACTIVE (Pending cancellation)
Expiry date:	17/9/2027	Category:	OD-C, TPT		

Vehicle owner and PTV authorisation holder are different, and the vehicle owner withdraws consent

This option is selected when, as vehicle owner (who is not the PTV authorisation holder), you want to request cancellation of a PTV authorisation on your selected vehicle(s) in DoTDirect.

1. Select the 'Vehicles' menu, then select 'Vehicle details' from the dropdown menu.

Overview
Profile
Driver's Licence
On-demand Transport
Vehicles
Infringements
Marine
NDIS
Help
0
Logout

Service update
On 1 July 2025, the Department of Transport (DoT) was renamed to the Department of Transport and Major Infrastructure (DTMI). We're currently updating our online services to reflect this change, and there may be some inconsistent language for a while. This is a temporary measure to ensure the functionality of our services.

Vehicle details
Off-road vehicle details

2. A list of your owned vehicle details will display. Select the vehicle you wish to cancel. Review the details are for the correct vehicle, then select 'Cancel PTV authorisation'.

Vehicles
The information provided is only current as at 02/07/2019 11:04 AM

Filter vehicles
Plate:
Filter

Select a row to display the vehicle's details.
Export to Excel

Nickname	Licence plate	Make and model	Type	Expires	Registration status
	CVL2525	Mercedes Benz Viano	Station Sedan	14/3/2020	Registered
	1DEV513	Holden Commodore	Utility	6/6/2019	Expired
	CVL2550	M.A.N.	Omnibus	23/7/2019	Registered
	XHT253	Holden Monaro	Coupe	10/7/2019	Registered

If all of your vehicles are not displayed, please contact the Department of Transport immediately.

- Have you recently purchased or sold a vehicle? You can [transfer the vehicle online](#).
- Is your licence plate obscured by a bike rack? You can [purchase an auxiliary plate](#).
- Do you wish to carry fare paying passengers? You can [apply for a Passenger Transport Vehicle authorisation](#).
- Have you recently made modifications to your vehicle? You can [pre-pay a vehicle modification permit fee](#).
- Need a copy of your vehicle licence document? You can [purchase a copy of your vehicle licence document online](#).

M.A.N. CVL2550

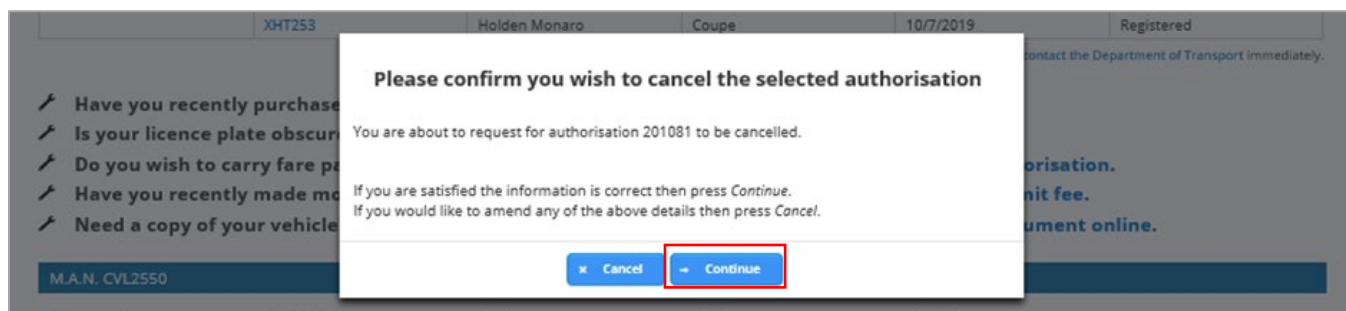
Licence plate:	CVL2550	Make:	M.A.N.	Model:	
Body type:	Omnibus	Licence expiry date:	23/7/2019	Colour:	Black
VIN/Chassis number:	6AB7520577MX00908	Year of manufacture:	1998	Engine number:	0548455524H111
Insurance class:	3B	Fee type:	03	Last inspected date:	25/10/2018
Primary fuel:	Diesel	Secondary fuel:	n/a	Transmission type:	Automatic
Tare:	7,340 kg	Aggregate:		GCM:	
Auxiliary plate:		NHV Category:	1B2	Nickname:	+ Add nickname

PTV authorisation details

PTV authorisation number:	201081	PTV authorisation categories:	On-demand charter passenger transport service
PTV expiry date:	1/7/2020	PTV authorisation holder:	PILBARA IRON COMPANY (SERVICES) PTY LTD

Cancel PTV authorisation

3. Select 'Continue' to confirm that you wish to cancel the PTV authorisation.



4. You will then receive an email that confirms when the PTV authorisation will be cancelled (for example, at the end of the day following from when the DTMI confirmation email was sent).

The PTV authorisation holder will also receive an email letting them know that the PTV authorisation against the vehicle will be cancelled at the end of the following day.

5. The status of the PTV will become 'Active (Pending cancellation)'. The PTV authorisation holder can still operate the vehicle as a PTV under this status.

Passenger transport vehicle authorisations in force The information provided is only current as at 05/06/2019 12:20 PM

A request to cancel authorisation 200079 has been raised.

Listed below are your passenger transport vehicle authorisations in force.
You can view the list of authorisations not in force here.

Filter authorisations

Licence plate:

Select a row to see details of, or effect changes to an authorisation.

Authorisation number	Category (*)	Licence plate	Make and model	Year	Authorisation expiry date
200068	OD-RH, TPT	TAXI444	FORD FALCON	2008	27/6/2019
200079	OD-RH	TAXI204	TOYOTA CAMRY	2010	30/5/2020

(*) OD-RH: on-demand rank or hail passenger transport service | OD-C: on-demand charter passenger transport service | RPT: regular passenger transport service | TPT: tourism passenger transport service

Authorisation details

Authorisation number: 200079 Issue date: 31/5/2019 Expiry date: 30/5/2020 **Status: ACTIVE (Pending cancellation)**

Category: OD-RH

6. Once the cancellation date has passed, the PTV authorisation will be cancelled. The vehicle owner may, if they wish, then apply for a PTV authorisation using their DoTDirect account.

If the PTV has PTV plates attached, such as 'TAXI' or 'CVL' these plates must be returned to a DTMI Centre. Taxis must remove the following items from the vehicle:

- fare calculation device (meter)
- the camera surveillance unit
- roof light and roof sign, and
- external livery (only applicable if the livery could identify the vehicle as an OD-RH (taxi) PTV).

Note: As the vehicle owner, if you do not intend to operate the vehicle as a PTV, you must complete an 'E67 – Declaration of Motor Injury Insurance' form and email it to

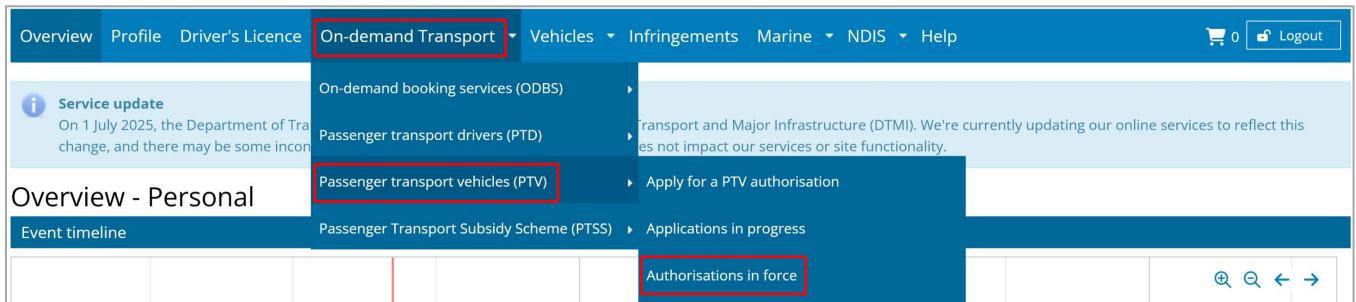
ondemandtransport@transport.wa.gov.au

Visit [How to renew, change or cancel a PTV authorisation](#) for a copy of this form.

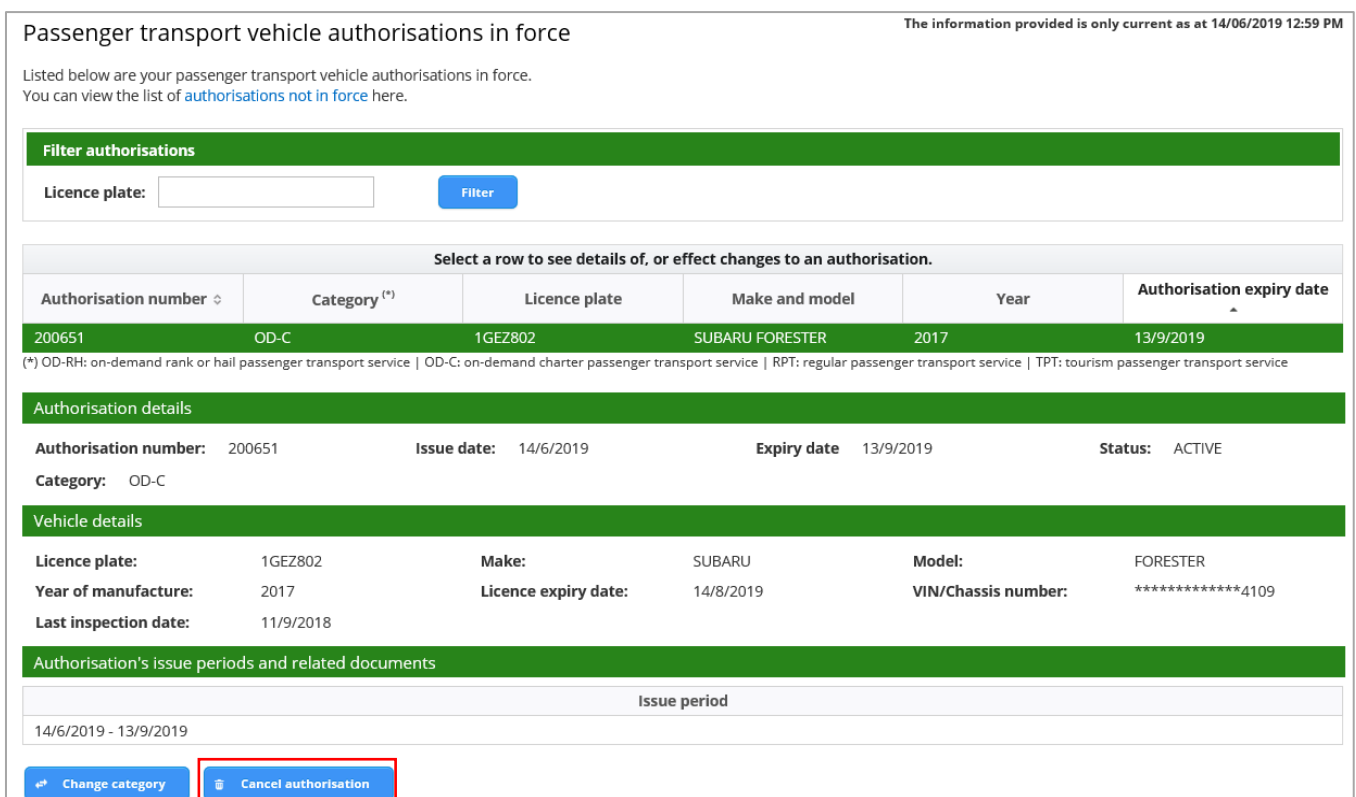
On-demand Transport will then adjust the vehicle insurance to the appropriate type, as selected by the vehicle owner. You can also attend any DTMI Centre or regional agent with the completed E67 Form to do this in person.

PTV authorisation holder and vehicle owner are different, and the PTV authorisation holder wants to cancel the authorisation

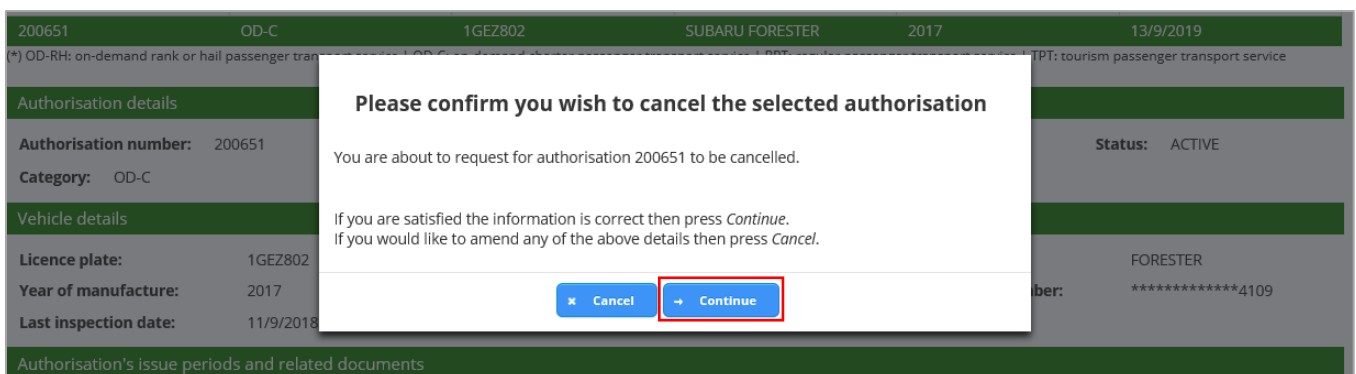
1. To cancel the PTV authorisation, select 'On-demand Transport'. From the dropdown menu, select 'Passenger transport vehicles (PTV)', then 'Authorisations in force'.



2. Chose the vehicle you wish to cancel the PTV authorisation of, then select 'Cancel authorisation'.



3. Select 'Continue' to confirm your request to cancel the authorisation.



4. The PTV authorisation will be cancelled at the end of the following day. You will receive an email that confirms the date that the PTV authorisation will be cancelled.

The registered vehicle owner will also receive an email letting them know that the PTV authorisation against the vehicle will be cancelled on that date.

The status of the PTV authorisation will become 'Active (Pending cancellation)' – You can still operate the vehicle as a PTV under this status.

Passenger transport vehicle authorisations in force The information provided is only current as at 14/06/2019 12:59 PM

i A request to cancel authorisation 200651 has been raised.

Listed below are your passenger transport vehicle authorisations in force.
You can view the list of [authorisations not in force](#) here.

Filter authorisations

Licence plate:

Select a row to see details of, or effect changes to an authorisation.

Authorisation number	Category ^(*)	Licence plate	Make and model	Year	Authorisation expiry date
200651	OD-C	1GEZ802	SUBARU FORESTER	2017	13/9/2019

(*) OD-RH: on-demand rank or hail passenger transport service | OD-C: on-demand charter passenger transport service | RPT: regular passenger transport service | TPT: tourism passenger transport service

Authorisation details

Authorisation number: 200651 Issue date: 14/6/2019 Expiry date: 13/9/2019 **Status: ACTIVE (Pending cancellation)**

Category: OD-C

Vehicle details

Licence plate: 1GEZ802 Make: SUBARU Model: FORESTER

Year of manufacture: 2017 Licence expiry date: 14/8/2019 VIN/Chassis number: *****4109

Last inspection date: 11/9/2018

5. Once the cancellation date has passed the PTV authorisation will be cancelled.

If the PTV has PTV plates attached, such as 'TAXI' or 'CVL', these plates must be returned to a DTMI Centre.

Note: If the vehicle owner does not intend to operate the vehicle as a PTV themselves, they will need to complete a 'E67 – Declaration of Motor Injury Insurance' form.

Visit [How to renew, change or cancel a PTV authorisation](#) for a copy of this form.

Reuse previous authorisation

You can utilise the remaining portion of your PTV authorisation on another vehicle, that:

- has been inspected against the DTMI vehicle inspection process and complies with DTMI's standards, as per the Act and associated regulations in the previous three months prior to application, or
- is a new vehicle first registered in WA in the last 10 days, and
- has the appropriate Motor Injury Insurance class. This can be changed using the E67 form.

You cannot re-use the remaining portion of a cancelled PTV authorisation if that authorisation has already been issued with a renewal notice.

The new PTV authorisation obtained using the re-use of unused portion process will have the same expiry date as the authorisation that has been cancelled.

To re-use the remaining portion of a previous PTV authorisation, the current PTV authorisation must be cancelled before applying. Visit [How to renew, change or cancel a PTV authorisation](#) for a copy of the E67 form or to find out how to renew, change or cancel an authorisation.

When a request to cancel a PTV authorisation is made in DoTDirect, an email will be sent to the PTV authorisation holder and the vehicle owner (if different to the PTV authorisation holder). The email will confirm when the PTV authorisation will be cancelled – the vehicle can still be operated as a PTV until this time.

If the request to cancel the PTV authorisation is made by the PTV authorisation holder who is:

- Also the vehicle owner: the cancellation will take effect at the end of the same day that the confirming email from DTMI is sent.
- Not the vehicle owner: the cancellation will take effect at the end of the following day that the confirming email from DMIT is sent.

If the request to cancel the PTV authorisation is made by the vehicle owner who is:

- Also the PTV authorisation holder: the cancellation will take effect at the end of the same day that the confirming email from DTMI is sent.
- Not the PTV authorisation holder: the cancellation will take effect at the end of the following day that the confirming email from DTMI is sent.

Note: Only the same category of PTV authorisation can be re-used. If the PTV authorisation has not been cancelled, select the authorisation that will no longer be required and select cancel authorisation.

- Under the On-demand Transport 'Passenger transport vehicles application' section, select the appropriate category type, then under 'Authorisation period', select 'Reuse previous authorisation'.

Passenger transport vehicle application

Application details Vehicle(s) selection Review and confirm

Application details

You may apply for one or more of the PTV authorisation categories below. Note: If you choose the on-demand rank or hail (taxi) category, you cannot also choose the on-demand charter category. The on-demand rank or hail category automatically lets you also operate as an on-demand charter vehicle.

Make sure you have selected the correct category for your PTV authorisation. There are no refunds for cancelled PTV applications or authorisations.

Category types: *

☐ On-demand charter passenger transport service
The on-demand charter category includes rideshare, limousines, party buses, charter buses (like school buses), and other charter services like private airport transfers or mine site transfers. These vehicles must only take pre-booked work.

☒ On-demand rank or hail (taxi) passenger transport service
The on-demand rank or hail (taxi) category is for vehicles that are intended to be operated as taxis. Taxis can ply or tout for hire on a road or at a taxi rank. Taxi vehicles require specific equipment and must have "TAXI" plates.

Authorisation period: *

1 month (not renewable)
3 month
6 month
12 month
Common expiry date
Reuse previous authorisation(s)

Tick the box below to receive SMS alerts about your PTV authorisation. The mobile number shown is from your DoTDirect profile. You can change your contact details on the Profile menu.
☒ Send SMS alerts to 0491570110

- Choose a previous expiry date of the unused authorisation. If there is only one authorisation that has an unused portion, it will automatically be selected for you. Select 'Next' to continue.

If you select 'Reuse unused portion', the CEO is effectively waiving the remaining authorisation fee for the new authorisation, under Regulation 69(3) of the [Transport \(Road Passenger Services\) Regulations 2020](#).

Authorisation period: * Reuse previous authorisation

Previous expiry date: * 17/5/2020 ⓘ

An option is available to receive alerts from On-demand Transport electronically. If this service is to be utilised, please select from the option below:
☒ Send SMS alerts to 0491570110 ⓘ

- Enter your selected vehicle's 'Licence plate' or 'VIN/chassis number', then select 'Search vehicle'.

Note: The vehicle must already have the appropriate insurance class and have passed an inspection within the last three months.

Passenger transport vehicle application

Application details **Vehicle(s) selection** Review and confirm

Vehicle search

Licence plate: * 1GQN149 **VIN/Chassis number:**

☒ Vehicle inspection requirements have not been met.

List of selected vehicles

Licence plate	Make	Model	Year of manufacture	VIN/Chassis number	Actions
No vehicle has been added to this application.					

Number of authorisations available for reuse: 1

4. Declare whether the nominated vehicle has wheelchair capacity that meets the relevant standards, and if so whether it has a hoist or ramp installed and how many wheelchairs it can carry.

If you do not own the vehicle(s) nominated in the application for the PTV authorisation for, you will need to declare that you have the consent of the vehicle owner to do so. Once you have completed these sections if relevant, select 'Next'.

Vehicle details

Licence plate: 1CTD257

Make: Toyota

Model: Corolla

Search another vehicle

Year of manufacture: 2006

Insurance class: 1A

VIN/Chassis number: JTDKR23E300252214

Wheelchair details

A wheelchair accessible vehicle (WAV) is an on-demand vehicle that is used or intended to be used for the transport of people who have a disability and any wheelchairs or other aids required. WAVs in Western Australia are required to comply with the standards set by the *Transport (Road Passenger Services) Regulations 2020*. This includes compliance with the:

- appropriate Australian Standards for hoists and ramps for people with disabilities;
- Australian and New Zealand Standards for wheelchair tiedown and occupant restraint systems; and
- relevant sections of the *Disability Standards for Accessible Public Transport 2002*.

Does the vehicle have wheelchair capacity? *

☐ Yes
 ☐ No

Does the vehicle have wheelchair capacity? *

☒ Yes
 ☐ No

Wheelchair mechanism: *

Hoist

Ramp

Number of wheelchairs: *

?

☒ I confirm the vehicle is equipped to safely transport a passenger using a wheelchair in accordance with the *Transport (Road Passenger Services) Regulations 2020*.

Rank or Hail (Taxi) vehicle declaration

Does the vehicle have wheelchair capacity? *

☒ Yes
 ☐ No

Wheelchair mechanism: *

Hoist

Ramp

Number of wheelchairs: *

?

☒ I confirm the vehicle is equipped to safely transport a passenger using a wheelchair in accordance with the *Transport (Road Passenger Services) Regulations 2020*.

5. Review the information contained in your PTV authorisation application is correct.

Application details

Vehicle(s) selection

Review and confirm

Please review your application details

Application details

Category type(s): On-demand charter passenger transport service

Authorisation period: Reuse previous authorisation(s)

☒ SMS alerts from On-demand Transport in relation to the Passenger Transport Vehicle authorisation may be sent to 0491570110.

You have applied for Passenger Transport Vehicle authorisation(s) for the following vehicle(s):

Expand rows to see detailed information			
Licence plate	Make	Model	Fee
1GUT123	Subaru	Liberty	\$15.00

Privacy statement

The Department of Transport is committed to protecting the confidentiality of your personal information in accordance with the *Transport (Road Passenger Services) Act 2018* ("the Act") and subsidiary regulations.

Information supplied in this application will be used by officers of the Department to assess your eligibility and suitability to hold a Passenger Transport Vehicle authorisation. If you do not provide this information your application can not proceed. The information you provide will be kept confidential, but may be disclosed to third parties for the purpose of confirming information you provide in this application.

Total fee: \$15.00

6. Tick the box to show you agree to the 'Privacy statement', then tick the statements listed under the 'Declaration of acknowledgment'. Select 'Lodge and pay now' to continue to payment.

See [How to pay your PTV authorisation fees](#) for payment steps.

The Department of Transport is committed to protecting the confidentiality of your personal information in accordance with the *Transport (Road Passenger Services) Act 2018* ("the Act") and subsidiary regulations.

Information supplied in this application will be used by officers of the Department to assess your eligibility and suitability to hold a Passenger Transport Vehicle authorisation. If you do not provide this information your application can not proceed. The information you provide will be kept confidential, but may be disclosed to third parties for the purpose of confirming information you provide in this application.

By making this application you acknowledge that, pursuant to Part 7 of the Act, the CEO may disclose on the Department's website, to the public, or to any person, the following information about passenger transport vehicle authorisations - the authorisation number and number plate of the vehicle, the category of authorisation and whether or not it is in force, and any conditions imposed on an authorisation by the CEO. You also consent to the CEO disclosing details of the expiry date of any passenger transport vehicle authorisation you may be issued under the Act.

☒ I have read and understood the privacy statement outlined above.

Declaration of acknowledgment

It is a serious criminal offence to make a false or misleading statement in connection with an application for a Passenger Transport Vehicle authorisation.

☒ I certify the information provided in this application is true and correct.

☒ I understand that any statement or misrepresentation that I have made in this application which I know to be false is an offence under the *Transport (Road Passenger Services) Act 2018*.

☒ I am authorised to act on behalf of the QUIET CONE COMPANY PTY LTD.

Total fee: \$15.00

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7. Return to the 'Passenger transport vehicle authorisations in force' page and search the vehicle's licence plate, to confirm the transaction is complete.

Passenger transport vehicle authorisations in force The information provided is only current as at 19/08/2019 11:09 AM

Listed below are your passenger transport vehicle authorisations in force.
You can view the list of [authorisations not in force](#) here.

Filter authorisations

Licence plate: 1GUT123 [Filter](#)

Select a row to see details of, or effect changes to an authorisation.

Authorisation number	Category (*)	Licence plate	Make and model	Year	Authorisation expiry date
200100	OD-C	1GUT123	SUBARU LIBERTY	2019	17/5/2020

(*) OD-RH: on-demand rank or hail passenger transport service | OD-C: on-demand charter passenger transport service | RPT: regular passenger transport service | TPT: tourism passenger transport service

Authorisation details

Authorisation number: 200100 **Issue date:** 19/8/2019 **Expiry date:** 17/5/2020 **Status:** ACTIVE
Category: OD-C

Vehicle details

Licence plate: 1GUT123 **Make:** SUBARU **Model:** LIBERTY **Year of manufacture:** 2019
Licence expiry date: 23/6/2020 **VIN/Chassis number:** *****0180 **Last inspection date:** 24/6/2019
Wheelchair accessible: No

Authorisation's issue periods and related documents

Issue period
19/8/2019 - 17/5/2020

[⚙ Change category](#)
[🚫 Change wheelchair details](#)
[🗑 Cancel authorisation](#)

Transfer of vehicle ownership

Selling a vehicle with a PTV authorisation

If you are planning on selling a vehicle that has a PTV authorisation, that is not intended to be used by the buyer, you should cancel the PTV authorisation. See [Cancelling a PTV authorisation](#).

Once the vehicle licence is transferred to a new owner, the PTV authorisation will be cancelled after 14 days, unless the PTV authorisation holder notifies DTMI that the new owner consents to the vehicle to being used as a PTV.

To do so, the new owner must complete the Vehicle Financial Interest Agreement (Form ODT6) and upload it to DoTDirect. Visit [How to renew, change or cancel a PTV authorisation](#) for a copy of the form.

To upload the Vehicle Financial Interest Agreement (Form ODT6):

1. Log into DoTDirect and select 'On-demand Transport', 'Passenger transport vehicles (PTV)', then 'Authorisations in force'.

2. Select the appropriate licence plate, then select 'Record consent'.

Passenger transport vehicle authorisations in force The information provided is only current as at 03/03/2021 12:10 PM

Listed below are your passenger transport vehicle authorisations in force.
You can view the list of authorisations not in force here.

Filter authorisations

Licence plate:

Authorisation number	Category ^(*)	Licence plate	Make and model	Year	Authorisation expiry date
111450	OD-C, TPT	1DRP926	TOYOTA CAMRY	2011	6/12/2021

(*) OD-RH: on-demand rank or hail passenger transport service | OD-C: on-demand charter passenger transport service | RPT: regular passenger transport service | TPT: tourism passenger transport service

Authorisation details

Authorisation number: 111450 Issue date: 2/7/2019 Expiry date: 6/12/2021 Status: ACTIVE (Pending cancellation)
Category: OD-C, TPT

Vehicle details

Licence plate: 1DRP926 Make: TOYOTA Model: CAMRY Year of manufacture: 2011
Licence expiry date: 19/12/2021 VIN/Chassis number: *****0936 Insurance class: 3F Seating capacity: 5
Last inspection date: 24/11/2020 Wheelchair accessible: No

Authorisation's issue periods and related documents

Select a row to see details of an issue period

Issue period
7/12/2020 - 6/12/2021
7/12/2019 - 6/12/2020
2/7/2019 - 6/12/2019

3. Select 'Select a document to upload' to upload the completed Vehicle Financial Interest Agreement (Form ODT6), then select 'Save' to continue.

4. Select 'Continue to confirm you wish to continue the vehicle's PTV authorisation'.

5. Once consent has been received, the new vehicle owner will receive an automated email that consent has been given.

If this form is not received in 14 days, the PTV authorisation will be automatically cancelled.

Purchasing a vehicle with a PTV authorisation

If you are planning to, or have purchased a vehicle with a PTV authorisation, and you do not intend on using it as a PTV, you can cancel the PTV authorisation, once the vehicle is licensed in your name.

If the vehicle is still licensed in the previous owner's name, they can cancel the PTV authorisation in their DoT Direct account. See [Cancelling a PTV authorisation](#).

You can apply for a PTV authorisation, or if you wish to continue the existing authorisation, the PTV authorisation holder will need to complete the Vehicle Financial Interest Agreement (Form ODT6), with yourself as the new owner and upload it to DoT Direct following the steps in the above section.

If this form is not received in 14 days, the PTV authorisation will be cancelled.

Note: If the vehicle is no longer being used as a PTV, the vehicle owner must complete a 'Declaration of Motor Injury Insurance (Form E67)', to nominate the correct insurance class for the vehicle usage and submit to DTMI, by:

- email to ondemandtransport@transport.wa.gov.au
- in person at a DTMI Centre, regional DTMI Centre, or agent, or
- by post to: On-demand Transport

GPO Box R1290

PERTH WA 6844.

You may be required to pay an adjustment if you nominate a more expensive insurance premium. The vehicle licence will be invalid until this adjustment is paid.

Return of PTV plates notifications

A PTV authorisation ceases to be in force upon:

- the expiry or cancellation of the PTV authorisation
- the expiry or cancellation of the vehicle licence, and/or
- the expiry of a defect notice.

DTMI will send an email to the vehicle owner one day after the PTV authorisation is not in force. The email advises the vehicle owner that:

- the PTV authorisation is not in force, and
- if it continues to not be in force, the PTV plates must be returned to DTMI within 14 days.

If after 7 days the PTV authorisation is still not in force, DTMI will send a reminder email to the vehicle owner advising them:

- the PTV authorisation is still not in force, and
- the plates must be returned within 14 days of the PTV authorisation ceasing to be in force.

Failure to return the PTV plates within the nominated period may result in an infringement notice being issued to the vehicle owner. Vehicle owners are responsible for returning plates to DTMI.

Infringement notice for failing to return PTV plates

The infringement for failing to return PTV plates under r.113A of the Road Traffic (Vehicles) Regulations 2014 is a penalty of \$200. Read your infringement notice for information about payment options.